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| Unit Title: Employment Rights and Responsibilities in the Passenger Transport Sector | | |
| URN: L/602/5934 |  |  |
| Credit Value: 3 |  |  |
| Level: 2 |  |  |

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|  | **Assessment Method** | **Evidence Ref.**  **Page number, Method** | **Assessor Decision**  **Sign and Date** |
| **You must be able to:** | | | |
| **1. Know employment rights and responsibilities of the employee and employer.** | | | |
| 1.1 Identify the main points of legislation affecting employers and employees and their purpose relevant to own role, organisation and within own industry. |  |  |  |
| 1.2 Identify where to find information and advice on employment rights and responsibilities both internally in own organisation and externally. |  |  |  |
| 1.3 Identify sources of information and advice on own industry, occupation, training and own career pathway. |  |  |  |
| 1.4 Identify sources of information on the different types of representative bodies related to own industry and their main roles and responsibilities. |  |  |  |
| 1.5 Identify any issues of public concern that may affect own organisation and own industry. |  |  |  |
| **2. Understand employment rights and responsibilities and how these affect organisations.** | | | |
| 2.1 Describe organisational procedures, policies and codes of practice used by own organisation on employment rights and responsibilities. |  |  |  |
| 2.2 Explain the purpose of following health, safety and other procedures and the effect on own organisation if they are not followed. |  |  |  |
|  | **Assessment Method** | **Evidence Ref.**  **Page number, Method** | **Assessor Decision**  **Sign and Date** |
| 2.3 Describe employer and employee responsibilities for equality and diversity within own organisation. |  |  |  |
| 2.4 Explain the benefits of making sure equality and diversity procedures are followed. |  |  |  |
| 2.5 Describe the career pathways available within own organisation and own industry. |  |  |  |

**Learner declaration of authenticity:**

I declare that the work presented for this unit is entirely my own work.

Learner signature: Date:

**Assessor sign off of completed unit:**

I confirm that the learner has met the requirements for all assessment criteria demonstrating knowledge and skills for this unit.

Assessor name:

Signature: Date: