Transport and Logistics Industry Skills Council

TLI07 TRANSPORT AND LOGISTICS TRAINING PACKAGE (VERSION 4.1)

VOLUME I OF II
A GUIDE FOR USERS

The material contained within this volume is part of the endorsed components of the Training Package (Version 4.1). This volume must be read in conjunction with information contained within the second volume of the Training Package. This Training Package is to be reviewed by 2010.

Volume I   A Guide for Users, which includes preliminary information, policy, assessment guidelines and all TLI07 (Version 4.1) qualifications.

Volume II   Units of Competency, in the following field order:

A Handling Cargo/Stock	J Quality	R Contract Procurement
B Equipment Checking and Maintenance	K Computers and Technology	S Installation and Commissioning
C Driving Vehicle	L Resource Management	T Records
D Load Handling		U Environment
E Communication and Calculation	LIC Licensing Units	V Pallet Operations
	M Training	W Carrying Out Operations on Equipment and Systems
F Safety Management	O Security	
G Teamwork	P Business Planning	
H Route Planning and Navigation	PC Pathways Certificate	X Construction
	Q Financial Management	Y Materiel Logistics
I Customer Service		

This work is the result of wide consultations with Australian industry participants. It is a collaborative view and does not necessarily represent the view of the Department or any specific body. For the sake of brevity it may omit factors which could be pertinent in particular cases.

While care has been taken in the preparation of this Training Package, the Department and the original developer do not warrant that any licensing or registration requirements specified here are either complete or up-to-date for your State or Territory. The Department and the original developer do not accept any liability for any damage or loss (including indirect and consequential loss) incurred by any person as a result of relying on the information contained in this Training Package.

The Commonwealth, through the Department of Education, Employment and Workplace Relations, does not accept any liability to any person for the information or advice (or the use of such information or advice) which is provided in this material or incorporated into it by reference. The information is provided on the basis that all persons accessing this material undertake responsibility for assessing the relevance and accuracy of its content. No liability is accepted for any information or services which may appear in any other format. No responsibility is taken for any information or services which may appear on any linked websites.

Contents

Part 1

- **Preliminary Information**

- **Overview of Training Packages**

- **TLI07 Transport and Logistics Training Package (Version 4.1)**

- **Assessment Guidelines**

- **Competency Standards**

Preliminary Information

Important note to users

Training Packages are not static documents; they are amended periodically to reflect the latest industry practices and are version controlled. It is essential that the latest version is always used.

Check the version number before commencing training or assessment

This Training Package is Version 4.1 – check whether this is the latest version by going to the National Training Information Service (http://www.ntis.gov.au/) and locating information about the Training Package. Alternatively, contact Transport and Logistics Industry Skills Council (http://www.tlisc.com.au) to confirm the latest version number.

Explanation of version number conventions

The primary release Training Package is Version 1. When changes are made to a Training Package, sometimes the version number is changed and sometimes it is not, depending on the extent of the change. When a Training Package is reviewed it is considered to be a new Training Package for the purposes of version control, and is Version 1. Do not confuse the version number with the Training Package's national code (which remains the same during its period of endorsement).

Explanation of the review date

The review date (shown on the title page and in the footer of each page) indicates when the Training Package is expected to be reviewed in the light of changes such as changing technologies and circumstances. The review date is not an expiry date. Endorsed Training Packages and their components remain current until they are reviewed or replaced.

Version modification history

The version details of this endorsed Training Package are in the table below. The latest information is at the top of the table.

Version	Release date	Comments	
4.1		The following changes have been undertaken in this new Version of TLI07 Transport and Logistics Training Package:	
		Qualification packaging rules have been changed to meet the increased flexibility rules on the following qualifications:	
		TLIPC107	Certificate I in Transport and Logistics (Pathways)
		TLI10107	Certificate I in Transport and Logistics (Warehousing and Storage)
		TLI10307	Certificate I in Transport and Logistics (Stevedoring)
		TLI10407	Certificate I in Transport and Logistics (Rail Operations)
		TLI11107	Certificate I in Transport and Logistics (Logistics Operations)

Version	Release date	Comments	
		TLI20107	Certificate II in Transport and Logistics (Warehousing and Storage)
		TLI20307	Certificate II in Transport and Logistics (Stevedoring)
		TLI20407	Certificate II in Transport and Logistics (Rail Operations)
		TLI21107	Certificate II in Transport and Logistics (Logistics Operations)
		TLI21209	Certificate II in Driving Operations
		TLI30107	Certificate III in Transport and Logistics (Warehousing and Storage)
		TLI30307	Certificate III in Transport and Logistics (Stevedoring)
		TLI30407	Certificate III in Transport and Logistics (Rail Operations)
		TLI30707	Certificate III in Transport and Logistics (Rail Infrastructure)
		TLI30907	Certificate III in Transport and Logistics (Mobile Cranes Operations)
		TLI31107	Certificate III in Transport and Logistics (Logistics Operations)
		TLI31209	Certificate III in Driving Operations
		TLI31309	Certificate III in International Freight Forwarding (Operator)
		TLI40107	Certificate IV in Transport and Logistics (Warehousing and Storage)
		TLI40307	Certificate IV in Transport and Logistics (Stevedoring)
		TLI40407	Certificate IV in Transport and Logistics (Rail Operations)
		TLI40707	Certificate IV in Transport and Logistics (Rail Infrastructure)
		TLI40907	Certificate IV in Transport and Logistics (Mobile Cranes Operations)
		TLI41107	Certificate IV in Transport and Logistics (Logistics)
		TLI41509	Certificate IV in Materiel Logistics
		TLI41609	Certificate IV in International Freight Forwarding (Senior Operator)
		TLI50107	Diploma of Logistics
		TLI50209	Diploma of Materiel Logistics
		TLI50310	Diploma of International Freight Forwarding
		TLI60109	Advanced Diploma of Materiel Logistics

Version	Release date	Comments
4 15	[th] July 2010	The following changes have been undertaken in this new Version of TLI07 Transport and Logistics Training Package:

1 new qualification have been added for International Freight Forwarding:

TLI50310	Diploma of International Freight Forwarding

10 new International Freight Forwarding units have been added:

TLIA5059A	Plan and organise the international forwarding of freight by sea and multimodal transport
TLIA5060A	Plan and organise the international forwarding of freight by air transport
TLIA5061A	Plan and organise the international forwarding of freight by road and rail transport
TLIE5020A	Apply knowledge of freight forwarding documentation and permits
TLIK5009A	Apply knowledge of ICT to international freight forwarding activities
TLIL5061A	Apply knowledge of the international freight forwarding industry
TLIL5062A	Apply knowledge of logistics storage and distribution to international freight forwarding
TLIL5063A	Review contracts, insurance, risk and liability in the international freight forwarding context
TLIL5064A	Manage international special freight transport services including dangerous goods and special cargo
TLIO5020A	Advise on and manage security and safety in international freight transport

6 New Imported Units have been added

BSBMKG513A	Promote products and services to international markets
HLTAMBPD401B	Manage personal stressors in the work environment
PRMWM11B	Respond to waste emergency
PRMWM15B	Move waste using load shifting equipment
PRMWM44B	Identify wastes and hazards
SIRPDIS002A	Deliver prescription medicines to customers outside the pharmacy

Version	Release date	Comments
3 8	[th] April 2010	The following changes have been undertaken in this new Version of TLI07 Transport and Logistics Training Package:

2 new qualifications have been added for Driving Operations:

Version	Release date	Comments	
		TLI21209	Certificate II in Driving Operations
		With the following specialisations:	
			(Medium Freight)
			(Tow Truck)
			(Taxi)
			(Community Service)
			(General)
		TLI31209	Certificate III in Driving Operations
		With the following specialisations	
			(Heavy General Freight)
			(Agitator)
			(Bus)
			(Refrigerated)
			(Pilot Vehicle)
			(Dry/Liquid)
			(Car Carrier)
			(Livestock)
			(Wood Products)
			(Cash in Transit)
			(Dangerous Goods)
			(Over Dimensional)
		2 new qualifications have been added for International Freight Forwarding:	
		TLI31309	Certificate III in International Freight Forwarding (Operator)
		TLI41609	Certificate IV in International Freight Forwarding (Senior Operator)
		6 new Licensing units have been added:	
		TLILIC1309A	Prepare and transport dangerous goods by road
		TLILIC1409A	Licence to drive light rigid vehicle
		TLILIC1509A	Licence to drive medium rigid vehicle
		TLILIC1609A	Licence to drive heavy rigid vehicle
		TLILIC1709A	Licence to drive heavy combination vehicle
		TLILIC1809A	Licence to drive multi-combination vehicle
		6 new Taxi units have been added:	
		TLIB9009A	Use communication systems in a taxicab
		TLIC4009A	Provide wheelchair accessible taxi services to

Version	Release date	Comments	
			passengers with disabilities
		TLIF7209A	Comply with safety and security procedures
		TLII1909A	Provide taxicab customer service
		TLIL6009A	Complete induction to the transport industry
		TLIQ1609A	Carry out financial transactions and maintain records
		2 new Tunnel units have been added:	
		TLIF6909A	Monitor and respond to traffic flow
		TLIF7009A	Operate fire and life safety system within a road tunnel
		1 Bus unit has been added:	
		TLIC4209A Operate coach/bus	
		5 Road Transport qualifications have been deleted:	
		TLI10207	Certificate I in Transport and Logistics (Road Transport)
		TLI20207	Certificate II in Transport and Logistics (Road Transport)
		TLI30207	Certificate III in Transport and Logistics (Road Transport)
		TLI30807	Certificate III in Transport and Logistics (Cash in Transit)
		TLI40207	Certificate IV in Transport and Logistics (Road Transport)
		3 existing units have been reviewed:	
		TLIA5107C	Carry out quarantine procedures
		TLIJ207C	Apply quality systems
		TLIL4907B	Develop train plans and schedules
		PSPPM504A	Carry out complex project activities
		2 new skill sets have been added for Road Transport:	
		International Freight Forwarding Skill Set	
		Road Tunnel Operator Skill Set	
		1 new qualification has been added for Rail Infrastructure:	
		TLI21309	Certificate II in Rail Infrastructure
		With the following specialisations:	
		(Track	Work)
		(Structures)	
		(Track	Surfacing)

Version	Release date	Comments
		1 new qualification has been added for Rail Driving:
		TLI31409 — Certificate III in Rail Driving
		With the following specialisations:
		(Tram /Light Rail)
		(Monorail)
		2 Rail Infrastructure qualifications have been deleted:
		TLI10707 — Certificate I in Transport and Logistics (Rail Infrastructure)
		TLI20707 — Certificate II in Transport and Logistics (Rail Infrastructure)
		2 Rail Infrastructure qualifications have been revised:
		TLI30707 — Certificate III in Transport and Logistics (Rail Infrastructure)
		TLI40707 — Certificate IV in Transport and Logistics (Rail Infrastructure)
		5 Existing units have been removed from two Rail Operations qualifications:
		TLI30407 Certificate III in Transport and Logistics (Rail Operations)
		TLIB7807A — Inspect, prepare and start an electric tram
		TLIC3307A — Drive an electric tram to operational requirements
		TLIC3407A — Berth and shut down an electric tram
		TLI40407 Certificate IV in Transport and Logistics (Rail Operations)
		TLIC3207A — Operate and monitor a passenger electric tram
		TLIF6107A — Respond to electric tram-driving emergencies and abnormal situations
		45 new Rail Infrastructure units have been added:
		TLIB8109A — Repair timber structures
		TLIB8209A — Repair steel structures
		TLIB8309A — Maintain bridge bearings
		TLIB8409A — Carry out routine maintenance of structures
		TLIB8509A — Apply track fundamentals
		TLIB8609A — Apply awareness of structures fundamentals
		TLIB8709A — Examine timber structures
		TLIB8809A — Examine steel structures
		TLIB9109A — Measure and record track geometry
		TLIB9209A — Operate minor mechanical equipment
		TLIB9309A — Clean equipment and restore worksite

Version	Release date	Comments	
		TLIB9409A	Check and repair track geometry
		TLIB9509A	Check and repair points and crossings
		TLIB9609A Repair	concrete/masonry structures
		TLIB9709A	Install and maintain guard rails
		TLIB9809A	Examine concrete/masonry structures
		TLIB9909A	Examine track infrastructure
		TLIB10009A	Visually inspect track infrastructure
		TLIB10109A	Install and maintain rail joints
		TLIB10209A Adjust	rail
		TLIC4109A	Operate self-propelled equipment on track
		TLIS1009A	Test rail using ultrasonic equipment
		TLIS1109A	Test rail using nondestructive testing equipment
		TLIS1209A	Install and service rail lubrication equipment
		TLIS1309A Install	minor structures
		TLIU809A	Apply environmental procedures to rail infrastructure
		TLIW1209A Grind	rails
		TLIW1309A	Grind switches and crossings
		TLIW1409A	Weld rail using electric welding process
		TLIW1509A	Weld rail using aluminothermic welding process
		TLIW1609A	Weld rail using flashbutt welding process
		TLIX1809A	Implement ballast unloading
		TLIX1909A Im	plement track maintenance and construction
		TLIX2009A	Install and maintain surface track drainage
		TLIX2109A	Install and replace transoms
		TLIX2209A Im	plement structures maintenance and installation of minor structures
		TLIX2309A	Carry out track ballasting
		TLIX2409A	Install railway sleepers
		TLIX2509A Install	rail
		TLIX2609A	Install and repair temporary track supports
		TLIX2709A	Install and repair rail fastening systems
		TLIX2809A	Install and repair fences and gates
		TLIX2909A	Use chemical repair products
		TLIX3009A	Install and repair rail earthworks
		TLIX3109A	Install points and crossings
		1 new Rail Operations unit has been added:	
		TLIC3909A	Operate and monitor a monorail train

Version	Release date	Comments
		33 Rail Infrastructure units have been deleted:
		TLIB3207B — Maintain structures and their components
		TLIB3307B — Repair and splice cable, rope and hose
		TLIB3507B — Maintain insulating oils
		TLIB3607B — Install and maintain guard and check rails
		TLIB3707B — Conduct detailed structures examination
		TLIB3807B — Maintain track geometry
		TLIB3907B — Record and analyse track parameters
		TLIB4107B — Visually inspect and monitor track
		TLIB6007B — Maintain track
		TLIB6107B — Establish and maintain correct rail stress
		TLIB7207B — Install and maintain electrical equipment
		TLIB7407B — Maintain points and crossings
		TLIC2007B — Operate on-track self-propelled equipment
		TLIS107B — Install and/or remove minor structures
		TLIS207B — Install minor track bearing or overtrack structures
		TLIS307B — Install and maintain rail lubrication equipment
		TLIU207B — Implement a pest and vegetation control program
		TLIU307B — Conduct controlled burn off
		TLIU407B — Establish and maintain railway landscape gardens
		TLIW307B — Weld rail using flashbutt technique
		TLIW407B — Weld rail using aluminothermic welding technique
		TLIX107B — Access, secure and restore worksite
		TLIX307B — Undertake track ballast activity
		TLIX407B — Replace railway sleepers
		TLIX507B — Install and replace rail
		TLIX707B — Erect retaining walls
		TLIX807B — Install temporary track support
		TLIX907B — Install and maintain rail fastening and anchoring systems
		TLIX1007B — Install fences and gates
		TLIX1207B — Maintain rock structures
		TLIX1307B — Mix and place chemical repair products
		TLIX1407B — Undertake rail earthworks
		TLIX1707B — Install and construct points and crossings
		25 new skill sets have been added for Rail Infrastructure:
		Rail Infrastructure Induction Skill Set
		Track Patrol Skill Set

Version	Release date	Comments
		Track Inspection Skill Set
		Track Grinding Skill Set
		Track Lubrication Skill Set
		Minor Rail Plant Operation Skill Set
		Rail Plant Operation Skill Set
		Rail Adjustment Skill Set
		Ultrasonic Rail Testing Skill Set
		Ultrasonic Points and Crossings Testing Skill Set
		Aluminothermic Welding Skill Set
		Flashbutt Welding Skill Set
		Electric/Track Welding Skill Set
		Repairing Concrete/Masonry Structures Skill Set
		Repairing Steel Structures Skill Set
		Repairing Timber Structures Skill Set
		Installing Transoms Skill Set
		Installing Minor Structures Skill Set
		Maintain Bridge Bearings Skill Set
		Turnout Building Skill Set
		Turnout Maintaining Skill Set
		Track Protection Coordination Skill Set
		Examining Concrete/Masonry Structures Skill Set
		Examining Steel Structures Skill Set
		Examining Timber Structures Skill Set
		9 new skill sets have been added for Logistics:
		Integrated Logistics Support (ILS) Practitioner Skill Set
		Logistics Sustainment Practitioner Skill Set
		Integrated Logistics Support Inventory Controller Skill Set
		Logistics Inventory Controller Skill Set
		Logistics Configuration Management Skill Set
		Integrated Logistics Support Management Skill Set
		Logistics Sustainment Management Skill Set
		Logistics Product Management Skill Set
		Logistics Executive Management Skill Set
		30 new imported units have been added:
		RIICCM201A — Carry out measurements and calculations
		RIICCM203A — Read and interpret plans and specifications
		RIICCM205A — Carry out manual excavation
		RIICCM207A — Spread and compact materials manually

Version	Release date	Comments	
		RIICCM208A	Carry out basic levelling
		RIIOHS204A	Work safely at heights
		RIIOHS205A	Control traffic with a stop-slow bat
		RIIOHS302A	Implement traffic management plan
		RIIMPO319A	Conduct backhoe/loader operations
		RIIMPO320A	Conduct civil construction excavator operations
		RIIMPO321A	Conduct civil construction wheel loader operations
		RIIMPO322A	Conduct civil construction tracked front end loader operations
		RIIMPO318A	Conduct skid steer loader operations
		CPCCCM3001A	Operate elevating work platforms
		CPCCCA2003A	Erect and dismantle formwork for footings and slabs on ground
		CPCCSF2004A	Place and fix reinforcement materials
		CPCCOHS1001A	Work safely in the construction industry
		CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry
		CPCCCM2007A	Use explosive power tools
		CPCCSF2003A	Cut and bend materials using oxy/LPG equipment
		CPCCCO2004A	Carry out concrete work
		CPCCPD3010A	Apply protective paint coating systems
		CPCCCM1006A	Work safely at heights
		CPCCCM2008A	Erect and dismantle restricted height scaffolding
		MEM18001C	Use hand tools
		MEM24012B	Apply metallurgy principles
		MEM24001B	Perform basic penetrant testing
		MEM24003B	Perform basic magnetic particle testing
		FPICOT3226A	Shift forestry logs using trucks
		CPCCCO3014A Conduct	concrete agitator truck operations
		PMCOPS261B	Deliver concrete to site
		2 imported units have been removed from the Imported Units list:	
		BSBFIM601A Manage	finances
		BSBPMG502A	Manage project scope
		6 existing units have been added to three Logistics qualifications:	
		TLI21107 Certificate II in Transport and Logistics (Logistics Operations):	

Version	Release date	Comments	
		TLID1807C	Handle furniture and effects
		TLID1907C	Pack and unpack cartons during a removal
		TLIE1707B	Undertake initial removal survey
		TLI31107 Certificate III in Transport and Logistics (Logistics Operations):	
		TLIE1007C	Estimate furniture removal jobs
		TLI41107 Certificate IV in Transport and Logistics (Logistics):	
		TLIL707D	Coordinate fleet control logistics
		TLIQ607C	Administer international trading accounts
2	March 2009	Category II change The following changes have been undertaken in this new Version of TLI07 Transport and Logistics Training Package:	
		3 new qualifications and 36 new units have been added for Materiel Logistics:	
		3 new qualifications	
		TLI41509	Certificate IV in Materiel Logistics
		TLI50209	Diploma of Materiel Logistics
		TLI60109	Advanced Diploma of Materiel Logistics
		36 new units	
		TLIY108A	Formulate materiel logistics strategies
		TLIY208A	Contribute to materiel logistics strategies
		TLIY308A Develop	and review integrated logistics support plans
		TLIY408A	Develop integrated logistics support processes and procedures
		TLIY508A Manage	integrated logistics support operations
		TLIY608A Manage	verification and validation processes
		TLIY708A	Implement and monitor integrated logistics support plans
		TLIY808A	Conduct integrated logistics support activities
		TLIY908A	Apply integrated logistics support processes and procedures
		TLIY1008A	Provide specialist integrated logistics support advice
		TLIY1108A Conduct	logistics support analysis activities
		TLIY1208A	Develop and review materiel sustainment plans
		TLIY1308A	Develop materiel sustainment processes and procedures

Version	Release date	Comments	
		TLIY1408A	Manage materiel sustainment operations
		TLIY1508A	Establish supply chains
		TLIY1608A	Implement and monitor materiel sustainment plans
		TLIY1708A	Conduct materiel sustainment activities
		TLIY1808A	Apply materiel sustainment processes and procedures
		TLIY1908A	Provide specialist materiel sustainment advice
		TLIY2008A Develop	and review configuration management plans
		TLIY2108A Manage	configuration management processes
		TLIY2208A	Implement and monitor configuration management plans
		TLIY2308A Conduct	configuration management activities
		TLIY2408A Apply	y configuration management processes and procedures
		TLIY2508A Provide	specialist configuration management advice
		TLIY2608A	Apply codification and cataloguing processes and procedures
		TLIY2708A	Assess maintenance spares and manage repairable items
		TLIY2808A	Apply knowledge of logistics
		TLIY2908A	Apply knowledge of integrated logistics support
		TLIY3008A	Apply knowledge of materiel sustainment
		TLIY3108A	Apply knowledge of configuration management
		TLIY3208A	Apply knowledge of technical regulatory framework
		TLIY3308A	Apply technical regulatory framework compliance management systems
		TLIY3408A	Apply technical risk management systems and techniques
		TLIY3508A	Maintain technical data and information
		TLIY3608A	Manage and monitor technical data and information systems
		1 new Stevedoring unit has been added:	
		TLIF6808A	Work at height in the stevedoring industry
		1 new qualification and 2 new units have been added for Road Transport Heavy Vehicle Driving Instruction:	
		1 new qualification	
		TLI41309	Certificate IV in Transport and Logistics (Road Transport – Heavy Vehicle Driving Instruction)

Version	Release date	Comments

2 new units

TLIC3708A	Apply safe heavy vehicle driving behaviours
TLIM208A	Develop safe heavy vehicle driving behaviours in others

1 new qualification and 2 new units have been added for Road Transport Motorcycle Driving Instruction:

1 new qualification

TLI41409	Certificate IV in Transport and Logistics (Road Transport – Motorcycle Riding Instruction)

2 new units

TLIC3808A	Apply safe motorcycle riding behaviours
TLIM308A	Develop safe motorcycle riding behaviours in others

The qualification and 2 units have been revised for Road Transport – Car Driving Instruction:

1 revised qualification

TLI41207	Certificate IV in Transport and Logistics (Road Transport – Car Driving Instruction)

2 revised units

TLIC3607B	Apply safe car driving behaviours
TLIM107B	Develop safe car driving behaviours in others

12 new High Risk Licensing units have been added:

TLILIC108A	Licence to operate a forklift truck
TLILIC208A	Licence to operate an order picking forklift truck
TLILIC308A	Licence to operate a bridge and gantry crane
TLILIC408A	Licence to operate a derrick crane
TLILIC508A	Licence to operate a boom-type elevating work platform (boom length 11 metres or more)
TLILIC608A	Licence to operate a non-slewing mobile crane (greater than 3 tonnes capacity)
TLILIC708A	Licence to operate a portal boom crane
TLILIC808A	Licence to operate a slewing mobile crane (up to 20 tonnes)
TLILIC908A	Licence to operate a slewing mobile crane (up to 60 tonnes)
TLILIC1008A	Licence to operate a slewing mobile crane (up to 100 tonnes)
TLILIC1108A	Licence to operate a slewing mobile crane (over 100 tonnes)
TLILIC1208A	Licence to operate a vehicle loading crane (capacity 10 metre tonnes and above)

Version	Release date	Comments
		11 units that relate to Dangerous Goods have been revised:
		TLIA2907D — Plan and manage storage of dangerous goods and hazardous substances
		TLID307E Handle dangerous goods/hazardous substances
		TLID1507D — Identify and label explosives and dangerous goods
		TLID1607D — Load and unload explosives and dangerous goods
		TLID2707D — Prepare for transport of dangerous goods
		TLIF1207D — Apply safe procedures when handling/transporting dangerous goods or explosives
		TLIF2207C Implement/monitor procedures when warehousing/storing dangerous goods and/or hazardous substances
		TLIF6507B — Ensure compliance with Australian Dangerous Goods Code
		TLIO407D — Conduct control procedures for transferring explosives and dangerous/hazardous/high risk goods
		TLIO607D — Plan and manage security procedures for transferring and transporting dangerous goods
		TLIP307D Implement, maintain and evaluate dangerous goods transport procedures within the workplace
		11 units that relate to Customs Broking have been revised:
		TLIA907E — Complete and check import/export documentation
		TLIA4807C — Carry out border clearance functions
		TLIA4907C — Apply specialist permit requirements as part of customs broking activities
		TLIA5007C — Apply GST legislation as part of customs broking activities
		TLIA5107C — Carry out quarantine procedures
		TLIA5207C — Carry out customs clearance practices
		TLIA5307C — Carry out customs valuation
		TLIA5407C — Classify commodities for the import and export of goods through customs
		TLIA5507C — Classify complex commodities for the import and export of goods through customs
		TLIA5607C — Carry out complex customs valuation
		TLIA5707C — Analyse, advise on and carry out integrated border clearance transactions
		4 units that relate to Freight Forwarder have been revised:

Version	Release date	Comments	
		TLII607D	Provide freight forwarding services to customers
		TLII707E	Provide freight forwarding information to customers
		TLII1607C	Service freight customers
		TLII1707C	Develop freight customers
		20 units in relation to Rail Signalling have been removed:	
		TLIB5007B	Maintain remote control and non-vital interlocking control systems
		TLIB5107B	Maintain power signalling and protected level crossing equipment
		TLIB5207B Maintain	on-site power operated point activating devices
		TLIB5407B	Install and maintain track circuit equipment
		TLIB5507B	Maintain computer based and solid state interlocking equipment
		TLIB5607B	Conduct route testing of new signal cables/line route
		TLIB5707B	Perform cable system test
		TLIB5907B	Assemble and wire internal electrical signalling equipment
		TLIB6207B	Install and maintain track circuit leads and bonds
		TLIB6307B	Maintain electronic signalling and communications systems
		TLIB6407B	Maintain electronic switched and micro processor-based remote control systems
		TLIB6507B	Install and maintain transmission interface equipment
		TLIB6607B	Install and maintain signalling power supplies
		TLIB6707B	Install and maintain power operated signalling equipment
		TLIB6807B	Repair power operated signalling equipment in a workshop
		TLIB6907B	Maintain power signalling and protective relay interlocking systems
		TLIB7007B	Locate, identify and repair cable system faults
		TLIS807B	Decommission electrical and electromechanical signalling infrastructure equipment from service
		TLIS1007B	Test and commission power signalling and protected level crossing equipment
		TLIS1107B	Install and test computer based and solid state interlocking equipment

Version	Release date	Comments
		1 unit in relation to Dangerous Goods has been removed:
		TLID2807C — Prepare for transport of packaged dangerous goods in bulk
		The following skill set has been revised:
		Skill Set for Driver Instructor
		Employability Skills Statement has also been changed for every qualification.
		AQF alignment for the following units which appear in Rail Operations, Road Transport, Mobile Crane Operations, and Logistics qualifications has been revised:
		TLIF6307A — Administer the implementation of fatigue management strategies
		TLIF6407A — Manage fatigue management policy and procedures
		TLIF5807B — Apply safeworking rules and regulations to rail functions
		TLIC1907B — Drive train to operational requirements
1.1	24/1/2008	Category II change The Category II change has been provided to incorporate the requirements for a national qualification for Driving Instructors. The qualification is constructed of eleven units of competency. A skill set of an additional two units of competency has also been developed to accommodate local requirements for Driving Instructors who carry out testing in some locations.
1 3/9/20	07	Primary release TLI07 is a reviewed Training Package replacing TDT02.

Table 1: Summary of AQF Qualifications in TLI07 Transport and Logistics Training Package (Version 4.1)

This table lists all of the qualifications in the TLI07 Training Package (Version 4.1).

Code	National qualification title
AQF 1	
TLIPC107	Certificate I in Transport and Logistics (Pathways)
TLI10107	Certificate I in Transport and Logistics (Warehousing and Storage)
TLI10307	Certificate I in Transport and Logistics (Stevedoring)
TLI10407	Certificate I in Transport and Logistics (Rail Operations)
TLI11107	Certificate I in Transport and Logistics (Logistics Operations)
AQF 2	
TLI20107	Certificate II in Transport and Logistics (Warehousing and Storage)
TLI20307	Certificate II in Transport and Logistics (Stevedoring)
TLI20407	Certificate II in Transport and Logistics (Rail Operations)
TLI21107	Certificate II in Transport and Logistics (Logistics Operations)
TLI21209	Certificate II in Driving Operations
TLI21309	Certificate II in Rail Infrastructure
AQF 3	
TLI30107	Certificate III in Transport and Logistics (Warehousing and Storage)
TLI30307	Certificate III in Transport and Logistics (Stevedoring)
TLI30407	Certificate III in Transport and Logistics (Rail Operations)
TLI30707	Certificate III in Transport and Logistics (Rail Infrastructure)
TLI30907	Certificate III in Transport and Logistics (Mobile Cranes Operations)
TLI31107	Certificate III in Transport and Logistics (Logistics Operations)
TLI31209	Certificate III in Driving Operations
TLI31309	Certificate III in International Freight Forwarding (Operator)
TLI31409	Certificate III in Rail Driving
AQF 4	
TLI40107	Certificate IV in Transport and Logistics (Warehousing and Storage)
TLI40307	Certificate IV in Transport and Logistics (Stevedoring)
TLI40407	Certificate IV in Transport and Logistics (Rail Operations)
TLI40707	Certificate IV in Transport and Logistics (Rail Infrastructure)
TLI40907	Certificate IV in Transport and Logistics (Mobile Cranes Operations)
TLI41107	Certificate IV in Transport and Logistics (Logistics)
TLI41207	Certificate IV in Transport and Logistics (Road Transport – Car Driving Instruction)
TLI41309	Certificate IV in Transport and Logistics (Road Transport – Heavy Vehicle Driving Instruction)
TLI41409	Certificate IV in Transport and Logistics (Road Transport – Motorcycle Riding

Code	National qualification title
	Instruction)
TLI41509	Certificate IV in Materiel Logistics
TLI41609	Certificate IV in International Freight Forwarding (Senior Operator)
AQF 5	
TLI50107	Diploma of Logistics
TLI50209	Diploma of Materiel Logistics
TLI50310	Diploma of International Freight Forwarding
AQF 6	
TLI60109	Advanced Diploma of Materiel Logistics

Table 2: Summary of Units of Competency in TLI07 Transport and Logistics Training Package (Version 4.1)

The TLI units of competency listed below are presented in field order. Note there are no pre-requisites for any TLI07 units of competency.

For each unit in the Summary, the AQF level at which it is normally packaged is indicated. Where a unit is packaged at different AQF levels, the <u>lowest</u> level is show as its nominal level.

Code	Title	AQF
A **Handling Cargo/Stock**		
TLIA107C Secure cargo		1
TLIA207C	Maintain container/cargo records	3
TLIA307C	Connect and disconnect reefer units	2
TLIA407C	Process receipt and delivery of containers and cargo	3
TLIA507C	Check and evaluate records and documentation	4
TLIA607C	Organise and monitor terminal/wharf operations	4
TLIA707C	Coordinate stevedoring clerical functions	4
TLIA807C Transfer cargo		3
TLIA907E	Complete and check import/export documentation	2
TLIA1007C Coordinate goods to bond premises		3
TLIA1107C Package goods		2
TLIA1207C	Pick and process orders	2
TLIA1307C Receive goods		2
TLIA1407C	Use product knowledge to complete work operations	2
TLIA1507C Co mplete receival/despatch documentation		3
TLIA1607C	Use inventory systems to organise stock control	3
TLIA1707C	Apply product knowledge to organise work operations	3
TLIA1807C	Organise despatch operations	3
TLIA1907C	Organise receival operations	3
TLIA2007C Replenish stock		2
TLIA2107C Despatch stock		2
TLIA2207C	Participate in stocktakes	2
TLIA2307C Coordinate stocktakes		3
TLIA2407C	Organise warehouse records operations	3
TLIA2507D	Regulate temperature controlled stock	4
TLIA2607C	Monitor storage facilities	3
TLIA2807C Assess and monitor optimum stock levels		4
TLIA2907D	Plan and manage storage of dangerous goods and hazardous substances	5
TLIA3007C	Organise cargo for export	4
TLIA3107C Consolidate freight		4
TLIA3207C	Organise transport of freight or goods	4

Code	Title	AQF
TLIA3307C	Organise international transport of freight	4
TLIA3507B	Manage international freight transfer	5
TLIA3807B	Control and order stock	3
TLIA3907B	Receive and store stock	3
TLIA4007B	Implement and monitor stevedoring regulations	4
TLIA4107B	Manually sort mail and parcels	2
TLIA4207B Despatch mail		2
TLIA4307B Consolidate mail		2
TLIA4407B	Carry out delivery operations	2
TLIA4507B	Process international parcels and letters	2
TLIA4607B	Process parcels and letters	2
TLIA4707B Stream mail		2
TLIA4807C	Carry out border clearance functions	2
TLIA4907C	Apply specialist permit requirements as part of customs broking activities	2
TLIA5007C	Apply GST legislation as part of customs broking activities	3
TLIA5107C	Carry out quarantine procedures	4
TLIA5207C	Carry out customs clearance practices	4
TLIA5307C	Carry out customs valuation	3
TLIA5407C	Classify commodities for the import and export of goods through customs	3
TLIA5507C	Classify complex commodities for the import and export of goods through customs	4
TLIA5607C	Carry out complex customs valuation	4
TLIA5707C	Analyse, advise on and carry out integrated border clearance transactions	4
TLIA5807A	Manage facility and inventory requirements	5
TLIA5059A	Plan and organise the international forwarding of freight by sea and multimodal transport	5
TLIA5060A	Plan and organise the international forwarding of freight by air transport	5
TLIA5061A	Plan and organise the international forwarding of freight by road and rail transport	5
B	**Equipment Checking and Maintenance**	
TLIB107C	Check and assess operational capabilities of equipment	2
TLIB207C	Test equipment and isolate faults	3
TLIB307C	Carry out vehicle servicing and maintenance	2
TLIB407C	Carry out vehicle inspection	2
TLIB507C	Carry out maintenance of vehicles designed to carry special loads	3
TLIB607C	Carry out inspection of vehicles designed to carry special loads	3
TLIB707C	Carry out maintenance of trailers	2
TLIB807C	Carry out inspection of trailers	2
TLIB907C	Check conveyor operational status	2
TLIB1007C	Plan and implement maintenance schedules	5

Code	Title	AQF
TLIB1107C	Set up and rig crane for lift	3
TLIB1207C	Plan job and set up work areas	3
TLIB1307C	Maintain mobile cranes	3
TLIB1407C	Load and unload wheeled or tracked crane	3
TLIB1507C	Undertake site inspection	3
TLIB1607C	De-rig, pack and store tools and equipment	3
TLIB1707C	Assemble and dismantle boom or jib	3
TLIB1807B	Conduct full train examination	3
TLIB1907B	Test train braking system	3
TLIB2007B	Visually inspect stationary train	3
TLIB2107B	Conduct train roll-by inspection	3
TLIB2207B	Diagnose and rectify minor faults	2
TLIB2307B	Provide sanitation and water services support to passenger transportation units	2
TLIB2407B	Clean transportation units and facilities for passenger use	1
TLIB2607B	Prepare for train operation	3
TLIB2707B	Set up and shut down on-train remote control system	3
TLIB2807B	Maintain and use hand tools	1
TLIB2907B	Use and maintain minor mechanical equipment	2
TLIB3007B	Undertake general site maintenance	1
TLIB3107B	Clean up plant, equipment and worksite	1
TLIB3407B	Maintain poles and associated hardware	2
TLIB4007B	Inspect poles and associated hardware	3
TLIB4207B	Conduct inspection of safeworking procedures and infrastructure	4
TLIB4607B	Service and clean mechanical signalling equipment and infrastructure	3
TLIB4707B	Repair and adjust mechanical signalling equipment and infrastructure	3
TLIB4807B	Carry out off-site repair, overhaul and assembly of mechanical signalling equipment	3
TLIB5307B	Maintain mechanical signalling locking and interlocking devices	3
TLIB5807B	Maintain aerial signal/telecommunications lines and cables	3
TLIB7107B	Install and maintain pole mounted switches and transformers	4
TLIB7307B	Clean road tankers	2
TLIB7507A	Inspect and prepare a motive power unit	3
TLIB7607A	Inspect and prepare a heritage motive power unit	4
TLIB7707A	Inspect and prepare a heritage steam locomotive	4
TLIB7807A	Inspect, prepare and start an electric tram	3
TLIB7907A	Set up and secure a towing situation	2
TLIB8007A	Use, clean and maintain towing equipment	1
TLIB8109A	Repair timber structures	2

Code	Title	AQF
TLIB8209A	Repair steel structures	2
TLIB8309A	Maintain bridge bearings	2
TLIB8409A	Carry out routine maintenance of structures	2
TLIB8509A	Apply track fundamentals	2
TLIB8609A	Apply awareness of structures fundamentals	2
TLIB8709A	Examine timber structures	3
TLIB8809A	Examine steel structures	3
TLIB9009A	Use communication systems in a taxicab	2
TLIB9109A	Measure and record track geometry	2
TLIB9209A	Operate minor mechanical equipment	2
TLIB9309A	Clean equipment and restore worksite	1
TLIB9409A	Check and repair track geometry	3
TLIB9509A	Check and repair points and crossings	3
TLIB9609A Repair	concrete/masonry structures	2
TLIB9709A	Install and maintain guard rails	2
TLIB9809A	Examine concrete/masonry structures	3
TLIB9909A	Examine track infrastructure	3
TLIB10009A	Visually inspect track infrastructure	3
TLIB10109A	Install and maintain rail joints	2
TLIB10209A Adjust	rail	3
C **Driving Vehicle**		
TLIC107C Drive	vehicle	1
TLIC207C	Drive light rigid vehicle	2
TLIC307C	Drive medium rigid vehicle	2
TLIC407D	Drive heavy rigid vehicle	3
TLIC507D	Drive heavy combination vehicle	3
TLIC607C Drive	multi-combination vehicle	4
TLIC707C	Operate vehicle carrying special loads	3
TLIC807C Drive	coach/bus	3
TLIC907C Drive	taxicab	2
TLIC1007C	Pilot or escort oversized and/or overmassed loads	3
TLIC1107C	Transport passengers with disabilities	3
TLIC1207C	Ride courier/delivery motorcycle	2
TLIC1307C	Ride courier/delivery bicycle	1
TLIC1607B	Conduct marshalling operations	4
TLIC1707B Shunt	rolling stock	3
TLIC1807B	Operate on-train remote control system	3
TLIC1907B	Drive train to operational requirements	4
TLIC2307B	Operate train with due consideration of route conditions	4

Code	Title	AQF
TLIC2407B	Operate urban passenger train	4
TLIC2507B	Operate four wheel drive vehicle	2
TLIC2607A	Operate and monitor a motive power unit	4
TLIC2707A	Stable a motive power unit	3
TLIC2807A	Operate and monitor a heritage motive power unit	3
TLIC2907A	Stable a heritage motive power unit	3
TLIC3007A	Operate and monitor a heritage steam locomotive	3
TLIC3107A	Stable a heritage steam locomotive	3
TLIC3207A	Operate and monitor a passenger electric tram	3
TLIC3307A	Drive an electric tram to operational requirements	3
TLIC3407A	Berth and shut down an electric tram	3
TLIC3507A	Manage the operation of a tow truck	3
TLIC3607B	Apply safe car driving behaviours	3
TLIC3708A	Apply safe heavy vehicle driving behaviours	3
TLIC3808A	Apply safe motorcycle riding behaviours	3
TLIC3909A	Operate and monitor a monorail train	3
TLIC4009A	Provide wheelchair accessible taxi services to passengers with disabilities	2
TLIC4109A	Operate self-propelled equipment on track	2
TLIC4209A Operate coach/bus		
D Load Handling		
TLID107C	Shift materials safely using manual handling methods	1
TLID207C	Shift a load using manually-operated equipment	1
TLID307E	Handle dangerous goods/hazardous substances	2
TLID407C	Load and unload goods/cargo	2
TLID707C	Prepare cargo for transfer with slings	2
TLID807C	Monitor crane operations	4
TLID907C Direct crane operations		4
TLID1007C	Operate a forklift	2
TLID1107C	Conduct specialised forklift operations	3
TLID1207C	Operate specialised load shifting equipment	2
TLID1307C Move materials mechanically using automated equipment		2
TLID1407C	Load and unload vehicles carrying special loads	3
TLID1507D	Identify and label explosives and dangerous goods	3
TLID1607D	Load and unload explosives and dangerous goods	2
TLID1807C	Handle furniture and effects	2
TLID1907C	Pack and unpack cartons during a removal	2
TLID2007C	Care for livestock in transit	3
TLID2107C	Use specialised bulk transfer equipment (dry)	2
TLID2207C Conduct weighbridge operations		2

Code	Title	AQF
TLID2307C	Use specialised liquid bulk gas transfer equipment	3
TLID2407C	Use specialised liquid bulk transfer equipment (gravity/pressurised)	3
TLID2707D	Prepare for transport of dangerous goods	3
TLID2907C	Prepare articles for delivery	2
TLID3007C	Supervise mobile crane operations	4
TLID3107C Rig	load	3
TLID3207C	Plan and conduct specialised lift	4
TLID3307C	Operate a vehicle-mounted loading crane	3
TLID3407C	Operate a mobile crane up to and including 20 tonnes on a demolition site	3
TLID3507C	Operate a boom type elevating work platform	3
TLID3607C	Lift and move load using mobile crane up to and including 20 tonnes	3
TLID4007C	Control lift and movement of crane	3
TLID4107C	Undertake cash-in-transit loading and unloading in an unsecured environment	3
TLID4307B	Shift loads using gantry equipment	3
TLID4407B	Shift loads using cranes	3
TLID4507B	Operate specialised light load shifting equipment	2
E	**Communication and Calculation**	
TLIE107C	Present routine workplace information	2
TLIE207C Estim	ate/calculate mass, area and quantify dimensions	3
TLIE307C	Participate in basic workplace communication	1
TLIE407C	Prepare workplace documents	3
TLIE507C	Carry out basic workplace calculations	1
TLIE607D	Collect, analyse and present workplace data and information	4
TLIE707B	Use communication systems	2
TLIE807C	Process workplace documentation	2
TLIE907C	Use pilot and escort communication	3
TLIE1007C	Estimate furniture removal jobs	3
TLIE1207C	Consolidate manifest documentation	3
TLIE1307C	Apply workplace statistics	4
TLIE1407C	Compile and process export documentation	2
TLIE1507C	Undertake rigger/dogger and driver communication	3
TLIE1607C	Estimate/calculate load shifting requirements for a mobile crane	3
TLIE1707B	Undertake initial removal survey	2
TLIE1807B	Maintain freight records	3
TLIE1907B	Work with travel agencies and sales outlets	3
TLIE5020A	Apply knowledge of freight forwarding documentation and permits	5
F	**Safety Management**	
TLIF107C	Follow occupational health and safety procedures	1

Code	Title	AQF
TLIF207C	Conduct housekeeping activities	1
TLIF307C	Implement and monitor occupational health and safety procedures	3
TLIF407C	Organise occupational health and safety procedures in the workplace	3
TLIF607C	Apply accident-emergency procedures	2
TLIF707C	Implement and coordinate accident-emergency procedures	4
TLIF907C	Conduct cleaning operations in enclosed spaces	1
TLIF1007C	Apply fatigue management strategies	2
TLIF1207D	Apply safe procedures when handling/transporting dangerous goods or explosives	2
TLIF1307C Coordinate	breakdowns and emergencies	3
TLIF1407C	Develop and maintain a safe workplace	4
TLIF1707B	Investigate rail safety incidents	5
TLIF1807B	Operate firefighting equipment	2
TLIF1907B	Ensure a safe on-board passenger and working environment	2
TLIF2007B Manage	emergencies 5	
TLIF2107B	Respond to train-driving emergencies and abnormal situations	4
TLIF2207C Im	plement/monitor procedures when warehousing/storing dangerous goods and/or hazardous substances	3
TLIF5807B	Apply safeworking rules and regulations to rail functions	3
TLIF6007A	Control traffic as a pilot vehicle operator	3
TLIF6107A	Respond to electric tram-driving emergencies and abnormal situations	4
TLIF6207A	Apply awareness of safeworking rules and regulations	2
TLIF6307A	Administer the implementation of fatigue management strategies	3
TLIF6407A	Manage fatigue management policy and procedures	4
TLIF6507B	Ensure compliance with Australian Dangerous Goods Code	4
TLIF6607A	Implement and supervise transport regulations compliance systems	4
TLIF6707A	Implement safety stock systems	4
TLIF6808A	Work at height in the stevedoring industry	2
TLIF6909A	Monitor and respond to traffic flow	0
TLIF7009A	Operate fire and life safety system within a road tunnel	0
TLIF7209A	Comply with safety and security procedures	2
G Teamwork		
TLIG107C	Work effectively with others	1
TLIG207C	Lead a work team or group	3
TLIG507C	Organise transport workload	4
TLIG607C	Facilitate work teams	4
TLIG707B	Work in a socially diverse environment	2
H Route Planning and Navigation		
TLIH107D	Interpret road maps and navigate pre-determined routes	2

Code	Title	AQF
TLIH207D	Plan and navigate routes	3
TLIH307C Prioritise courier/delivery operations		2
TLIH407B	Identify major roads, services and attractions	3
I	**Customer Service**	
TLII107D	Coordinate quality customer service	4
TLII207D	Apply customer service skills	1
TLII307C	Provide customer service in transport vehicles/vessels	3
TLII407C	Manage camping procedures for coaches and buses	3
TLII507C	Market services and products to clients	4
TLII607D	Provide freight forwarding services to customers	2
TLII707E	Provide freight forwarding information to customers	3
TLII807C	Monitor transport activities at interchanges	4
TLII907C	Provide on-board services to customers	3
TLII1007A	Provide travel information to customers	3
TLII1507B	Operate the on-train buffet car	2
TLII1607C	Service freight customers	4
TLII1707C	Develop freight customers	4
TLII1807B	Manage customer service	5
TLII1909A	Provide taxicab customer service	2
J	**Quality**	
TLIJ107C	Apply quality procedures	2
TLIJ207C	Apply quality systems	3
TLIJ307C	Apply grain protection measures	2
TLIJ407C	Implement grain monitoring measures	2
TLIJ507C	Sample, inspect and test products to specifications	3
TLIJ607C	Implement grain protection procedures	3
TLIJ707C	Conduct internal quality audits	5
TLIJ807A	Implement and monitor inbound QA systems	4
K	**Computers and Technology**	
TLIK107C	Use infotechnology devices and computer applications in the workplace	2
TLIK307C	Apply keyboard skills	2
TLIK607C	Evaluate software requirements and hardware enhancements	5
TLIK707C	Perform electronic data interchange (EDI) to transmit shipping documentation	2
TLIK807A	Implement and monitor network security	4
TLIK5009A	Apply knowledge of ICT to international freight forwarding activities	5
L	**Resource Management**	
TLIL107C	Complete workplace orientation/induction procedures	1
TLIL207C	Undertake employee payroll activities	3

Code	Title	AQF
TLIL307C	Conduct induction process	3
TLIL507D	Apply conflict/grievance resolution strategies	4
TLIL707D	Coordinate fleet control logistics	4
TLIL807C	Complete routine administrative tasks	2
TLIL907C	Manage personal work priorities and professional development	4
TLIL1007C	Assess and confirm customer transport requirements	4
TLIL1907C	Implement and monitor transport logistics	5
TLIL2007C Develop and maintain operational procedures for transport and distribution enterprises		5
TLIL2107C	Coordinate the erection and dismantling of temporary storage facilities	4
TLIL2607B	Manage export logistics	5
TLIL3007B	Control a furniture warehouse	4
TLIL3107B	Monitor and process attendance records	2
TLIL3207B	Implement equal employment equity strategies	4
TLIL3307B	Promote effective workplace practice	4
TLIL3407B	Arrange alternative passenger transport	4
TLIL3507B Allocate motive power		3
TLIL3607B Develop rosters		4
TLIL3707B	Apply and amend rosters	4
TLIL3807B Organise marshalling and shunting operations		4
TLIL3907B	Assist with train operations	3
TLIL4007B	Plan and control daily train operations	4
TLIL4107B	Monitor and record rolling stock locations	2
TLIL4207B	Control rail traffic movement	4
TLIL4307B Allocate freight		4
TLIL4407B	Organise freight yard movement	4
TLIL4507B	Organise services for special events	3
TLIL4607B	Handle customer luggage/property	2
TLIL4707B	Coordinate train movement activities	4
TLIL4807B	Prepare for train departure	2
TLIL4907B	Develop train plans and schedules	4
TLIL5007B	Allocate rolling stock	4
TLIL5207A	Plan urban passenger train consists	3
TLIL5307A	Plan rural passenger train consists	3
TLIL5407A	Plan freight train consists	3
TLIL5507A	Manage a supply chain	5
TLIL5707A	Maintain, monitor and improve transport operations systems	5
TLIL5807A	Plan a career in logistics	4
TLIL5907A	Implement asset management systems	4

Code	Title	AQF
TLIL6009A	Complete induction to the transport industry	2
TLIL5061A	Apply knowledge of the international freight forwarding industry	5
TLIL5062A	Apply knowledge of logistics storage and distribution to international freight forwarding	5
TLIL5063A	Review contracts, insurance, risk and liability in the international freight forwarding context	5
TLIL5064A	Manage international special freight transport services including dangerous goods and special cargo	5
LIC	**Licensing Units**	
TLILIC108A	Licence to operate a forklift truck	N/A
TLILIC208A	Licence to operate an order picking forklift truck	N/A
TLILIC308A	Licence to operate a bridge and gantry crane	N/A
TLILIC408A	Licence to operate a derrick crane	N/A
TLILIC508A	Licence to operate a boom-type elevating work platform (boom length 11 meters or more)	N/A
TLILIC608A	Licence to operate a non-slewing mobile crane (greater than 3 tonnes capacity)	N/A
TLILIC708A	Licence to operate a portal boom crane	N/A
TLILIC808A	Licence to operate a slewing mobile crane (up to 20 tonnes)	N/A
TLILIC908A	Licence to operate a slewing mobile crane (up to 60 tonnes)	N/A
TLILIC1008A	Licence to operate a slewing mobile crane (up to 100 tonnes)	N/A
TLILIC1108A	Licence to operate a slewing mobile crane (over 100 tonnes)	N/A
TLILIC1208A	Licence to operate a vehicle loading crane (capacity 10 metre tonnes and above)	N/A
TLILIC1309A	Prepare and transport dangerous goods by road	3
TLILIC1409A	Licence to drive light rigid vehicle	2
TLILIC1509A	Licence to drive medium rigid vehicle	2
TLILIC1609A	Licence to drive heavy rigid vehicle	2
TLILIC1709A	Licence to drive heavy combination vehicle	3
TLILIC1809A	Licence to drive multi-combination vehicle	3
M	**Training**	
TLIM107B	Develop safe car driving behaviours in others	4
TLIM208A	Develop safe heavy vehicle driving behaviours in others	4
TLIM308A Develop	safe motorcycle riding behaviours in others	4
O	**Security**	
TLIO207D	Follow security procedures	1
TLIO307C	Undertake loading and unloading in a designated secured environment	2
TLIO407D	Conduct control procedures for transferring explosives and dangerous/hazardous/high risk goods	3
TLIO507C	Plan and manage security procedures for the enterprise	5
TLIO607D	Plan and manage security procedures for transferring and transporting	5

Code	Title	AQF
	dangerous goods	
TLIO707C	Undertake emergency response action to a security threat	3
TLIO807C	Implement cash-in-transit security procedures	3
TLIO907C	Test and inspect cash-in-transit security equipment	3
TLIO1007C	Respond to cash-in-transit security incidents	3
TLIO1107C	Provide revenue protection measures	2
TLIO1207C	Manage disruptive and/or unlawful behaviour	3
TLIO1307C	Administer the security of assets and facilities	2
TLIO1507B	Maintain security of railway property and revenue	3
TLIO1607B	Apply and monitor workplace security procedures	3
TLIO1707A	Manage security of storage facilities	5
TLIO1807A	Manage compliance with customs excise	5
TLIO1907A Apprehend offenders		3
TLIO5020A	Advise on and manage security and safety in international freight transport	5
P	**Business Planning**	
TLIP107C	Develop plans to meet customer and organisation needs	4
TLIP207C	Facilitate and capitalise on change in the workplace	4
TLIP307D	Implement, maintain and evaluate dangerous goods transport procedures within the workplace	4
TLIP407C	Develop a transport and distribution business plan	5
TLIP507C	Manage workplace information	4
TLIP607C Establish international distribution networks		5
TLIP707C	Contribute to the development of a workplace learning environment	5
TLIP807C	Manage a transport and distribution business unit	5
TLIP1007C	Assess lift requirements and provide quotation	4
TLIP1107C	Develop and evaluate strategies for transport and distribution enterprises	5
TLIP1307A	Implement and monitor logistics planning and process	4
PC	**Pathways Certificate**	
TLIPC107A	Demonstrate care and apply safe practices at work	1
TLIPC207A	Adapt to work requirements in the transport and logistics industry	1
TLIPC307A	Apply effective work practices	1
TLIPC407A Co mplete courier delivery operations		1
TLIPC507A	Complete small store operations	1
Q	**Financial Management**	
TLIQ107D	Conduct financial transactions	2
TLIQ207C	Set and achieve budget	5
TLIQ307C	Maintain financial records in a small business	3
TLIQ407C	Organise freight invoicing and payment	3
TLIQ607C	Administer international trading accounts	4

Code	Title	AQF
TLIQ707C	Prepare and process financial documents	2
TLIQ907C	Conduct courier/delivery cash transactions	2
TLIQ1007B	Maintain customer credit accounts and services	4
TLIQ1107B	Maintain petty cash account	2
TLIQ1207B	Sell products and services	2
TLIQ1307B	Advise on and construct fares for customers	3
TLIQ1407A	Manage budgets and financial plans	5
TLIQ1507A Manage assets		5
TLIQ1609A	Carry out financial transactions and maintain records	2
R Contract Procurement		
TLIR107C	Monitor supplier performance	4
TLIR207C	Source goods/services and evaluate contractors	4
TLIR307C	Negotiate a contract	4
TLIR507A	Manage a contract	5
TLIR607A	Develop, implement and review purchasing strategies	5
TLIR707A	Manage international purchasing	5
TLIR807A	Implement and supervise stocktaking procedures	4
TLIR907A	Implement purchasing systems	4
TLIR1007A Plan purchasing		4
TLIR1207A	Conduct international purchasing	4
TLIR1407A Manage suppliers		5
S Installation and Commissioning		
TLIS407B	Install and maintain rail bonding systems	2
TLIS507B	Install mechanical infrastructure for signalling	3
TLIS707B	Decommission mechanical signalling infrastructure equipment and interlocking equipment from service	4
TLIS907B	Install mechanical signalling locking and interlocking devices	3
TLIS1009A	Test rail using ultrasonic equipment	3
TLIS1109A	Test rail using nondestructive testing equipment	3
TLIS1209A	Install and service rail lubrication equipment	2
TLIS1309A Install minor structures		2
T Records		
TLIT107C	Capture records into a records keeping system	2
TLIT207C	Document a records system	3
TLIT307C	Identify and classify records to be captured	3
TLIT407C	Maintain control of records	2
TLIT507C	Provide information from and about records	2
TLIT607C	Provide records retrieval service	3
TLIT707C Sentence records		3

Code	Title	AQF
TLIT807C	Undertake disposal program	3
TLIT907C	Undertake movement of records	3
TLIT1007C Destroy records		3
U	**Environment**	
TLIU107B	Implement and monitor environmental protection policies and procedures	4
TLIU607B	Conduct environmental audits	5
TLIU707B	Care for the environment	2
TLIU809A	Apply environmental procedures to rail infrastructure	2
V	**Pallet Operations**	
TLIV107C	Cut and join materials	2
TLIV207C	Operate hand held air/power equipment for production processes	2
TLIV307C	Apply surface coatings using a spray gun	2
TLIV407C	Undertake pallet repairs	2
TLIV507C	Clean and inspect pallets	2
TLIV607C Manufacture pallets using automated methods		2
TLIV707C Manufacture pallets using manual methods		2
TLIV807C	Dock boards using computer programmed machinery	2
TLIV907C	Dock boards on mechanical feeds	2
W	**Carrying Out Operations on Equipment and Systems**	
TLIW107B	Operate under track protection rules	2
TLIW207B	Coordinate and manage track protection	3
TLIW507B	Perform direct burial of cables	3
TLIW607B	Operate computerised mail and parcels sorting equipment	3
TLIW707B	Code and coordinate video-coding operations	3
TLIW807B	Carry out culler facer canceller (CFC) operations	3
TLIW1209A Grind rails		2
TLIW1309A	Grind switches and crossings	3
TLIW1409A	Weld rail using electric welding process	3
TLIW1509A	Weld rail using aluminothermic welding process	3
TLIW1609A	Weld rail using flashbutt welding process	3
X	**Construction**	
TLIX1107B	Install overhead wiring structure	2
TLIX1607B	Erect and mount structures and housings for signalling equipment	3
TLIX1809A	Implement ballast unloading	3
TLIX1909A Implement track maintenance and construction		3
TLIX2009A	Install and maintain surface track drainage	2
TLIX2109A	Install and replace transoms	2
TLIX2209A Implement structures maintenance and installation of minor structures		3
TLIX2309A	Carry out track ballasting	2

Code	Title	AQF
TLIX2409A	Install railway sleepers	2
TLIX2509A Install rail		2
TLIX2609A	Install and repair temporary track supports	2
TLIX2709A	Install and repair rail fastening systems	2
TLIX2809A	Install and repair fences and gates	2
TLIX2909A	Use chemical repair products	2
TLIX3009A	Install and repair rail earthworks	3
TLIX3109A	Install points and crossings	3
Y Materiel Logistics		
TLIY108A	Formulate materiel logistics strategies	6
TLIY208A	Contribute to materiel logistics strategies	6
TLIY308A	Develop and review integrated logistics support plans	5
TLIY408A	Develop integrated logistics support processes and procedures	5
TLIY508A Manage integrated logistics support operations		5
TLIY608A Manage verification and validation processes		5
TLIY708A	Implement and monitor integrated logistics support plans	4
TLIY808A	Conduct integrated logistics support activities	4
TLIY908A	Apply integrated logistics support processes and procedures	4
TLIY1008A	Provide specialist integrated logistics support advice	5
TLIY1108A	Conduct logistics support analysis activities	4
TLIY1208A	Develop and review materiel sustainment plans	5
TLIY1308A	Develop materiel sustainment processes and procedures	5
TLIY1408A Manage materiel sustainment operations		5
TLIY1508A	Establish supply chains	5
TLIY1608A	Implement and monitor materiel sustainment plans	4
TLIY1708A	Conduct materiel sustainment activities	4
TLIY1808A	Apply materiel sustainment processes and procedures	4
TLIY1908A	Provide specialist materiel sustainment advice	5
TLIY2008A	Develop and review configuration management plans	5
TLIY2108A Manage configuration management processes		5
TLIY2208A	Implement and monitor configuration management plans	4
TLIY2308A Conduct configuration management activities		4
TLIY2408A	Apply configuration management processes and procedures	4
TLIY2508A	Provide specialist configuration management advice	5
TLIY2608A	Apply codification and cataloguing processes and procedures	4
TLIY2708A Assess maintenance spares and manage repairable items		4
TLIY2808A	Apply knowledge of logistics	4
TLIY2908A	Apply knowledge of integrated logistics support	4
TLIY3008A	Apply knowledge of materiel sustainment	4

Code	Title	AQF
TLIY3108A	Apply knowledge of configuration management	4
TLIY3208A	Apply knowledge of technical regulatory framework	4
TLIY3308A	Apply technical regulatory framework compliance management systems	4
TLIY3408A	Apply technical risk management systems and techniques	4
TLIY3508A Maintain	technical data and information	4
TLIY3608A	Manage and monitor technical data and information systems	5

Table 3: Imported Units of Competency in TLI07 Transport and Logistics Training Package (Version 4.1)

The TLI07 Transport and Logistics Training Package has imported units of competency from other Training Packages. Please check the relevant Assessment Guidelines of the source Training Package by accessing the NTIS (or a physical copy) regarding any special conditions which may apply to the assessment of imported units of competency. For up-to-date versions of the following units, refer to www.ntis.gov.au or the respective Industry Skills Councils:

Code	Title	Pre-requisite	AQF
BSB07 Business Services Training Package			
BSBADM409A	Coordinate business resources	Nil	4
BSBCOM501B	Identify and interpret compliance requirements	Nil 5	
BSBCOM601B	Research compliance requirements and issues	Nil	6
BSBCUS201A	Deliver a service to customers	Nil	2
BSBCUS301A	Deliver and monitor a service to customers	Nil	3
BSBCUS401A Coordinate implementation of customer service strategy		Nil 4	
BSBCUS501A	Manage quality customer service	Nil	5
BSBFIM501A	Manage budgets and financial plans	Nil	5
BSBHRM402A	Recruit and select personnel	Nil	4
BSBINM401A	Implement workplace information system	Nil	4
BSBINM501A	Manage an information or knowledge management system	Nil 5	
BSBMGT403A	Implement continuous improvement	Nil	4
BSBMGT502B	Manage people performance	Nil	5
BSBMGT516A	Facilitate continuous improvement	Nil	5
BSBMGT605B	Provide leadership across the organisation	Nil	6
BSBMGT616A	Develop and implement strategic plans	Nil	6
BSBMGT617A	Develop and implement a business plan	Nil	6
BSBMKG513A	Promote products and services to international markets	Nil 5	
BSBOHS407A	Monitor a safe workplace	Nil	4
BSBOHS509A	Ensure a safe workplace	Nil	5
BSBPMG604A	Direct cost management of a project program	Nil	6
BSBPMG606A	Direct human resources management of a project program	Nil 6	
BSBPMG609A	Direct procurement and contracting for a project program	Nil 6	
BSBPMG503A	Manage project time	Nil	5
BSBPMG504A	Manage project costs	Nil	5

Code	Title	Pre-requisite	AQF
BSBPMG506A	Manage project human resources	Nil	5
BSBPMG507A	Manage project communications	Nil	5
BSBPMG509A	Manage project procurement	Nil	5
BSBREL401A	Establish business networks	Nil	4
BSBRKG304B	Maintain business records	Nil	3
BSBRSK401A	Identify risk and apply risk management processes	Nil 4	
BSBRSK501A Manage risk		Nil	5
BSBWOR301A	Organise personal work priorities and development	Nil 3	
BSBWOR402A	Promote team effectiveness	Nil	4
BSBWRK509A	Manage industrial relations	Nil	5
CPC08 Construction, Plumbing and Services Integrated Framework			
CPCCLDG3001A	Licence to perform dogging	Nil	N/A
CPCCLRG3001A	Licence to perform rigging – basic level	Nil	N/A
CPCCLRG3002A	Licence to perform rigging – intermediate level	Nil N/A	
CPCCLRG4001A	Licence to perform rigging – advanced level	Nil	N/A
CPCCOHS1001A	Work safely in the construction industry	Nil	1
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry	Nil 2	
CPCCCM2007A	Use explosive power tools	CPCCOHS2001A	2
CPCCSF2003A	Cut and bend materials using oxy/LPG equipment	CPCCOHS2001A 2	
CPCCCO2004A	Carry out concrete work	CPCCOHS2001A	2
CPCCPD3010A	Apply protective paint coating systems	CPCCOHS2001A	3
CPCCCM1006A	Work safely at heights	CPCCOHS2001A	1
CPCCCM2008A	Erect and dismantle restricted height scaffolding	CPCCOHS2001A 2	
CPCCCO3014A	Conduct concrete agitator truck operations	CPCCOHS1001A	3
CPCCCM3001A	Operate elevating work platforms	CPCCCM1006A CPCCOHS2001A	3
CPCCCA2003A	Erect and dismantle formwork for footings and slabs on ground	CPCCOHS2001A 2	
CPCCSF2004A	Place and fix reinforcement materials	CPCCOHS2001A	2
FPI05 Forest and Forest Products Training Package			
FPICOT3226A	Shift forestry logs using trucks	Nil	3
HLT07 Health Training Package			
HLTFA301B	Apply basic first aid	Nil	1
HLTFA402B	Apply advanced first aid	Nil	2

Code	Title	Pre-requisite	AQF
HLTAMBPD401B	Manage personal stressors in the work environment	Nil 4	
MEM05 Metal and Engineering Training Package			
MEM24003B	Perform basic magnetic particle testing	MEM24012B	2
MEM18001C	Use hand tools	Nil	1
MEM24012B	Apply metallurgy principles	Nil	2
MEM24001B	Perform basic penetrant testing	MEM24012B MEM18001C	2
MEM24003B	Perform basic magnetic particle testing	MEM24012B	2
PMC04 Manufactured Mineral Products Training Package			
PMCOPS261B	Deliver concrete to site	Nil	2
PRM04 Asset Maintenance Training Package			
PRMWM11B	Respond to waste emergency	Nil	1
PRMWM15B	Move waste using load shifting equipment	Nil	1
PRMWM44B	Identify wastes and hazards	Nil	4
PSP04 Public Sector Training Package			
PSPGOV404B	Develop and implement work unit plans	Nil	4
PSPGOV406B	Gather and analyse information	Nil	4
PSPGOV413A	Compose complex workplace documents	Nil	4
PSPGOV421A Exercise delegations		Nil	4
PSPGOV504B	Undertake research and analysis	Nil	5
PSPGOV511A Provide leadership		Nil	5
PSPGOV512A	Use complex workplace communication strategies	Nil 5	
PSPGOV513A	Refine complex workplace documents	Nil	5
PSPGOV518A Bench mark performance		Nil	5
PSPGOV524A Interpret data and statistics		Nil	5
PSPGOV602B	Establish and maintain strategic networks	Nil	6
PSPGOV605A	Persuade and influence opinion	Nil	6
PSPGOV606A	Prepare high-level/sensitive written materials	Nil	6
PSPHR620A Manage organisational development		Nil	6
PSPMNGT602B Manage resources		Nil	6
PSPMNGT610A	Manage public sector financial resources	Nil	6
PSPMNGT613A Develop partnering arrangements		Nil	6
PSPMNGT615A	Influence workforce effectiveness	Nil	6
PSPPM401B	Design simple projects	Nil	4
PSPPM402B	Manage simple projects	Nil	4
PSPPM403B Close simple projects		Nil	4
PSPPM504A	Carry out complex project activities	Nil	5

Code	Title	Pre-requisite	AQF
PSPPOL602A	Provide policy advice	Nil	6
PSPPOL603A	Manage policy implementation	Nil	6
PSPPROC302A	Undertake basic procurement	Nil	3
PSPPROC405B	Dispose of assets	Nil	4
PSPPROC407A	Establish procurement need	Nil	4
PSPPROC408A	Develop requests for offers	Nil	4
PSPPROC409A	Receive and select offers	Nil	4
PSPPROC410A	Administer contracts	Nil	4
PSPPROC502A Establish	contract management arrangements	Nil	5
PSPPROC503A	Manage contract performance	Nil	5
PSPPROC504A Finalise	contracts	Nil	5
PSPPROC602B	Direct the management of contracts	Nil	6
PSPPROC603B	Divest strategic assets	Nil	6
PSPPROC604A	Plan for strategic procurement	Nil	6
PSPPROC605A Coordinate	strategic procurement	Nil	6
PSPPROC606A Negotiate	strategic procurement	Nil	6
PSPPROC701B	Establish strategic procurement directions	Nil	7
PSPPROC702B	Establish the procurement context	Nil	7
RII09 Resources and Infrastructure Training Package			
RIICCM201A	Carry out measurements and calculations	Nil	2
RIICCM203A	Read and interpret plans and specifications	Nil	2
RIICCM205A	Carry out manual excavation	Nil	2
RIICCM207A	Spread and compact materials manually	Nil	2
RIICCM208A	Carry out basic levelling	Nil	2
RIIOHS205A	Control traffic with a stop-slow bat	Nil	2
RIIOHS204A	Work safely at heights	Nil	2
RIIOHS302A	Implement traffic management plan	Nil	3
RIIMPO319A	Conduct backhoe/loader operations	Nil	3
RIIMPO320A	Conduct civil construction excavator operations	Nil 3	
RIIMPO321A	Conduct civil construction wheel loader operations	Nil 3	
RIIMPO322A	Conduct civil construction tracked front end loader operations	Nil 3	
RIIMPO318A	Conduct skid steer loader operations	Nil	3
SIR07 Retail Services Training Package			
SIRPDIS002A	Deliver prescription medicines to customers outside the pharmacy	Nil 0	
TAA04 Training and Assessment Training Package			

Code	Title	Pre-requisite	AQF
TAAASS401C	Plan and organise assessment	Nil	4
TAAASS402C Assess	competence	Nil	4
TAADEL301C	Provide training through demonstration of work skills	Nil 3	
TAADEL403B	Facilitate individual learning	Nil	4
TAADES402B	Design and develop learning programs	Nil	4

Where any of the units listed above are used to form a qualification or skill set they do not count as units imported under the following packaging rule:

- up to 2 suitable units (aligned at AQF xx) drawn with appropriate contextualisation from either other Transport and Logistics Certificate xx qualifications, or other relevant endorsed Training Packages.

Table 4: Mapping of TLI07 (Version 4.1) Units of Competency to TLI07 (Version 3) Units of Competency

This table shows the relationship between units of competency in the TLI07 (Version 4.1) Training Package and units of competency in the TLI07 (Version 3) where changes have occurred. Units of competency that were in the TLI07 (Version 3) Training Package and have now been deleted are shown in Table 5.

Legend: E =Equivalent   N = Not Equivalent

TLI07 Version 4.1		TLI07 Version 3		Comments	E/N
Code	Title	Code	Title		
TLIA5059A	Plan and organise the international forwarding of freight by sea and multimodal transport			New Unit	
TLIA5060A	Plan and organise the international forwarding of freight by air transport			New Unit	
TLIA5061A	Plan and organise the international forwarding of freight by road and rail transport			New Unit	
TLIE5020A	Apply knowledge of freight forwarding documentation and permits			New Unit	
TLIK5009A	Apply knowledge of ICT to international freight forwarding activities			New Unit	
TLIL5061A	Apply knowledge of the international freight forwarding industry			New Unit	
TLIL5062A	Apply knowledge of logistics storage and distribution to international freight forwarding			New Unit	
TLIL5063A	Review contracts, insurance, risk and liability in the international freight			New Unit	

TLI07 Version 4.1		TLI07 Version 3		Comments	E/N
Code	**Title**	**Code**	**Title**		
	forwarding context				
TLIL5064A	Manage international special freight transport services including dangerous goods and special cargo			New Unit	
TLIO5020A	Advise on and manage security and safety in international freight transport			New Unit	

Table 5: Deleted Units of Competency from TLI07 (Version 4.1)

This table shows units that were in the TLI07 (Version 3) Training Package and have not been carried over to TLI07 (Version 4.1).

TLI07 (V3) Code	TLI07 (V3) Title	Comments
There are no deleted units in this version of the Training Package		

Table 6: Mapping of Qualifications TLI07 (Version 4.1) Qualifications to TLI07 (Version 3) Qualifications

This table shows the relationship between qualifications in the TLI07 (Version 4.1) Training Package and the qualifications in the TLI07 (Version 3) Training Package.

Qualification code in TLI07 (V4.1)	Relationship	E/N	Comment in relation to TLI07 (V3) Transport and Logistics Training Package
TLI50310 Diploma of International Freight Forwarding			New Qualification

Overview of Training Packages

What is a Training Package?

A Training Package is an integrated set of nationally endorsed competency standards, assessment guidelines and Australian Qualifications Framework (AQF) qualifications for a specific industry, industry sector or enterprise.

Each Training Package:

- provides a consistent and reliable set of components for training, recognising and assessing people's skills, and may also have optional support materials

- enables nationally recognised qualifications to be awarded through direct assessment of workplace competencies

- encourages the development and delivery of flexible training which suits individual and industry requirements

- encourages learning and assessment in a work-related environment which leads to verifiable workplace outcomes.

How do Training Packages fit within the National Training Framework?

The National Skills Framework applies nationally, is endorsed by the Ministerial Council for Vocational and Technical Education, and comprises the Australian Quality Training Framework 2010 (AQTF 2010), and Training Packages endorsed by the National Quality Council (NQC).

How are Training Packages developed?

Training Packages are developed by Industry Skills Councils or enterprises to meet the identified training needs of specific industries or industry sectors. To gain national endorsement of Training Packages, developers must provide evidence of extensive research, consultation and support within the industry area or enterprise.

How do Training Packages encourage flexibility?

Training Packages describe the skills and knowledge needed to perform effectively in the workplace without prescribing how people should be trained.

Training Packages acknowledge that people can achieve vocational competency in many ways by emphasising what the learner can do, not how or where they learned to do it. For example, some experienced workers might be able to demonstrate competency against the units of competency, and even gain a qualification, without completing a formal training program.

With Training Packages, assessment and training may be conducted at the workplace, off-the-job, at a training organisation, during regular work, or through work experience, work placement, work simulation or any combination of these.

**Who can deliver and assess using Training Packages?**

Training and assessment using Training Packages must be conducted by a Registered Training Organisation (RTO) that has the qualifications or specific units of competency on its scope of registration, or that works in partnership with another RTO, as specified in the AQTF 2010.

Training Package Components

Training Packages are made up of mandatory components endorsed by the NQC, and optional support materials.

Training Package endorsed components

The nationally endorsed components include the Competency Standards, Assessment Guidelines and Qualifications Framework. These form the basis of training and assessment in the Training Package and, as such, they must be used.
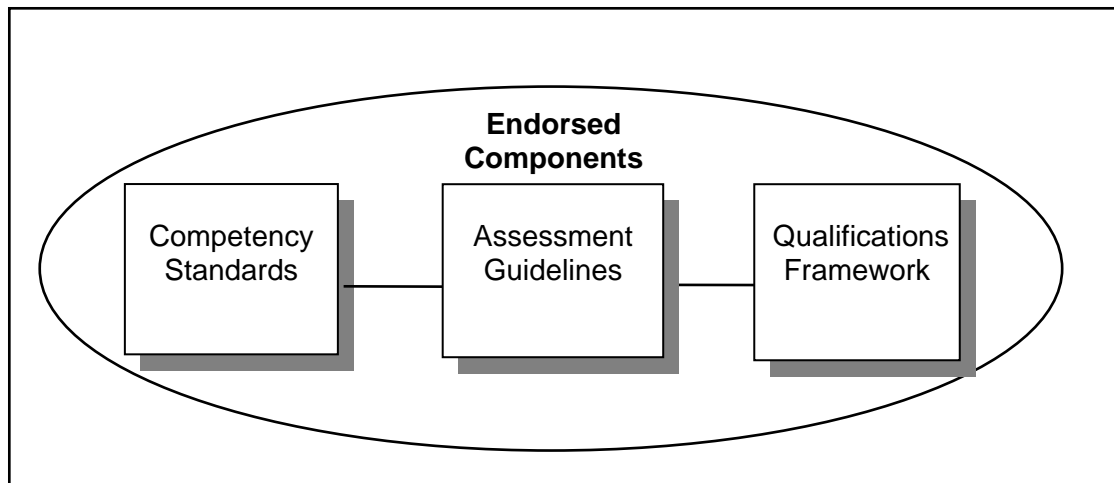
Competency standards

Each unit of competency identifies a discrete workplace requirement and includes the knowledge and skills that underpin competency as well as language, literacy and numeracy; and occupational health and safety requirements. The units of competency must be adhered to in training and assessment to ensure consistency of outcomes.

Assessment guidelines

The Assessment Guidelines provide an industry framework to ensure all assessments meet industry needs and nationally agreed standards as expressed in the Training Package and the AQTF 2010. The Assessment Guidelines must be followed to ensure the integrity of assessment leading to nationally recognised qualifications.

Qualifications framework

Each Training Package provides details of those units of competency that must be achieved to award AQF qualifications. The rules around which units of competency can be combined to make up a valid AQF qualification in the Training Package are referred to as the 'packaging rules'. The packaging rules must be followed to ensure the integrity of nationally recognised qualifications issued.

Training Package Support Materials

The endorsed components of Training Packages are complemented and supported by optional support materials that provide for choice in the design of training and assessment to meet the needs of industry and learners.

Training Package support materials can relate to single or multiple units of competency, an industry sector, a qualification or the whole Training Package. They tend to fall into one or more of the categories illustrated below.

Support Materials		
Learning Strategy	Assessment Materials	Professional Development Materials
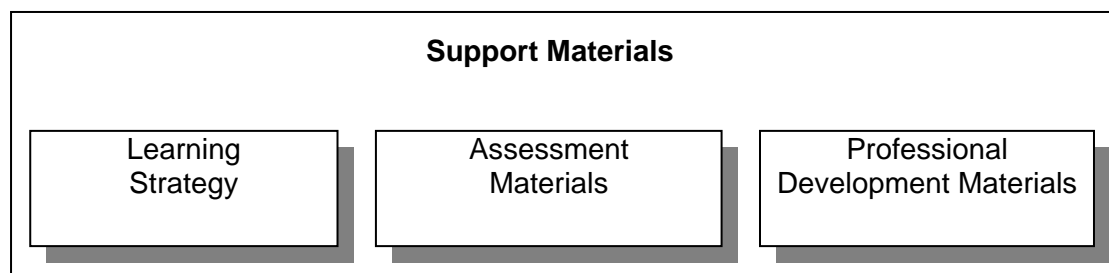
Training Package support materials are produced by a range of stakeholders such as RTOs, individual trainers and assessors, private and commercial developers and Government agencies.

Where such materials have been quality assured through a process of 'noting' by the NQC, they display the following official logo. Noted support materials are listed on the National Training Information Service (NTIS), together with a detailed description and information on the type of product and its availability (*www.ntis.gov.au*).

It is not compulsory to submit support materials for noting; any resources that meet the requirements of the Training Package can be used.

Training Package, Qualification and Unit of Competency Codes

There are agreed conventions for the national codes used for Training Packages and their components. Always use the correct codes, exactly as they appear in the Training Package, **and with the code always before the title**.

Training Package codes

Each Training Package has a unique five-character national code assigned when the Training Package is endorsed, for example XYZ08. The first three characters are letters identifying the Training Package industry coverage and the last two characters are numbers identifying the year of endorsement.

Qualification codes

Within each Training Package, each qualification has a unique eight-character code, for example TLI10107. Qualification codes are developed as follows:

- the first three letters identify the Training Package

- the first number identifies the qualification level (noting that, in the qualification titles themselves, Arabic numbers are not used

- the next two numbers identify the position in the sequence of the qualification at that level

- the last two numbers identify the year in which the qualification was endorsed. (Where qualifications are added after the initial Training Package endorsement, the last two numbers may differ from other Training Package qualifications as they identify the year in which those particular qualifications were endorsed).

Unit of Competency codes

Within each Training Package, each unit of competency has a unique code. Unit of competency codes are assigned when the Training Package is endorsed, or when new units of competency are added to an existing endorsed Training Package. Unit codes are developed as follows:

- a typical code is made up of 12 characters, normally a mixture of uppercase letters and numbers, as in TLIR1207A

- the first three characters signify the Training Package (TLI07 Transport and Logistics Training Package) – in the above example and up to eight characters, relating to an industry sector, function or skill area, follow

- the last character is always a letter and identifies the unit of competency version. An 'A' at the end of the code indicates that this is the original unit of competency. 'B', or another incremented version identifier means that minor changes have been made. Typically this would mean that wording has changed in the range statement or evidence guide, providing clearer intent

- where changes are made that alter the outcome, a new code is assigned and the title is changed.

Training Package Qualification and Unit of Competency Titles

There are agreed conventions for titling Training Packages and their components. Always use the correct titles, exactly as they appear in the Training Package, and with the code always placed before the title.

Training Package titles

The title of each endorsed Training Package is unique and relates the Training Packages broad industry coverage.

Qualification titles

The title of each endorsed Training Package qualification is unique. Qualification titles use the following sequence:

- first, the qualification is identified as either Certificate I, Certificate II, Certificate III, Certificate IV, Diploma, Advanced Diploma, Vocational Graduate Certificate, or Vocational Graduate Diploma

- this is followed by the words 'in' for Certificates I to IV, and 'of' for Diploma, Advanced Diploma, Vocational Graduate Certificate and Vocational Graduate Diploma

- then, the industry descriptor, for example Transport and Logistics

- then, if applicable, the occupational or functional stream in brackets, for example (Logistics Operations).

For example:

- TLI20107 Certificate II in Transport and Logistics (Warehousing and Storage)

- TLI31107 Certificate III in Transport and Logistics (Logistics Operations).

Unit of Competency titles

Each unit of competency title is unique. Unit of competency titles describe the competency outcome concisely, and are written in sentence case.

For example:

- TLIA107C Secure cargo

- TLIB607C Carry out inspection of vehicles designed to carry special loads.

The TLI07 Transport and Logistics Training Package (Version 4.1)

TLI07 Transport and Logistics Training Package (Version 4.1) is the outcome of an extensive review and redevelopment process.

Introduction

The endorsed components of the TLI07 Transport and Logistics Training Package (Version 4.1) include:

- national competency standards for warehousing and storage, road transport, driving operations, stevedoring, rail operations, rail infrastructure, logistics operations, materiel logistics and mobile cranes operations

- a qualifications framework, including a transport and logistics pathways Certificate I

- assessment guidelines.

The TLI07 Transport and Logistics Training Package (Version 4.1) has been developed by the Transport and Logistics Industry Skills Council (TLISC) on behalf of the Australian Transport and Logistics Industry. An extensive review and consultation process occurred across all sectors of the Transport and Logistics Industry and with stakeholders in Transport and Logistics Industry training.

Summary of Changes in TLI07 Version 4.1

The new features of the Training Package include:

- 10 new units have been added for International Freight Forwarding

- 1 new qualification has been added for International Freight Forwarding

A more detailed explanation of some of these changes is provided below.

International Freight Forwarding

In recent years, the international freight forwarding industry has grown through the extensive increase in the volume of goods being imported into, transiting through and being exported out of Australia to such an extent that it is now seen as a large scale global industry for Australia. A review was conducted with the outcome of an international freight forwarding qualification being created. The qualification has been developed around the job role of an advanced international freight forwarder and has core and elective units drawn from both the current Training Package and relevant Training Packages in related industries. It has been designed to align with international FIATA benchmarks for similar Diploma courses overseas to facilitate the recognition and portability of the qualification within the global industry. This work is part of the continuous improvement of the freight forwarding component of the Training Package.

Profile of the Australian Transport and Logistics Industry

The Transport and Logistics Industry provides a range of services that are critical to the maintenance of Australia's advanced economy. It is the artery of the Australian economy, which provides the vital service of moving freight and passengers locally, regionally, nationally and internationally – over rail, road, sea and air. This Training Package covers qualifications and units from the rail and road sectors of the Transport and Logistics Industry.

Transport and storage businesses contributed about five per cent or $37 billion to Australia's Gross Domestic Product (GDP) for the year ending March 2004. Each year about 2,285 million tonnes of freight are transported around Australia, and about 541 million tonnes of freight are exported from Australia. The industry's activity is focused around a nation-wide network of cross modal ports, roads, railways, freight yards, airports, distribution centres and materials handling. Throughout this network move the transportation vehicles – trucks, trains, planes, ships, buses, trams, taxis and so on. The Transport and Logistics Industry in general is dominated by small businesses, which account for approximately 98 per cent of firms. Approximately 65 per cent of employment in the industry is in small and medium enterprises (i.e. less than 100 employees).

According to the Australian Bureau of Statistics, the transport and storage industry accounted for nearly five per cent of all operating business in 2000–01. An average business generated revenue of $2.1 million, employed 10 people and recorded a profit of around $77,000.

The people engaged in the Transport and Logistics Industry work in a broad range of occupations from drivers to freight handlers to logistic planners. They access an enormous array of skills at all levels, ranging from basic entry level skills to the high level coordination and problem solving skills required by those managing complex logistics operations or supply chains. The workforce in this industry is predominately male (almost three quarters of employees) and has an aged workforce compared to other industries, with the average worker estimated at 45 years of age. The workforce also has relatively lower levels of educational qualifications compared to other industries.

Logistics involves moving, storing and handling freight from a start point to an end point. It is the process of balancing the movement of inputs and outputs and the storage of stocks with the aim of meeting demand, minimising total costs and maximising efficiency. Logistics is embedded into all facets of the transport function in Australia.

The Bureau of Transport and Regional Services conservatively estimated that in 1999–2000, freight logistics activities represented approximately nine per cent of Australia's gross domestic product or $57 billion. The Freight Logistics in Australia action agenda estimated that approximately $31 billion worth of freight logistics activities were performed in-house. The remaining $26 billion represented activities performed by the freight logistics industry, comprising firms providing freight logistics services to private and government customers.

Trends in the industry

The Transport and Logistics Industry has been through a period of major reform in recent years and is subject to the effects of new technologies, globalisation and continual change to both domestic and international regulatory frameworks. A significant trend affecting the industry is the ageing of the workforce. Only 34% of the workforce is under 35 years of age, with the remaining 66% approaching retirement age, presenting a significant challenge to capture and transfer knowledge and experience over the next ten to twenty years.

In recent years customers of transport and logistics services have developed more sophisticated requirements from transport and logistics providers. Customers now require a one-stop shop for all their transport and logistics needs. They require transport and logistics services provided just in time, by exceptional service staff at competitive prices. They also want to know where there products are at any time of the day or night. These increased demands are a major driver of change within the Transport and Logistics Industry.

Opportunities for growth in the Transport and Logistics Industry are plentiful. Opportunities exist for transport and logistics firms to perform functions previously regarded as core functions in other enterprises. Major reforms in the industry, coupled with extreme profit margin pressures and global effects such as terrorist attacks, war and the price of oil have all combined to create an intensely competitive business environment for competitors within the industry. This presents significant challenges in developing a workforce to enable the industry to capitalise on opportunities in a globally competitive business environment.

A number of social and environmental trends have emerged in recent years which continue to impact on the industry. These include fatigue management, pressures to protect the environment, more stringent security requirements, and changes to occupational health and safety (OH&S) responsibilities placing more responsibility to maintain OH&S on everyone working in the industry. This has corresponded with continued and increased demands on safety training as an imperative for the industry and community at large.

As new technologies continue to permeate business strategies and practices, employees at all occupational levels across the industry have had greater demands placed on them to use technologies efficiently and to become increasingly computer literate. Change management skills will also become more important as the industry strives to keep up with and implement new technologies continuously.

Within the next decade, globalisation will compel the major enterprises in the local freight industry to develop strategic alliances with internationally based freight providers or face marginalisation. This will require employees at all levels of industry to develop skills in managing international relationships and working with cultural diversity.

The Transport and Logistics Industry is subject to a broad range of national and state regulations and policies. The nature of the transport task means that the regulatory arrangements applying in many other industries can also have an impact. A further challenge for the industry and training providers is to keep up with changing regulations, especially since regulations vary from state to state.

E-business approaches are pivotal in supporting developments in logistics and supply chain management. Some small and medium enterprises (SMEs) are finding it difficult to implement e-business processes. The cost of implementation and resistance to change are some of the barriers that need to be addressed by the industry.

The development of business skills in an industry that is dominated by a growing trend towards outsourcing and contract employment is an imperative in the development of a more dynamic and responsive workforce.

Work in the industry

The jobs and workplace functions covered by this Training Package are from entry level through to middle management and include:

- road freight drivers

- bus transport drivers

- crane, hoist or lift operators

- mobile plant operators

- train drivers

- tram drivers

- train guards/rail station staff

- transit managers

- network train control and signal controllers

- terminal operations

- rail maintenance workers

- customer service officers

- crane operators

- load planners

- forklift drivers

- packers

- material recording and despatching clerks.

Impacts on Training Package Development

Increased customer requirements, outsourcing, industry reform, competitive pressures, safety requirements, new technologies, environmental considerations, and regulatory and licensing requirements have all been addressed in the development of TLI07. Relevant units have been modified in accordance with these influences to reflect the current business environment and to equip learners with the skills and knowledge to handle challenges arising from their effects. In particular, the influence of regulatory and licensing requirements and reforms to the Transport and Logistics Industry are covered in greater detail below.

Applicable regulatory requirements

The Transport and Logistics Industry is tightly regulated by a range of international, national and state/territory conventions, codes and legislation. These regulations, licence arrangements and codes of practice pertain to many different aspects of operations including safety, health, hygiene, security, anti-discrimination, equal employment opportunity, quarantine, and customs and immigration. Examples of regulations relevant to various standards in the Training Package include but are not limited to:

- relevant state/territory roads and traffic authority driving regulations and licence/permit requirements including mass and loading regulations and state/territory oversize/mass pilot/escort permit requirement

- fatigue management regulations and codes of practice

- relevant state/territory road rules

- relevant Australian regulations relating to the handling of dangerous goods and hazardous substances

- Australian, international and state/territory regulations and codes of practice for the handling, storage and transport of dangerous goods and hazardous substances, including:

  o Australian and International Dangerous Goods Codes

  o Australian Marine Orders and the International Maritime Dangerous Goods Code

  o IATA Dangerous Goods by Air regulations

  o Australian and International Explosives Codes

- relevant state/territory authority regulations

- quarantine regulations administered by the Australian Quarantine and Inspection Service (AQIS)

- customs regulations (export/import/bond requirements)

- state/territory rail industry safeworking codes and regulations

- relevant state/territory rail safety Act

- relevant state/territory OH&S legislation

- relevant state/territory environmental protection legislation

- relevant state/territory water use regulations.

Persons employed in the Transport and Logistics Industry need to fulfil competency and training requirements as detailed in the regulations relevant to their occupation. Persons assessed as complying with these requirements are usually provided with some form of certification by the respective authorities. These are certificates required by the relevant state/territory or Australian legislation or international code or convention before a person can be allowed to work in the occupation covered under the legislation. These certificates should not be confused with national educational qualifications that are issued by Registered Training Organisations.

While in the Transport and Logistics Industry there is a close relationship between the regulatory certificates and the National VET qualifications, they are issued by different organisations under different legislative authority.

Reforms and regulatory requirements

It should be noted that regulatory requirements are usually subject to ongoing review and improvement. There are also many national initiatives to improve consistency and cooperative arrangements across state/territory regulatory requirements. Given the dynamic nature of these reforms and improvements, it is important that Registered Training Organisations access and interpret current regulatory requirements from the relevant regulatory authorities and adjust their training and assessment resources and processes to suitably incorporate and accommodate any pertinent changes to regulatory requirements.

Training Package Review Methodology

The broad processes for the review of the Transport and Logistics Training Package are indicated in Figure 1. They included:

Desktop research drawing from a range of information sources

Including:

- the existing version of the Transport and Logistics Training Package (i.e. TDT02 Transport and Logistics Training Package)
- transport and logistics regulations, certification requirements and codes of practice
- trends and developments in the organisation of the Transport and Logistics Industry
- international trends and developments in transport and logistics training
- guidelines for Training Package development
- related developments in higher education and schools
- related Training Packages (e.g. tourism, hospitality, business management, engineering)
- existing approved courses for transport and logistics occupations.

Industry and VET consultation processes

Including:

- consultative forums of key stakeholders at key stages of the project
- individual consultative meetings as required
- maintenance of an issues register to track inputs and suggested changes received from stakeholders

- meetings with the equity adviser appointed to the review to ensure that all equity requirements had be fulfilled

- meetings with representatives of the various transport and logistics regulatory authorities to ensure that all proposed changes were consistent with regulatory requirements

- development of schedules of agreed changes to guide the consultants and the project steering committee

- reference groups of industry advisers established by the review steering committee to assist the consultants in reviewing, drafting and editing of competency units and qualifications

- posting of draft new and revised units of competency on the TLISC website for review and comment by stakeholders.

Validation and editing of final products

Including:

- validation meetings to confirm that agreed changes had been made and to identify any further adjustments necessary

- desktop analysis to confirm the Employability Skills are appropriately incorporated into the Transport and Logistics Training Package

- checks to ensure that the revised Training Package meets the requirements laid out in the *Training Package Development Handbook*

- final editing and proofreading of the units of competency and the two volumes that comprise the revised Transport and Logistics Training Package

Figure 1: How the Transport and Logistics Training Package was revised

Existing version of the Transport and Logistics Training Package	
Transport and Logistics certification requirements regulations and codes of practice	
Trends and developments in the organisation of the Transport and Logistics Industry	Review of the T&L Training Package
International trends and developments in Transport and Logistics training	
Guidelines for Training Package development	
Related developments in higher education and schools	
Related Training Packages (e.g. tourism, hospitality, business management, engineering)	

New and reviewed Units of Competency → Updated Unit Framework / Updated to new NTIS TLI format

Updated Qualifications → Updated Qualifications Framework

Updated Assessment Guidelines → Updated Packaging Rules

Industry and VET consultation and validation/editing processes

Assessment Guidelines

Introduction

These Assessment Guidelines provide the endorsed framework for assessment of units of competency in this Training Package. They are designed to ensure that assessment is consistent with the AQTF 2010. Assessments against the units of competency in this Training Package must be carried out in accordance with these Assessment Guidelines.

Assessment System Overview

This section provides an overview of the requirements for assessment when using this Training Package, including a summary of the AQTF 2010 requirements; licensing/registration requirements; and assessment pathways.

Benchmarks for assessment

Assessment within the National Skills Framework is the process of collecting evidence and making judgments about whether competency has been achieved to confirm whether an individual can perform to the standards expected in the workplace, as expressed in the relevant endorsed unit of competency.

In the areas of work covered by this Training Package, the endorsed units of competency are the benchmarks for assessment. As such, they provide the basis for nationally recognised Australian Qualifications Framework (AQF) qualifications and Statements of Attainment issued by Registered Training Organisations (RTOs).

Australian Quality Training Framework Assessment Requirements

Assessment leading to nationally recognised AQF qualifications and Statements of Attainment in the vocational education and training sector must meet the requirements of the AQTF as expressed in the AQTF 2010 *Essential Standards for Registration.*

The AQTF 2010 *Essential Standards for Registration* can be downloaded from <www.training.com.au/aqtf2010>. The following points summarise assessment requirements.

Registration of Training Organisations

Assessment must be conducted by, or on behalf of, an RTO formally registered by a State or Territory Registering/Course Accrediting Body in accordance with the AQTF 2010 *Essential Standards for Registration*. The RTO must have the specific units of competency and/or AQF qualifications on its scope of registration.

Quality training and assessment

Each RTO must provide quality training and assessment across all its operations. See the AQTF 2010 *Essential Standards for Registration*, Standard 1.

Assessor competency requirements

Each person involved in training, assessment or client service must be competent for the functions they perform. See the AQTF 2010 *Essential Standards for Registration*, Standard 1, for assessor (and trainer) competency requirements.

Assessment requirements

The RTOs assessments, including RPL, must meet the requirements of the relevant endorsed Training Package. See the AQTF 2010 *Essential Standards for Registration*, Standard 1.

Assessment strategies

Each RTO must have strategies for training and assessment that meet the requirements of the relevant Training Package or accredited course and are developed in consultation with industry stakeholders. See the AQTF 2010 *Essential Standards for Registration*, Standard 1.

National recognition

Each RTO must recognise the AQF qualifications and Statements of Attainment issued by any other RTO. See the AQTF 2010 *Essential Standards for Registration*, Condition of Registration 7: Recognition of qualifications issued by other RTOs.

Access and equity and client outcomes

Each RTO must adhere to the principles of access and equity and maximise outcomes for its clients. See the AQTF 2010 *Essential Standards for Registration*, Standard 2.

Monitoring assessments

Training and/or assessment provided on behalf of the RTO must be monitored to ensure that it is in accordance with all aspects of the Essential Standards for Registration. See the AQTF 2010 *Essential Standards for Registration*, Standard 3.

Recording assessment outcomes

Each RTO must manage records to ensure their accuracy and integrity. See the AQTF 2010 *Essential Standards for Registration*, Standard 3.

Issuing AQF qualifications and statements of attainment

Each RTO must issue AQF qualifications and Statements of Attainment that meet the requirements of the current AQF Implementation Handbook and the endorsed Training Packages within the scope of its registration. An AQF qualification is issued once the full requirements for a qualification, as specified in the nationally endorsed Training Package are met. A Statement of Attainment is issued when an individual has completed one or more units of competency from nationally recognised qualification(s)/courses(s). See the AQTF 2010 and the 2010 edition of the AQF Implementation Handbook—available on the AQFAB website <www.aqf.edu.au>.

Licensing/Registration Requirements

This section provides information on licensing/registration requirements for this Training Package, with the following important disclaimer.

> Licensing and registration requirements that apply to specific industries, and vocational education and training, vary between each State and Territory, and can regularly change. The developers of this Training Package, and DEST, consider that the licensing/registration requirements described in this section apply to RTOs, assessors or candidates with respect to this Training Package. While reasonable care has been taken in its preparation, the developers of this Training Package and DEST cannot guarantee that the list is definitive or accurate at the time of reading; the information in this section is provided in good faith on that basis.

Contact the relevant State or Territory Department(s) to check if the licensing/registration requirements described below still apply, and to check if there are any others with which you must comply. For further information contact:

Transport and Logistics Industry Skills Council
Level 15
628 Bourke Street
Melbourne VIC

Phone: 03 9604 7200
Email: tlisc@tlisc.com.au
Web: www.tlisc.com.au

Requirements for assessors

In order to conduct assessment for statutory licensing or other industry registration requirements, assessors must meet the requirements outlined in the following chart, in addition to the AQF requirements.

Licensing

Licensing authorities

Licensing authorities across Australia have actively participated in the development of this Training Package and it is envisaged that over time the state and territory licensing requirements in a number of occupations will be aligned with the units of competency and qualifications in this Training Package. There is no one 'national' licence for the sector or any of its functions. Certification responsibilities and systems are administered by state legislation and may differ between states and territories.

The developers of this Training Package, together with DEEWR, consider that the licensing/registration requirements described in this section apply to RTOs, assessors or candidates with respect to this Training Package. While reasonable care has been taken in its preparation, the developers of this Training Package and DEEWR cannot guarantee that the list is definitive or accurate at the time of reading; the information in this section is provided in good faith on that basis.

In order to conduct assessments for statutory licensing or other industry registration conditions, assessors may need to meet additional requirements. While RTOs may have information on the licensing requirements for their particular state or territory, these requirements may change over time and differ between state and territory jurisdictions. Users of this Training Package are therefore advised to consult the relevant licensing authority in their state or territory to determine the specific licensing requirements.

The regulatory authorities for the Dangerous Goods, Customs Broking, Taxi and Heavy Vehicle Licensing at the time of publication of this Training Package are:

Dangerous Goods

Jurisdiction	Regulatory Body	Address
Australian Capital Territory	ACT Work Cover	Telephone: 02 62076355 Website: www.workcover.act.gov.au
New South Wales	Dept of Environment. and Conservation	Telephone: 02 99955986 Website: www.workcover.nsw.gov.au
Northern Territory	Dept of Management and Business	Telephone: 08 89995010 Website: www.worksafe.ntgov.au
Queensland	QLD Transport	Telephone: 07 32534063 Website: www.transport.qld.gov.au
South Australia	Workplace Services Dept of Administrative and Information Services	Telephone: 08 83030435 Website: www.safework.sa.gov.au
Tasmania	Dept of Justice Workplace Standards	Telephone: 03 62338886 Website: www.wst.tas.gov.au
Victoria	WorkSafe Victoria	Telephone: 03 96411557 Website: www.workcover.vic.gov.au
West Australia	Dept of Consumer and Employment protection	Telephone: 08 93588045 Website: www.docep.wa.gov.au

Licensing

Customs Broking

Jurisdiction	Regulatory Body	Address
National	Australian Customs Service	Telephone: 02 62755999 Website: www.customs.gov.au/site/page.cfm

Taxi

Jurisdiction	Regulatory Body	Address
Australian Capital Territory	ACT Department of Territory and Municipal Services	Telephone: 02 62075111 Website: www.tams.act.gov.au
New South Wales	NSW Ministry of Transport	Telephone: 02 92682800 Website: www.transport.nsw.gov.au.
Queensland	Queensland Transport	Telephone: 07 56308855 Website: www.transport.qld.gov.au
South Australia	SA Department for Transport, Energy and Infrastructure	Telephone: 08 83030822 Website: www.dtei.sa.gov.au
Tasmania	Tasmanian Department for Infrastructure, Energy and Resources	Telephone: 1300 135513 Website: www.transport.tas.gov.au
Victorian	Victorian Taxi Directorate	Telephone: 03 93204300 Website: www.taxi.vic.gov.au
West Australia	WA Department for Planning and Infrastructure	Telephone: 1300 660147 Website: www.dpi.wa.gov.au

Heavy Vehicle

Jurisdiction	Regulatory Body	Address
Australian Capital Territory	ACT Road Transport Authority	Telephone: 13 22 81 Website: http://www.rego.act.gov.au
New South Wales	NSW Government Road and Traffic Authority NSW	Telephone: 132 213 Website: http://www.rta.nsw.gov.au/
Northern Territory	Northern Territory Government Northern Territory Transport Group	Telephone: 1300 654 628 Website: http://www.nt.gov.au/transport/mvr/index.shtml
Queensland	Queensland Government Queensland Transport	Telephone: 13 23 80 Website: http://www.transport.qld.gov.au
South Australia	Department of Transport, Energy & Infrastructure	Telephone: 13 10 84 Website:

Licensing		
SA	Driver Vehicle Licensing Directorate	http://www.transport.sa.gov.au/index.asp
Tasmania	Department of Infrastructure, Energy & Resources Tasmania Transport	Telephone: 1300 135 513 Website: http://www.transport.tas.gov.au

Pathways

The competencies in this Training Package may be attained in a number of ways including through:

- formal or informal education and training

- experiences in the workplace

- general life experience, and/or

- any combination of the above.

Assessment under this Training Package leading to an AQF qualification or Statement of Attainment may follow a learning and assessment pathway, an assessment-only or recognition pathway, or a combination of the two as illustrated in the following diagram.
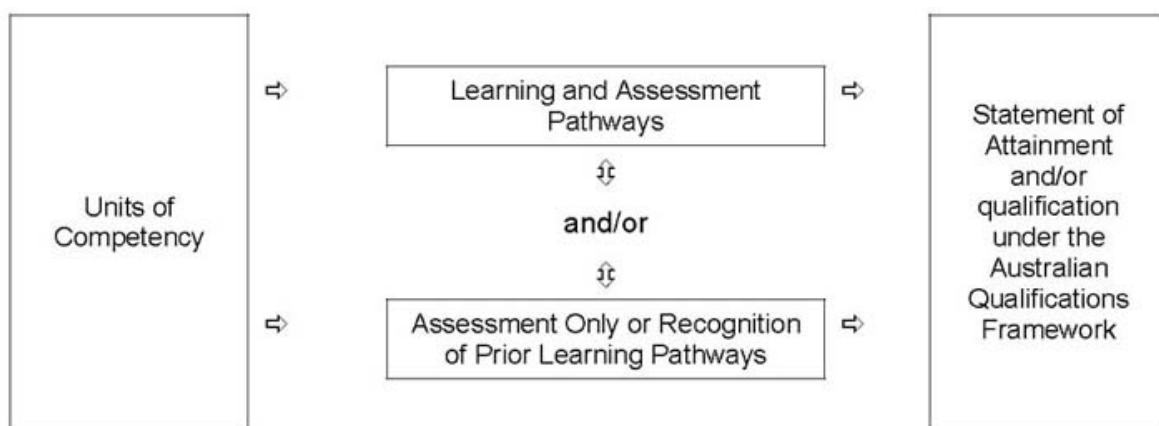
Each of these assessment pathways leads to full recognition of competencies held – the critical issue is that the candidate is competent, not how the competency was acquired.

Assessment, by any pathway, must comply with the assessment requirements set out in the Assessment Guidelines of the Training Package and the AQTF 2010.

Learning and assessment pathways

Usually, learning and assessment are integrated, with assessment evidence being collected and feedback provided to the candidate at anytime throughout the learning and assessment process.

Learning and assessment pathways may include structured programs in a variety of contexts using a range of strategies to meet different learner needs. Structured learning and assessment programs could be: group-based, work-based, project-based, self-paced, action learning-based; conducted by distance or e-learning; and/or involve practice and experience in the workplace.

Learning and assessment pathways to suit Australian Apprenticeships have a mix of formal structured training and structured workplace experience with formative assessment activities through which candidates can acquire and demonstrate skills and knowledge from the relevant units of competency.

Assessment-only or recognition of prior learning pathway

Competencies already held by individuals can be formally assessed against the units of competency in this Training Package, and should be recognised regardless of how, when or where they were achieved.

In an assessment-only or Recognition of Prior Learning (RPL) pathway, the candidate provides current, quality evidence of their competency against the relevant unit of competency. This process may be directed by the candidate and verified by the assessor, such as in the compilation of portfolios; or directed by the assessor, such as through observation of workplace performance and skills application, and oral and/or written assessment. Where the outcomes of this process indicate that the candidate is competent, structured training is not required. The RPL requirements of the AQTF 2010 must be met (Standard 1).

As with all assessment, the assessor must be confident that the evidence indicates that the candidate is currently competent against the endorsed unit of competency. This evidence may take a variety of forms and might include certification, references from past employers, testimonials from clients, and work samples. The onus is on candidates to provide sufficient evidence to satisfy assessors that they currently hold the relevant competencies. In judging evidence, the assessor must ensure that the evidence of prior learning is:

* authentic (the candidate's own work)

* valid (directly related to the current version of the relevant endorsed unit of competency)

* reliable (shows that the candidate consistently meets the endorsed unit of competency)

* current (reflects the candidate's current capacity to perform the aspect of the work covered by the endorsed unit of competency), and

* sufficient (covers the full range of elements in the relevant unit of competency and addresses the four dimensions of competency, namely task skills, task management skills, contingency management skills, and job/role environment skills).

The assessment-only or recognition of prior learning pathway is likely to be most appropriate in the following scenarios:

* candidates enrolling in qualifications who want recognition for prior learning or current competencies

* existing workers

* individuals with overseas qualifications

* recent migrants with established work histories

* people returning to the workplace, and

* people with disabilities or injuries requiring a change in career.

Combination of pathways

Where candidates for assessment have gained competencies through work and life experience and gaps in their competence are identified, or where they require training in new areas, a combination of pathways may be appropriate.

In such situations, the candidate may undertake an initial assessment to determine their current competency. Once current competency is identified, a structured learning and assessment program ensures that the candidate acquires the required additional competencies identified as gaps.

Assessor Requirements

This section identifies the mandatory competencies for assessors, and clarifies how others may contribute to the assessment process where one person alone does not hold all the required competencies.

Assessor competencies

The AQTF 2010 specifies mandatory competency requirements for assessors. For information, Standard 1, Element 1.4 from the AQTF 2010 *Essential Standards for Registration* follows:

"1.4   Training and assessment is delivered by trainers and assessors who:

a) have the necessary training and assessment competencies as determined by the National Quality Council or its successors

b) have the relevant vocational competencies at least to the level being delivered or assessed

c) continue developing their vocational and training and assessment competencies to support continuous improvements in the delivery of the RTO's services."

Designing Assessment Tools

This section provides an overview on the use and development of assessment tools.

Use of assessment tools

Assessment tools provide a means of collecting the evidence that assessors use in making judgments about whether candidates have achieved competency.

There is no set format or process for the design, production or development of assessment tools. Assessors may use prepared assessment tools, such as those specifically developed to support this Training Package, or they may develop their own.

Using prepared assessment tools

If using prepared assessment tools, assessors should ensure these are benchmarked, or mapped, against the current version of the relevant unit of competency. This can be done by checking that the materials are listed on the National Training Information Service <www.ntis.gov.au>. Materials on the list have been noted by the National Quality Council as meeting their quality criteria for Training Package support materials.

Developing assessment tools

When developing assessment tools, assessors must ensure that they:

- are benchmarked against the relevant unit or units of competency

- are reviewed as part of the continuous improvement of assessment strategies as required under Standard 1 of the AQTF 2010

- meet the assessment requirements expressed in Standard 1 of the AQTF 2010.

A key reference for assessors developing assessment tools is TAA04 Training and Assessment Training Package and the unit of competency TAAASS403A *Develop assessment tools*. There is no set format or process for the design, production or development of assessment materials.

Conducting Assessment

This section details the mandatory assessment requirements and provides information on equity in assessment including reasonable adjustment.

Assessment requirements

Assessments must meet the criteria set out in the AQTF 2010 Essential Standards for Registration.

For information, the mandatory assessment requirements from Standard 1 from the AQTF 2010 Essential Standards for Registration are as follows:

"1.5   Assessment, including Recognition of Prior Learning:

   a)   meets the requirements of the relevant Training Package or accredited course,

   b)   is conducted in accordance with the principles of assessment and the rules of evidence, and

   c)   meets workplace and, where relevant, regulatory requirements."

Assessment of employability skills

Employability Skills are integral to workplace competency. As such they must be considered in the design, customisation, delivery and assessment of vocational education and training programs in an integrated and holistic way, as represented diagrammatically below.
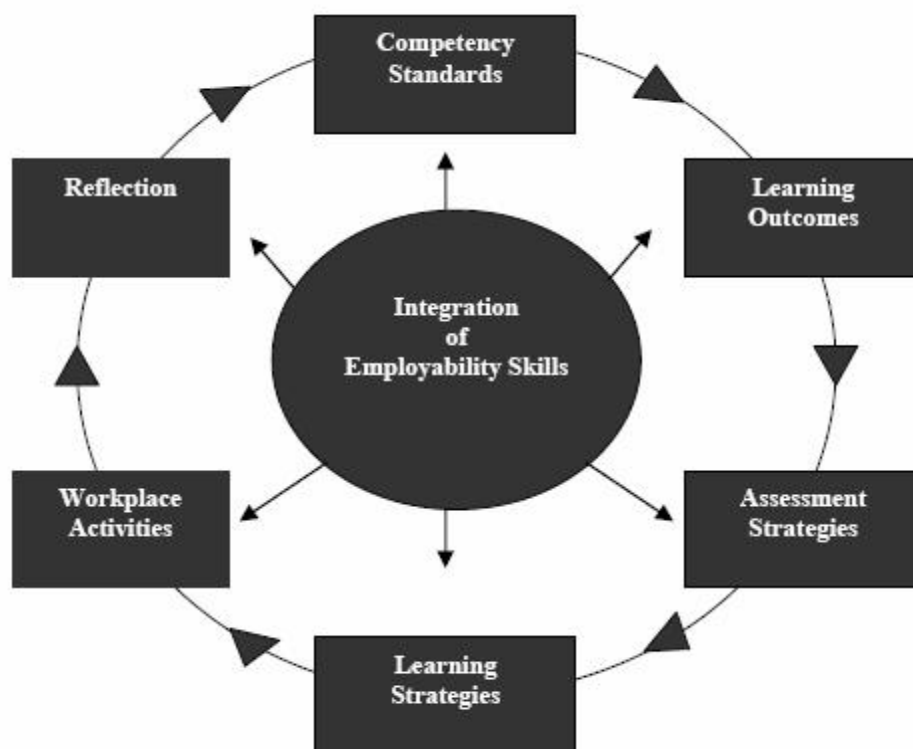
Employability Skills are embedded and explicit within each unit of competency. Training providers must use Employability Skills information in order to design valid and reliable training and assessment strategies. This analysis could include:

- reviewing units of competency to locate relevant Employability Skills and determine how they are applied within the unit

- analysing the Employability Skills Summary for the qualification in which the unit or units are packaged to help clarify relevant industry and workplace contexts and the application of Employability Skills at that qualification outcome

- designing training and assessment to address Employability Skills requirements.

For more information on Employability Skills in Transport and Logistics Industry Skills Council Training Packages go to the Transport and Logistics Industry Skills Council website at www.tlisc.com.au.

Access and equity

An individual's access to the assessment process should not be adversely affected by restrictions placed on the location or context of assessment beyond the requirements specified in this Training Package: training and assessment must be bias-free.

Under the rules for their development, Training Packages must reflect and cater for the increasing diversity of Australia's VET clients and Australia's current and future workforce. The flexibilities offered by Training Packages should enhance opportunities and potential outcomes for all people so that we can all benefit from a wider national skills base and a shared contribution to Australia's economic development and social and cultural life.

Reasonable adjustments

It is important that education providers take meaningful, transparent and reasonable steps to consult, consider and implement reasonable adjustments for students with disability.

Under the *Disability Standards for Education 2005*, education providers must make reasonable adjustments for people with disability to the maximum extent that those adjustments do not cause that provider unjustifiable hardship. While 'reasonable adjustment' and 'unjustifiable hardship' are different concepts and involve different considerations, they both seek to strike a balance between the interests of education providers and the interests of students with and without disability.

An adjustment is any measure or action that a student requires because of their disability, and which has the effect of assisting the student to access and participate in education and training on the same basis as students without a disability. An adjustment is reasonable if it achieves this purpose while taking into account factors such as the nature of the student's disability, the views of the student, the potential effect of the adjustment on the student and others who might be affected, and the costs and benefits of making the adjustment.

An education provider is also entitled to maintain the academic integrity of a course or program and to consider the requirements or components that are inherent or essential to its nature when assessing whether an adjustment is reasonable. There may be more than one adjustment that is reasonable in a given set of circumstances; education providers are required to make adjustments that are reasonable and that do not cause them unjustifiable hardship.

See Part 4, Chapter 2 of the *Training Package Development Handbook* (DEST, September 2007) for more information on reasonable adjustment, including examples of adjustments.

Further Sources of Information

The section provides a listing of useful contacts and resources to assist assessors in planning, designing, conducting and reviewing of assessments against this Training Package.

Contacts

Transport and Logistics Industry Skills Council (TLISC)

Level 15, 628 Bourke Street
Melbourne VIC 3000

Telephone (03) 9604 7200
Facsimile (03) 9606 0066
FREECALL 1800 257 114

Email: tlisc@tlisc.com.au

Web: www.tlisc.com.au

Technical and Vocational Education and Training (TVET) Australia Limited

Level 21, 390 St Kilda Road, Melbourne VIC 3150

PO Box 12211, A'Beckett Street Post Office

Melbourne   VIC   8006

Ph: +61 3 9832 8100

Fax: +61 3 9832 8199

Email: sales@tvetaustralia.com.au

Web: www.tvetaustralia.com.au

For information on the TAE10 Training and Education Training Package contact:

Innovation and Business Skills Australia

Level 11, 176 Wellington Parade

East Melbourne VIC 3002

Telephone: (03) 9815 7000

Facsimile: (03) 9815 7001

Web: www.ibsa.org.au

Email: virtual@ibsa.org.au

General resources

Refer to http://antapubs.dest.gov.au/publications/search.asp to locate the following publications.

AQF Implementation Handbook, third Edition. Australian Qualifications Framework Advisory Board, 2002, <www.aqf.edu.au>.

Australian Quality Training Framework 2007 (AQTF 2010) – for information and resources go to <www.training.com.au/aqtf2007>.

AQTF 2010 *Essential Standards for Registration*. Training organisations must meet these standards in order to deliver and assess nationally recognised training and issue nationally recognised qualifications. They include three standards, a requirement for registered training organisations to gather information on their performance against three quality indicators, and nine conditions of registration

AQTF 2010 *User's Guide to the Essential Standards for Registration*. A Users' Guide for training organisations who must meet these standards in order to deliver and assess nationally recognised training and issue nationally recognised qualifications.

AQTF 2010 *Standards for Accredited Courses*. State and Territory accrediting bodies are responsible for accrediting courses. This standard provides a national operating framework and template for the accreditation of courses.

TAA04 Training and Assessment Training Package. This is available from the Innovation and Innovation & Business Skills Australia (IBSA) Industry Skills Council and can be viewed, and components downloaded, from the National Training Information Service (NTIS).

National Training Information Service, an electronic database providing comprehensive information about RTOs, Training Packages and accredited courses <www.ntis.gov.au>.

Training Package Development Handbook (DEEWR, 2009). Can be downloaded from <www.deewr.gov.au>.

Assessment resources

Training Package Assessment Guides – a range of resources to assist RTOs in developing Training Package assessment materials (originally developed by ANTA with funding from the Department of Education, Training and Youth Affairs) and made up of 10 separate titles, as described at the publications page of www.dest.gov.au. Go to www.resourcegenerator.gov.au/loadpage.asp?TPAG.htm

Printed and/or CD ROM versions of the Guides can be purchased from Technical and Vocational Education and Training (TVET) Australia Limited. The resource includes the following guides:

- Training Package Assessment Materials Kit

- Assessing Competencies in Higher Qualifications

- Recognition Resource

- Kit to Support Assessor Training

- Candidates Kit: Guide to Assessment in New Apprenticeships

- Assessment Approaches for Small Workplaces

- Assessment Using Partnership Arrangements

- Strategies for ensuring Consistency in Assessment

- Networking for Assessors

- Quality Assurance Guide for Assessment

An additional guide 'Delivery and Assessment Strategies' has been developed to complement these resources.

Assessment tool design and conducting assessment

VETASSESS & Western Australian Department of Training and Employment 2000, Designing Tests – Guidelines for designing knowledge based tests for Training Packages.

Vocational Education and Assessment Centre 1997, Designing Workplace Assessment Tools, A self-directed learning program, NSW TAFE.

Manufacturing Learning Australia 2000, Assessment Solutions, Australian Training Products, Melbourne.

Rumsey, David 1994, Assessment practical guide, Australian Government Publishing Service, Canberra.

Assessor training

Australian Committee on Training Curriculum (ACTRAC) 1994, *Assessor training program – learning materials*, Australian Training Products, Melbourne.

Australian National Training Authority, *A Guide for Professional* Development, ANTA, Brisbane.

Australian Training Products Ltd *Assessment and Workplace Training, Training Package – Toolbox*, ATPL Melbourne (available from TVET).

Green, M, et al. 1997, *Key competencies professional development Package*, Department for Education and Children's Services, South Australia.

Victorian TAFE Association 2000, *The professional development CD: A learning tool*, VTA, Melbourne.

Assessment System Design and Management

Office of Training and Further Education 1998, *Demonstrating best practice in VET project– assessment systems and processes*, OTFE (now OTTE) Victoria.

Toop, L., Gibb, J. & Worsnop, P. *Assessment system designs*, Australian Government Publishing Service, Canberra.

Access and equity resources

For supporting resources, regularly check DEEWR Training & Skills section publications (which may include ANTA publications): www.dest.gov.au/sectors/training_skills/publications_resources

Resources developed to support training and assessment for learners from equity groups or with special needs can be located via the VOCED website www.voced.edu.au

Legislation

Racial Discrimination Act 1975 http://scaleplus.law.gov.au/html/pasteact/0/47/top.htm

Disability Discrimination Act 1992 (DDA)
http://scaleplus.law.gov.au/html/pasteact/0/311/top.htm

Human Rights and Equal Opportunity Commission www.hreoc.gov.au

Working with Diversity – AQTF supporting resources

Working with Diversity: A Guide to Equity and the AQTF

Working with Diversity: Quality Training for People with a Disability

Working with Diversity: Quality Training for Indigenous Australians

Language & Literacy

Adult literacy www.dest.gov.au/literacynet/

Indigenous

Australian Government Indigenous Portal www.indigenous.gov.au

Indigenous Education Online https://indigo.dest.gov.au/

Indigenous Education Consultative Bodies (IECB): contact State and Territory Training Authorities or Telephone 1800 800 821, or go to
www.dest.gov.au/sectors/indigenous_education/organisation_contacts

Partners in a Learning Culture – National Strategy and Blueprint for Implementation
available from DEST (ANTA publication)
www.dest.gov.au/sectors/training_skills/publications_resources/profiles/anta/profile/partners
_in_a_learning_culture_final_report.htm

Disability

Australian Disability Clearinghouse on Education and Training (ADCET) www.adcet.edu.au

Disability employment agencies: contact state and territory offices of Department of Family and Community Services for details of local disability employment agencies – or go to
www.facs.gov.au/internet/facsinternet.nsf/disabilities/nav.htm

Women

Women: Shaping Our Future
www.dest.gov.au/sectors/training_skills/publications_resources/profiles/anta/profile/women_
shaping_our_future.htm

Equal Opportunity in the Workplace Agency (EOWA) www.eowa.gov.au

Competency Standards

What is Competency?

The broad concept of industry competency concerns the ability to perform particular tasks and duties to the standard of performance expected in the workplace. Competency requires the application of specified skills, knowledge and attitudes relevant to effective participation in an industry, industry sector or enterprise.

Competency covers all aspects of workplace performance and involves performing individual tasks; managing a range of different tasks; responding to contingencies or breakdowns; and, dealing with the responsibilities of the workplace, including working with others. Workplace competency requires the ability to apply relevant skills, knowledge and attitudes consistently over time and in the required workplace situations and environments. In line with this concept of competency Training Packages focus on what is expected of a competent individual in the workplace as an outcome of learning, rather than focussing on the learning process itself.

Competency standards in Training Packages are determined by industry to meet identified industry skill needs. Competency standards are made up of a number of units of competency each of which describes a key function or role in a particular job function or occupation. Each unit of competency within a Training Package is linked to one or more AQF qualifications.

Contextualisation of Units of Competency by RTOs

Registered Training Organisations (RTOs) may contextualise units of competency in this endorsed Training Package to reflect required local outcomes. Contextualisation could involve additions or amendments to the unit of competency to suit particular delivery methods, learner profiles, specific enterprise equipment requirements, or to otherwise meet local needs. However, the integrity of the overall intended outcome of the unit of competency must be maintained.

Any contextualisation of units of competency in this Training Package must be within the bounds of the following advice:

- RTOs must not remove or add to the number and content of elements and performance criteria

- RTOs can include specific industry terminology in the range statement

- Any amendments and additions to the range statement made by RTOs must not diminish the breadth of application of the competency, or reduce its portability

- RTOs may add detail to the evidence guide in areas such as the critical aspects of evidence or required resources and infrastructure – but only where these expand the breadth of the competency and do not limit its use.

Components of Units of Competency

The components of units of competency are summarised below, in the order in which they appear in each unit of competency.

Unit title

The unit title is a succinct statement of the outcome of the unit of competency. Each unit of competency title is unique, both within and across Training Packages.

Unit descriptor

The unit descriptor broadly communicates the content of the unit of competency and the skill area it addresses. Where units of competency have been contextualised from units of competency from other endorsed Training Packages, summary information is provided. There may also be a brief second paragraph that describes its relationship with other units of competency, and any licensing requirements.

Employability skills

This sub-section contains a statement that the unit contains Employability skills.

Pre-requisite units (optional)

If there are any units of competency that must be completed before the unit, these will be listed.

Application of the unit

This sub-section fleshes out the unit of competency's scope, purpose and operation in different contexts, for example, by showing how it applies in the workplace.

Competency field (optional)

The competency field either reflects the way the units of competency are categorised in the Training Package or denotes the industry sector, specialisation or function. It is an optional component of the unit of competency.

Sector (optional)

The industry sector is a further categorisation of the competency field and identifies the next classification, for example an elective or supervision field.

Elements of competency

The elements of competency are the basic building blocks of the unit of competency. They describe in terms of outcomes the significant functions and tasks that make up the competency.

Performance criteria

The performance criteria specify the required performance in relevant tasks, roles, skills and in the applied knowledge that enables competent performance. They are usually written in passive voice. Critical terms or phrases may be written in bold italics and then defined in range statement, in the order of their appearance in the performance criteria.

Required skills and knowledge

The essential skills and knowledge are either identified separately or combined. Knowledge identifies what a person needs to know to perform the work in an informed and effective manner. Skills describe the application of knowledge to situations where understanding is converted into a workplace outcome.

Range statement

The range statement provides a context for the unit of competency, describing essential operating conditions that may be present with training and assessment, depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts. As applicable, the meanings of key terms used in the performance criteria will also be explained in the range statement.

Evidence guide

The evidence guide is critical in assessment as it provides information to the Registered Training Organisation (RTO) and assessor about how the described competency may be demonstrated. The evidence guide does this by providing a range of evidence for the assessor to make determinations, and by providing the assessment context. The evidence guide describes:

- conditions under which competency must be assessed including variables such as the assessment environment or necessary equipment

- relationships with the assessment of any other units of competency

- suitable methodologies for conducting assessment including the potential for workplace simulation

- resource implications, for example access to particular equipment, infrastructure or situations

- how consistency in performance can be assessed over time, various contexts and with a range of evidence, and

- the required underpinning knowledge and skills.

Employability Skills in Units of Competency

The detail and application of Employability Skills facets will vary according to the job-role requirements of each industry. In developing Training Packages, industry stakeholders are consulted to identify appropriate facets of Employability Skills which are incorporated into the relevant units of competency and qualifications.

Employability Skills are not a discrete requirement contained in units of competency (as was the case with Key Competencies). Employability Skills are specifically expressed in the context of the work outcomes described in units of competency and will appear in elements, performance criteria, range statements and evidence guides. As a result, users of Training Packages are required to review the entire unit of competency in order to accurately determine Employability Skills requirements.

How Employability Skills relate to the Key Competencies

The eight nationally agreed Employability Skills now replace the seven Key Competencies in Training Packages. Trainers and assessors who have used Training Packages prior to the introduction of Employability Skills may find the following comparison useful.

Employability Skills	**Mayer Key Competencies**
Communication	Communicating ideas and information
Teamwork Working	with others and in teams
Problem solving	Solving problems Using mathematical ideas and techniques
Initiative and enterprise	
Planning and organising	Collecting, analysing and organising information Planning and organising activities
Self management	
Learning	
Technology Using	technology

When analysing the above table it is important to consider the relationship and natural overlap of Employability Skills. For example, using technology may involve communication skills and combine the understanding of mathematical concepts.

Explicitly embedding Employability Skills in units of competency

This Training Package seeks to ensure that industry-endorsed Employability Skills are explicitly embedded in units of competency. The application of each skill and the level of detail included in each part of the unit will vary according to industry requirements and the nature of the unit of competency.

Employability Skills must be both explicit and embedded within units of competency. This means that Employability Skills will be:

- embedded in units of competency as part of the other performance requirements that make up the competency as a whole

- explicitly described within units of competency to enable Training Packages users to identify accurately the performance requirements of each unit with regards to Employability Skills.

This Training Package also seeks to ensure that Employability Skills are well-defined and written into units of competency so that they are apparent, clear and can be delivered and assessed as an essential component of unit work outcomes.

Sample unit of competency components showing Employability Skills

The following table shows the sequence of a unit of competency, and each cell contains text taken from a range of units. It provides examples of where and how various Employability Skills could be embedded in each component.

Please note that in the example, the bracketed Employability Skills are provided for clarification only and would not be present in units of competency within this Training Package.

Unit Title	Give formal presentations and take part in meetings. **(Communication)**
Unit Descriptor	This unit covers the skills and knowledge required to promote the use and implementation of innovative work practices to effect change. **(Initiative and enterprise)**
Element	Proactively resolve issues. **(Problem solving)**
Performance Criteria	Information is organised in a format suitable for analysis and dissemination in accordance with organisational requirements. **(Planning and organising)**
Range Statement	Software applications may include email, internet, word processing, spreadsheet, database or accounting packages. **(Technology)**
Required Skills and Knowledge	Modify activities depending on differing workplace contexts, risk situations and environments. **(Learning)** Work collaboratively with others during a fire emergency. **(Teamwork)** Instructions, procedures and other information relevant the maintenance of vessel and port security. **(Communication)**
Evidence Guide	Evidence of having worked constructively with a wide range of community groups and stakeholders to solve problems and adapt or design new solutions to meet identified needs in crime prevention. In particular, evidence must be obtained on the ability to: assess response options to identified crime-prevention needs and determine the optimal action to be implemented in consultation with relevant others, design an initiative to address identified issues. **(Initiative and enterprise)**

Employability Skills Summaries and units of competency

An Employability Skills Summary exists for each qualification. Summaries include broad advice on industry expectations with regard to Employability Skills at the qualification level. Summaries should be used by trainers and assessors to assist in identifying the Employability Skills requirements contained within units of competency.

Part 2

- **Qualifications Framework**

- **Qualifications Pathways**

- **TLI07 (Version 4.1) Qualifications and Packaging Rules**

- **Skill Sets**

Qualifications Framework

The Australian Qualifications Framework

What is the Australian Qualifications Framework?

A brief overview of the Australian Qualifications Framework (AQF) follows. For a full explanation of the AQF, see the *AQF Implementation Handbook*. The 2007 version of the *AQF Implementation Handbook* is expected to be available on the Australian Qualifications Framework Advisory Board (AQFAB) website <www.aqf.edu.au> during September 2007, and in print in October 2007 (obtain the hard copy by contacting AQFAB on phone 03 9639 1606 or email at aqfab@curriculum.edu.au).

The AQF provides a comprehensive, nationally consistent framework for all qualifications in post-compulsory education and training in Australia. In the vocational education and training (VET) sector it assists national consistency for all trainees, learners, employers and providers by enabling national recognition of qualifications and Statements of Attainment.

Training Package qualifications in the VET sector must comply with the titles and guidelines of the AQF. Endorsed Training Packages provide a unique title for each AQF qualification which must always be reproduced accurately.

Qualifications

Training Packages can incorporate the following eight AQF qualifications.

- Certificate I in …
- Certificate II in …
- Certificate III in …
- Certificate IV in …
- Diploma of …
- Advanced Diploma of …
- Vocational Graduate Certificate in …
- Vocational Graduate Diploma of …

On completion of the requirements defined in the Training Package, a Registered Training Organisation (RTO) may issue a nationally recognised AQF qualification. Issuance of AQF qualifications must comply with the advice provided in the *AQF Implementation Handbook* and the AQTF 2010 *Essential Standards for Registration*.

Statement of attainment

A Statement of Attainment is issued by a Registered Training Organisation when an individual has completed one or more units of competency from nationally recognised qualification(s)/courses(s). Issuance of Statements of Attainment must comply with the advice provided in the current *AQF Implementation Handbook* and the AQTF 2010 *Essential Standards for Registration*.

Under the AQTF 2010, RTOs must recognise the achievement of competencies as recorded on a qualification or Statement of Attainment issued by other RTOs. Given this, recognised competencies can progressively build towards a full AQF qualification.

AQF guidelines and learning outcomes

The *AQF Implementation Handbook* provides a comprehensive guideline for each AQF qualification. A summary of the learning outcome characteristics and their distinguishing features for each VET related AQF qualification is provided below.

Certificate I

Characteristics of learning outcomes

Breadth, depth and complexity of knowledge and skills would prepare a person to perform a defined range of activities most of which may be routine and predictable.

Applications may include a variety of employment related skills including preparatory access and participation skills, broad-based induction skills and/or specific workplace skills. They may also include participation in a team or work group.

Distinguishing features of learning outcomes

Do the competencies enable an individual with this qualification to:

- demonstrate knowledge by recall in a narrow range of areas
- demonstrate basic practical skills, such as the use of relevant tools
- perform a sequence of routine tasks given clear direction
- receive and pass on messages/information.

Certificate II

Characteristics of learning outcomes

Breadth, depth and complexity of knowledge and skills would prepare a person to perform in a range of varied activities or knowledge application where there is a clearly defined range of contexts in which the choice of actions required is usually clear and there is limited complexity in the range of operations to be applied.

Performance of a prescribed range of functions involving known routines and procedures and some accountability for the quality of outcomes.

Applications may include some complex or non-routine activities involving individual responsibility or autonomy and/or collaboration with others as part of a group or team.

Distinguishing features of learning outcomes

Do the competencies enable an individual with this qualification to:

- demonstrate basic operational knowledge in a moderate range of areas

- apply a defined range of skills

- apply known solutions to a limited range of predictable problems

- perform a range of tasks where choice between a limited range of options is required

- assess and record information from varied sources

- take limited responsibility for own outputs in work and learning.

Certificate III

Characteristics of learning outcomes

Breadth, depth and complexity of knowledge and competencies would cover selecting, adapting and transferring skills and knowledge to new environments and providing technical advice and some leadership in resolution of specified problems. This would be applied across a range of roles in a variety of contexts with some complexity in the extent and choice of options available.

Performance of a defined range of skilled operations, usually within a range of broader related activities involving known routines, methods and procedures, where some discretion and judgement is required in the selection of equipment, services or contingency measures and within known time constraints.

Applications may involve some responsibility for others. Participation in teams including group or team coordination may be involved.

Distinguishing features of learning outcomes

Do the competencies enable an individual with this qualification to:

- demonstrate some relevant theoretical knowledge

- apply a range of well-developed skills

- apply known solutions to a variety of predictable problems

- perform processes that require a range of well-developed skills where some discretion and judgement is required

- interpret available information, using discretion and judgement

- take responsibility for own outputs in work and learning

- take limited responsibility for the output of others.

Certificate IV

Characteristics of learning outcomes

Breadth, depth and complexity of knowledge and competencies would cover a broad range of varied activities or application in a wider variety of contexts most of which are complex and non-routine. Leadership and guidance are involved when organising activities of self and others as well as contributing to technical solutions of a non-routine or contingency nature.

Performance of a broad range of skilled applications including the requirement to evaluate and analyse current practices, develop new criteria and procedures for performing current practices and provision of some leadership and guidance to others in the application and planning of the skills. Applications involve responsibility for, and limited organisation of, others.

Distinguishing features of learning outcomes

Do the competencies enable an individual with this qualification to:

- demonstrate understanding of a broad knowledge base incorporating some theoretical concepts

- apply solutions to a defined range of unpredictable problems

- identify and apply skill and knowledge areas to a wide variety of contexts, with depth in some areas

- identify, analyse and evaluate information from a variety of sources

- take responsibility for own outputs in relation to specified quality standards

- take limited responsibility for the quantity and quality of the output of others.

Diploma

Characteristics of learning outcomes

Breadth, depth and complexity covering planning and initiation of alternative approaches to skills or knowledge applications across a broad range of technical and/or management requirements, evaluation and coordination.

The self directed application of knowledge and skills, with substantial depth in some areas where judgement is required in planning and selecting appropriate equipment, services and techniques for self and others.

Applications involve participation in development of strategic initiatives as well as personal responsibility and autonomy in performing complex technical operations or organising others. It may include participation in teams including teams concerned with planning and evaluation functions. Group or team coordination may be involved.

The degree of emphasis on breadth as against depth of knowledge and skills may vary between qualifications granted at this level.

Distinguishing features of learning outcomes

Do the competencies or learning outcomes enable an individual with this qualification to:

- demonstrate understanding of a broad knowledge base incorporating theoretical concepts, with substantial depth in some areas

- analyse and plan approaches to technical problems or management requirements

- transfer and apply theoretical concepts and/or technical or creative skills to a range of situations

- evaluate information, using it to forecast for planning or research purposes

- take responsibility for own outputs in relation to broad quantity and quality parameters

- take some responsibility for the achievement of group outcomes.

Advanced Diploma

Characteristics of learning outcomes

Breadth, depth and complexity involving analysis, design, planning, execution and evaluation across a range of technical and/or management functions including development of new criteria or applications or knowledge or procedures.

The application of a significant range of fundamental principles and complex techniques across a wide and often unpredictable variety of contexts in relation to either varied or highly specific functions. Contribution to the development of a broad plan, budget or strategy is involved and accountability and responsibility for self and others in achieving the outcomes is involved.

Applications involve significant judgement in planning, design, technical or leadership/guidance functions related to products, services, operations or procedures.

The degree of emphasis on breadth as against depth of knowledge and skills may vary between qualifications granted at this level.

Distinguishing features of learning outcomes

Do the competencies or learning outcomes enable an individual with this qualification to:

- demonstrate understanding of specialised knowledge with depth in some areas

- analyse, diagnose, design and execute judgements across a broad range of technical or management functions

- generate ideas through the analysis of information and concepts at an abstract level

- demonstrate a command of wide-ranging, highly specialised technical, creative or conceptual skills

- demonstrate accountability for personal outputs within broad parameters

- demonstrate accountability for personal and group outcomes within broad parameters.

Vocational Graduate Certificate

Characteristics of competencies or learning outcomes

- The self-directed development and achievement of broad and specialised areas of knowledge and skills, building on prior knowledge and skills

- Substantial breadth and complexity involving the initiation, analysis, design, planning, execution and evaluation of technical and management functions in highly varied and highly specialised contexts.

- Applications involve making significant, high-level, independent judgements in major broad or planning, design, operational, technical and management functions in highly varied and specialised contexts. They may include responsibility and broad-ranging accountability for the structure, management and output of the work or functions of others.

- The degree of emphasis on breadth, as opposed to depth, of knowledge and skills may vary between qualifications granted at this level.

Distinguishing features of learning outcomes

- Demonstrate the self-directed development and achievement of broad and specialised areas of knowledge and skills, building on prior knowledge and skills

- Initiate, analyse, design, plan, execute and evaluate major broad or technical and management functions in highly varied and highly specialised contexts.

- Generate and evaluate ideas through the analysis of information and concepts at an abstract level.

- Demonstrate a command of wide-ranging, highly specialised technical, creative or conceptual skills in complex contexts.

- Demonstrate responsibility and broad-ranging accountability for the structure, management and output of the work or functions of others.

Vocational Graduate Diploma

Characteristics of competencies or learning outcomes

- The self-directed development and achievement of broad and specialised areas of knowledge and skills, building on prior knowledge and skills.

- Substantial breadth, depth and complexity involving the initiation, analysis, design, planning, execution and evaluation of major functions, both broad and highly specialised, in highly varied and highly specialised contexts.

- Further specialisation within a systematic and coherent body of knowledge.

- Applications involve making high-level, fully independent, complex judgements in broad planning, design, operational, technical and management functions in highly varied and highly specialised contexts. They may include full responsibility and accountability for all aspects of work and functions of others, including planning, budgeting and strategy development

- The degree of emphasis on breadth, as opposed to depth, of knowledge and skills may vary between qualifications granted at this level.

Distinguishing features of learning outcomes

- Demonstrate the self-directed development and achievement of broad and highly specialised areas of knowledge and skills, building on prior knowledge and skills.

- Initiate, analyse, design, plan, execute and evaluate major functions, both broad and within highly varied and highly specialised contexts.

- Generate and evaluate complex ideas through the analysis of information and concepts at an abstract level.

- Demonstrate an expert command of wide-ranging, highly specialised, technical, creative or conceptual skills in complex and highly specialised or varied contexts.

- Demonstrate full responsibility and accountability for personal outputs.

- Demonstrate full responsibility and accountability for all aspects of the work or functions of others, including planning, budgeting and strategy.

Qualifications Pathways

There are many pathways into and through occupations within the Transport and Logistics Industry. These occupations are subject to a wide range of state, territory, national and international regulatory requirements, codes and licences.

For many of the occupations it is necessary to hold a certificate of competency or at least to have completed specific certification requirements before you can be actively employed on the types of machinery concerned in particular operational areas. These certification requirements include educational requirements (e.g. the educational qualifications contained in this Training Package) but also involve a range of other requirements such as medical certificates, radio operator certificates, etc. In other words, for many occupations in the Transport and Logistics Industry, the achievement of an educational qualification is only a partial fulfilment of the regulatory requirements that must be demonstrated by a person seeking a certificate of competency from the relevant state or territory regulatory or safety authority.

The information described in Figures 2–9 explains the more significant pathways between qualifications and does not represent the only pathways. The information describes the pathway relationships between the 'education pathways' and is not intending to provide information on the diverse range of occupations and positions in the Transport and Logistics Industry.

Users of the Transport and Logistics Training Package are therefore encouraged to access the pertinent documents from the relevant authorities to understand the various regulated occupations in the Transport and Logistics Industry and the full certification requirements for each.

Figure 2: Certificate I Pathways Model

```
                        ┌─────────────────────────────┐
                        │   Certificate 1 in Transport │
                        │   and Logistics (Pathways)   │
                        └─────────────────────────────┘
                                      ↑
                        ┌─────────────────────────────┐
                        │    3 core pathways units at  │
                        │         AQF Level 1          │
                        └─────────────────────────────┘
                                      ↑
   ┌──────────────┐     ┌─────────────────────────────┐
   │ A total of 7 │     │   1 core industry/technical  │
   │    units     │─────│      unit at AQF Level 1     │
   └──────────────┘     └─────────────────────────────┘
                                      ↑
                        ┌─────────────────────────────┐
                        │   3 units from any Training  │
                        │  Package at AQF Level 1 or   │
                        │              2               │
                        └─────────────────────────────┘
```
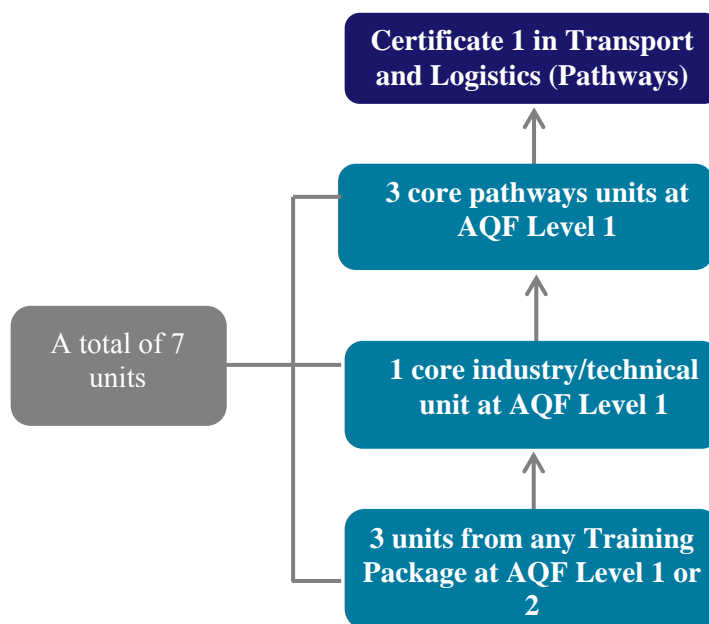
Figure 3: Warehousing and Distribution Pathways

Pathway to further qualifications and careers in logistics and warehousing management
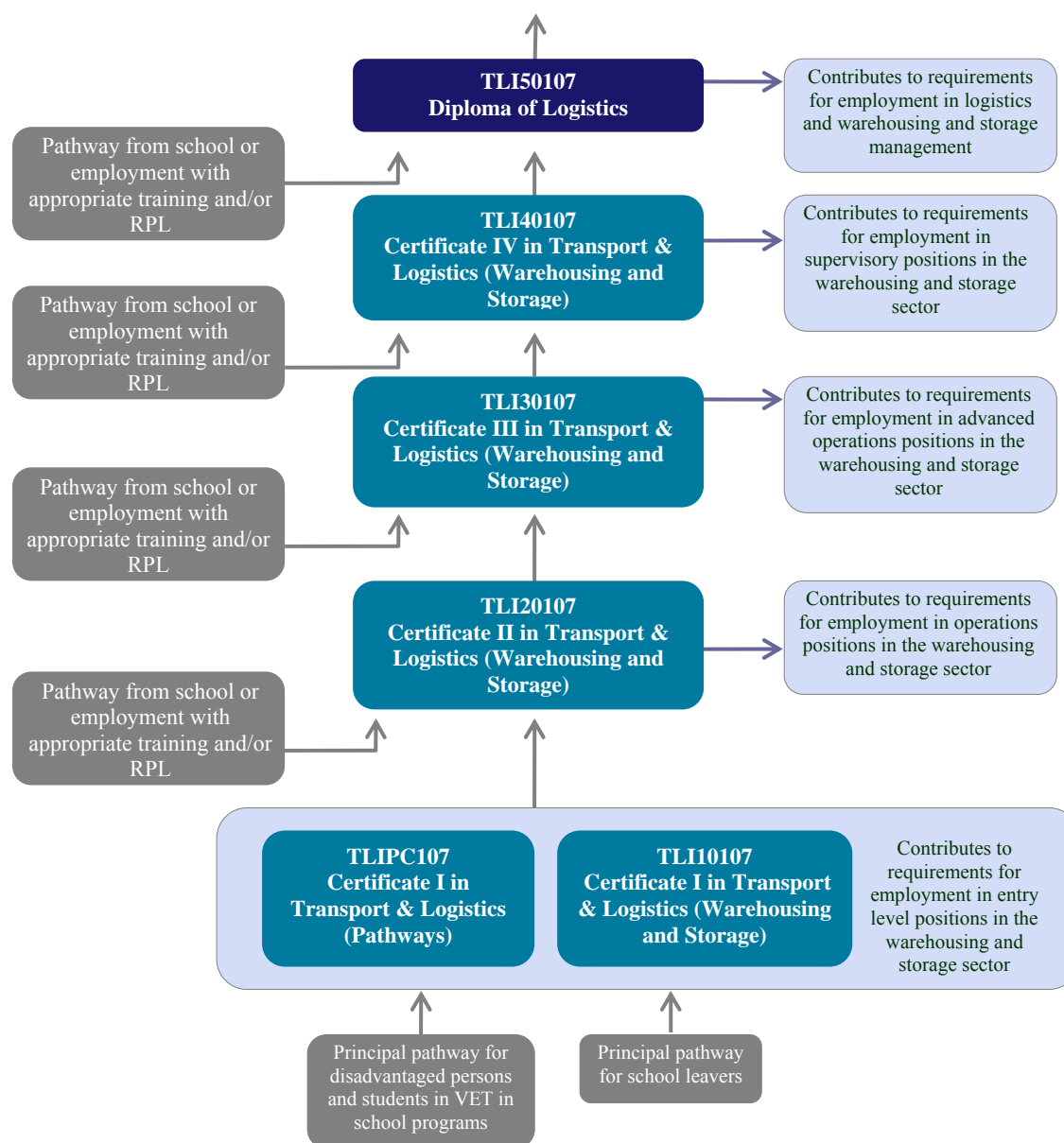
Figure 4: Certificate II in Driving Operations Pathways

Pathway to further qualifications and careers in logistics and road transport management
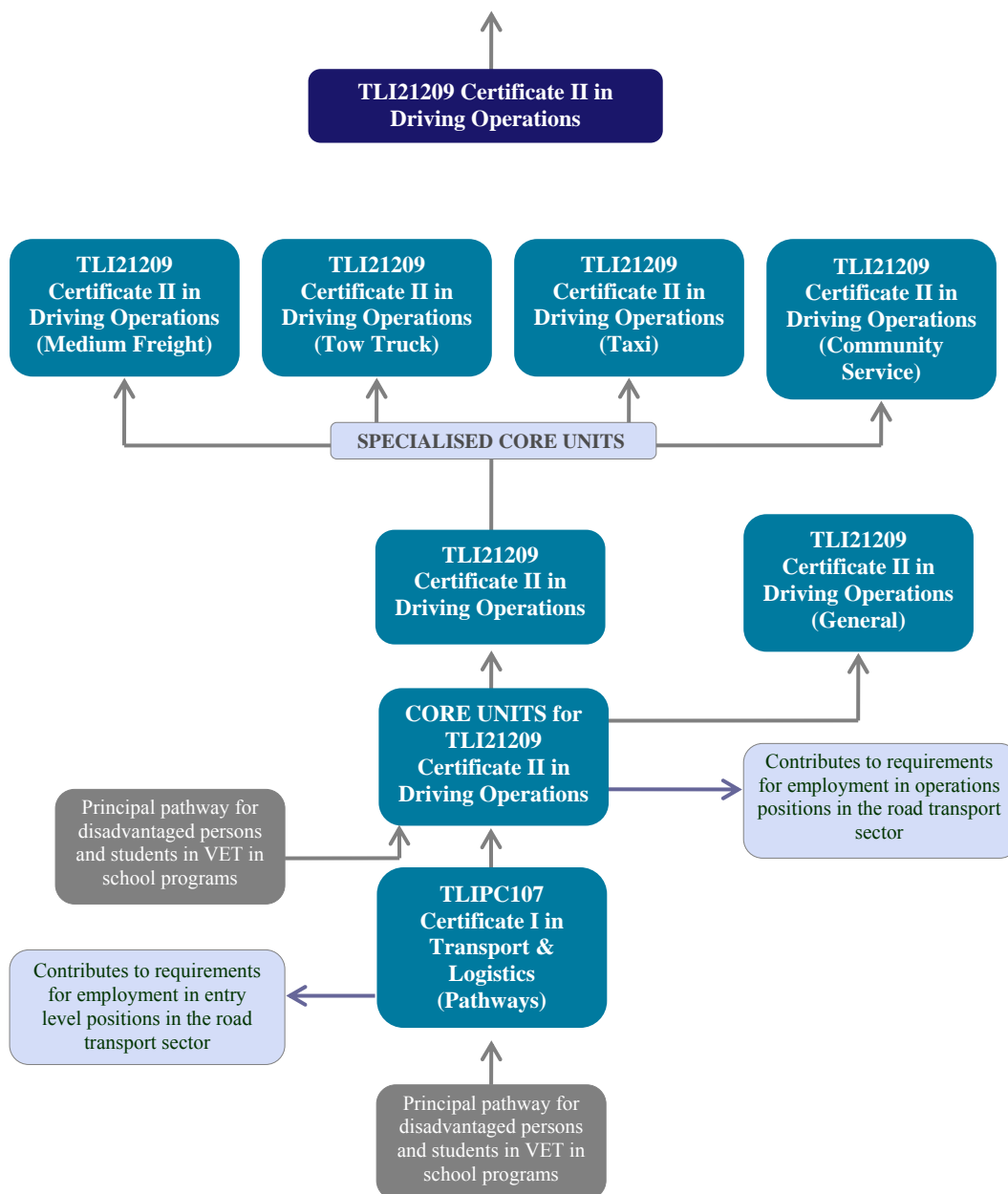
Figure 5: Certificate III in Driving Operations Pathways

Pathway to further qualifications and careers in logistics and road transport management
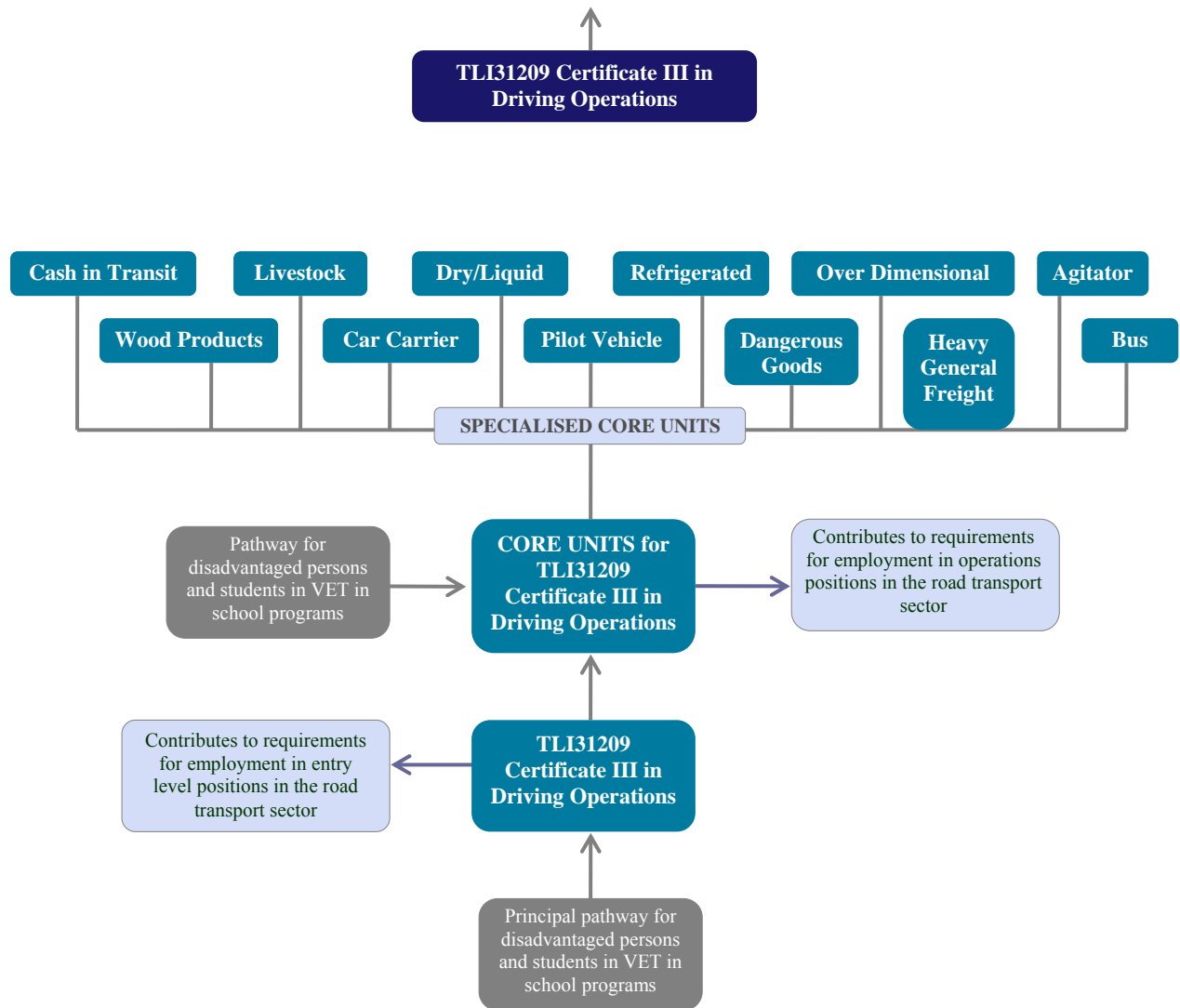
Figure 6: Stevedoring Pathways

Pathway to further qualifications and careers in logistics and stevedoring management
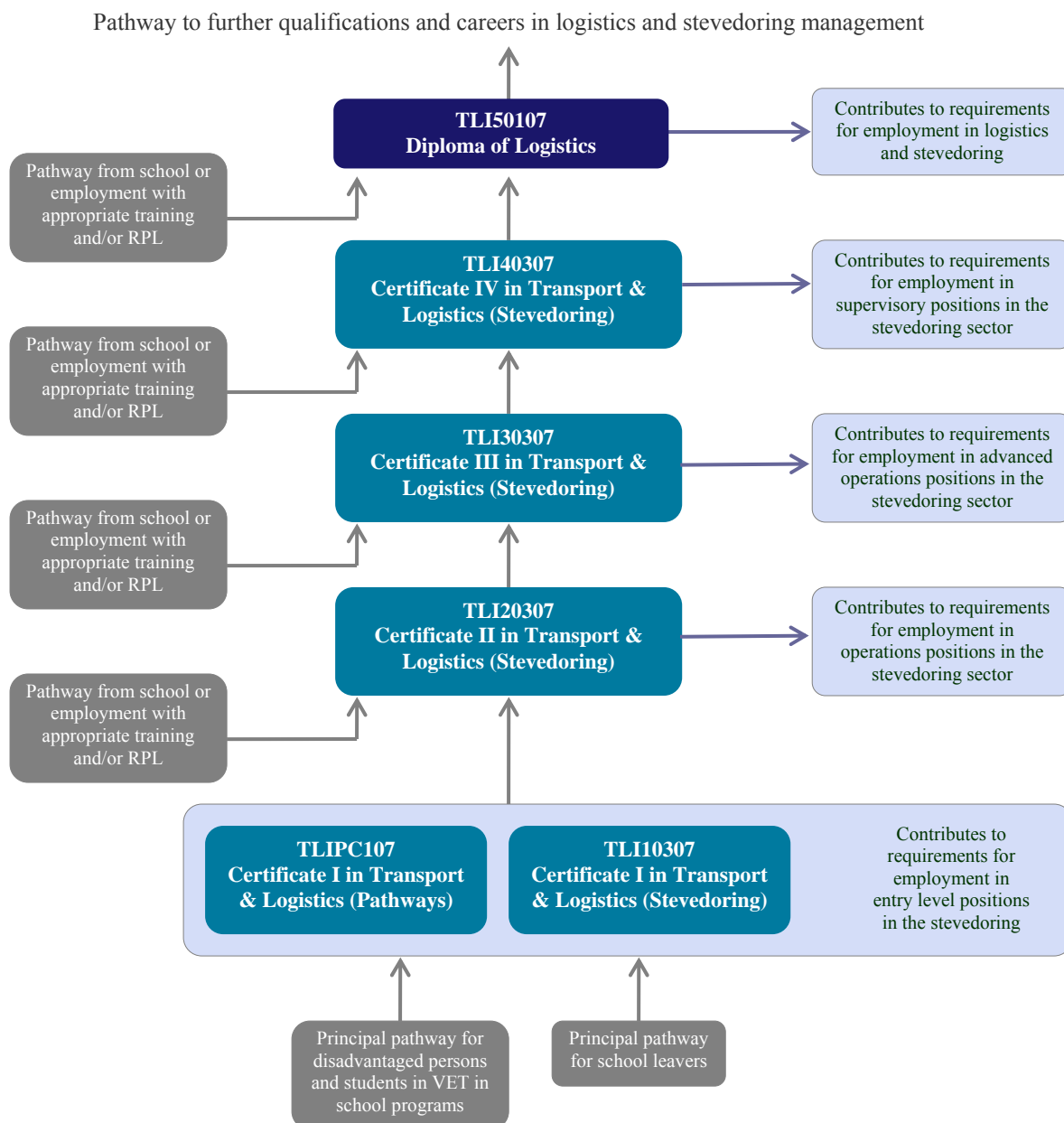
Figure 7: Rail Operations Pathways

Pathway to further qualifications and careers in logistics management

TLI50107
Diploma of Logistics

Contributes to requirements for employment in logistics and rail operations

Pathway from school or employment with appropriate training and/or RPL

TLI40407
Certificate IV in Transport & Logistics (Rail Operations)

Contributes to requirements for employment in supervisory positions in the rail operations sector

Pathway from school or employment with appropriate training and/or RPL

TLI30407
Certificate III in Transport & Logistics (Rail Operations)

Contributes to requirements for employment in advanced operations positions in the rail operations sector

Pathway from school or employment with appropriate training and/or RPL

TLI20407
Certificate II in Transport & Logistics (Rail Operations)

Contributes to requirements for employment in operations positions in the rail operations sector

Pathway from school or employment with appropriate training and/or RPL

TLIPC107
Certificate I in Transport & Logistics (Pathways)

TLI10407
Certificate I in Transport & Logistics (Rail Operations)

Contributes to requirements for employment in entry level positions in the rail operations sector

Principal pathway for disadvantaged persons and students in VET in school programs

Principal pathway for school leavers

Figure 8: Rail Infrastructure Pathways

Pathway to further qualifications and careers in logistics and rail infrastructure management
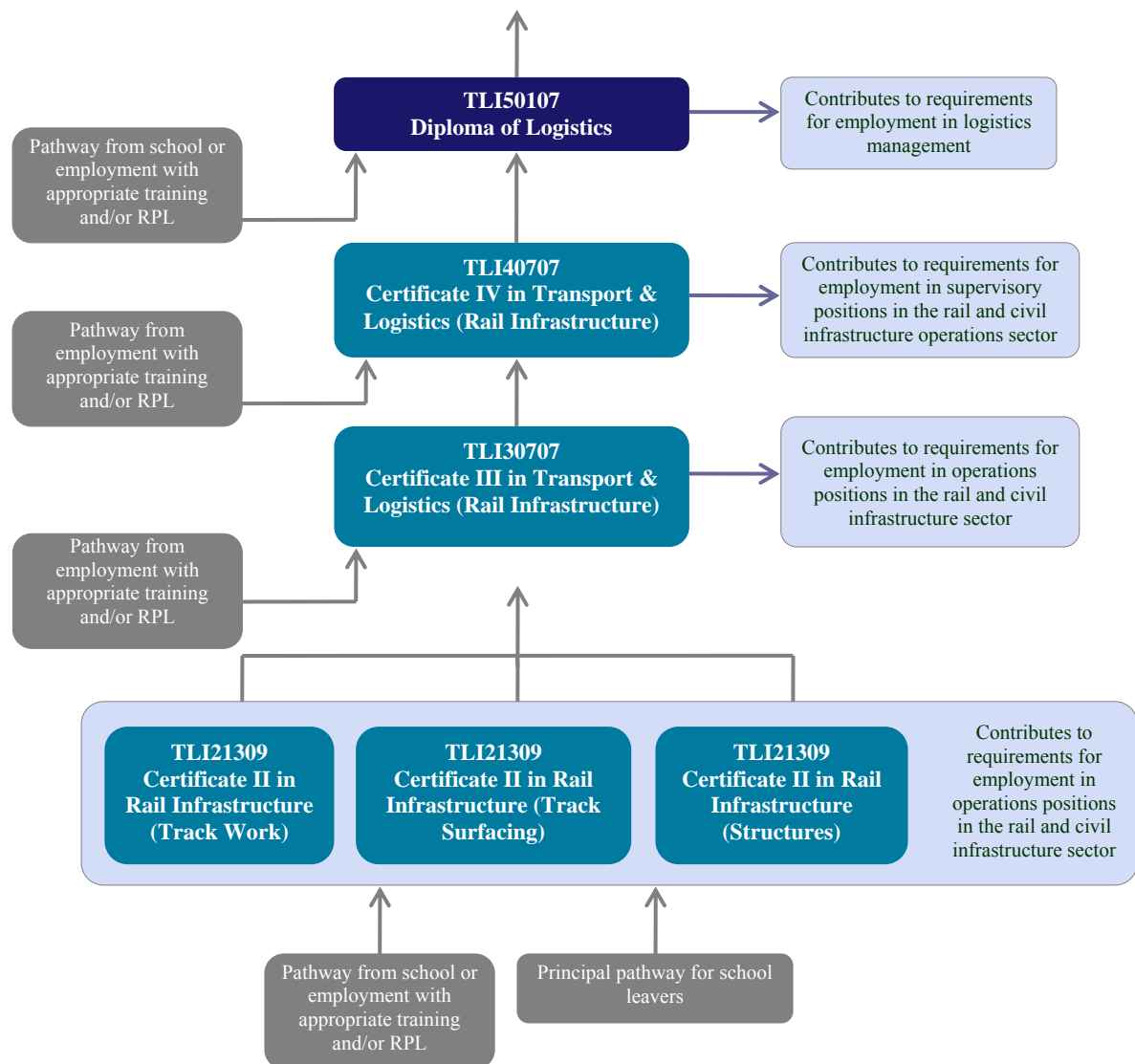
Figure 9: Logistics Pathways

Pathway to further qualifications and careers in logistics management
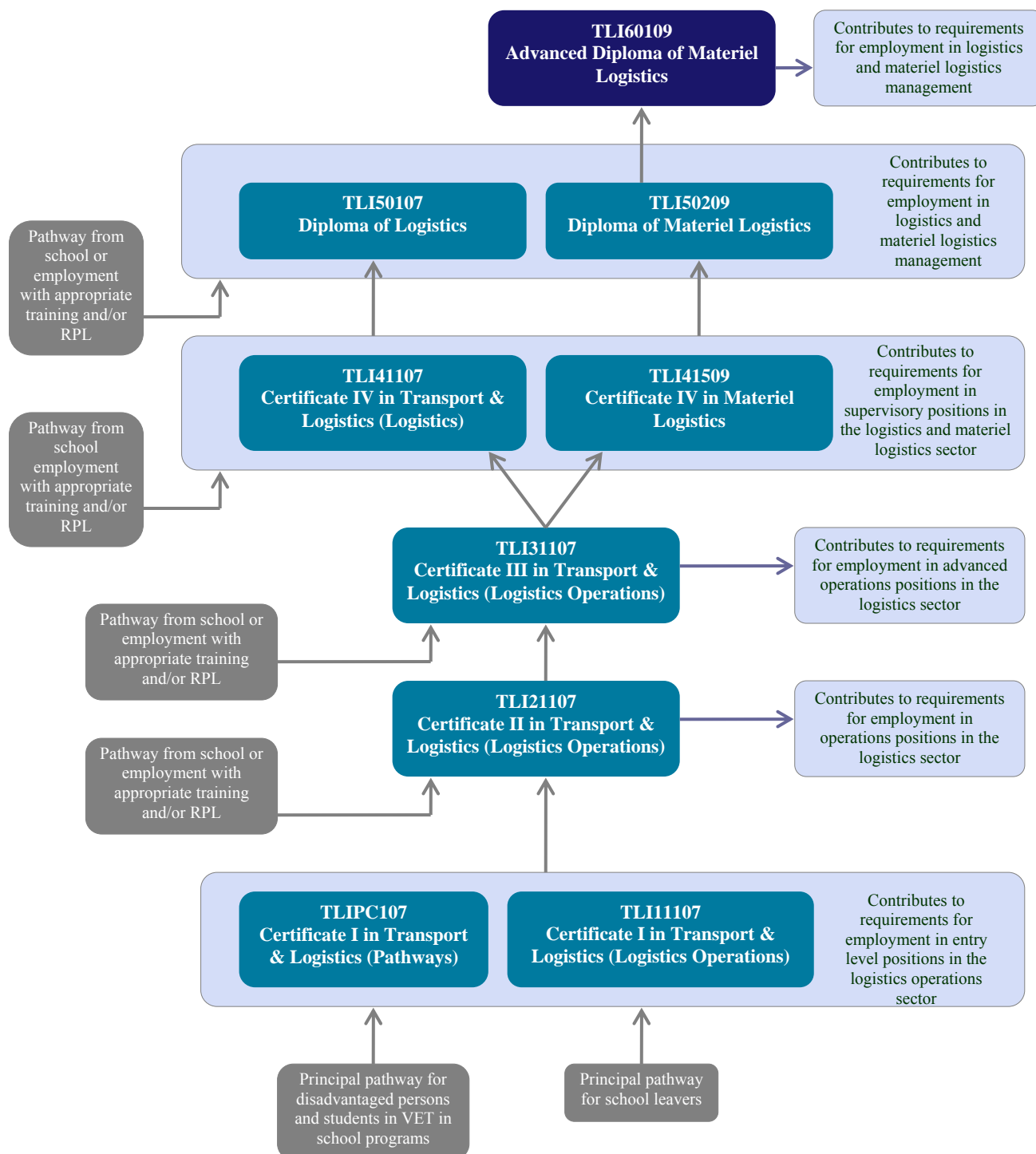
TLI07 (Version 4.1) Qualifications and Packaging Rules

The qualifications and packaging rules for TLI07 (Version 4.1) are listed in the remainder of this section in the order below.

Certificate I	
TLIPC107	Certificate I in Transport and Logistics (Pathways)
TLI10107	Certificate I in Transport and Logistics (Warehousing and Storage)
TLI10307	Certificate I in Transport and Logistics (Stevedoring)
TLI10407	Certificate I in Transport and Logistics (Rail Operations)
TLI11107	Certificate I in Transport and Logistics (Logistics Operations)
Certificate II	
TLI20107	Certificate II in Transport and Logistics (Warehousing and Storage)
TLI20307	Certificate II in Transport and Logistics (Stevedoring)
TLI20407	Certificate II in Transport and Logistics (Rail Operations)
TLI21107	Certificate II in Transport and Logistics (Logistics Operations)
TLI21209	Certificate II in Driving Operations
TLI21309	Certificate II in Rail Infrastructure
Certificate III	
TLI30107	Certificate III in Transport and Logistics (Warehousing and Storage)
TLI30307	Certificate III in Transport and Logistics (Stevedoring)
TLI30407	Certificate III in Transport and Logistics (Rail Operations)
TLI30707	Certificate III in Transport and Logistics (Rail Infrastructure)
TLI30907	Certificate III in Transport and Logistics (Mobile Cranes Operations)
TLI31107	Certificate III in Transport and Logistics (Logistics Operations)
TLI31209	Certificate III in Driving Operations
TLI31309	Certificate III in International Freight Forwarding (Operator)
TLI31409	Certificate III in Rail Driving
Certificate IV	
TLI40107	Certificate IV in Transport and Logistics (Warehousing and Storage)
TLI40307	Certificate IV in Transport and Logistics (Stevedoring)
TLI40407	Certificate IV in Transport and Logistics (Rail Operations)
TLI40707	Certificate IV in Transport and Logistics (Rail Infrastructure)
TLI40907	Certificate IV in Transport and Logistics (Mobile Cranes Operations)
TLI41107	Certificate IV in Transport and Logistics (Logistics)
TLI41207	Certificate IV in Transport and Logistics (Road Transport – Car Driving Instruction)
TLI41309	Certificate IV in Transport and Logistics (Road Transport – Heavy Vehicle Driving Instruction)
TLI41409	Certificate IV in Transport and Logistics (Road Transport – Motorcycle Riding Instruction)
TLI41509	Certificate IV Materiel Logistics
TLI41609	Certificate IV in International Freight Forwarding (Senior Operator)

Diploma	
TLI50107	Diploma of Logistics
TLI50209	Diploma of Materiel Logistics
TLI50310	Diploma of International Freight Forwarding
Advanced Diploma	
TLI60109	Advanced Diploma of Materiel Logistics

Overview

There are 36 qualifications in the TLI07 (Version 4.1) Transport and Logistics Training Package at the following AQF levels:

- 5 at AQF 1 Certificate 1
- 6 at AQF 2 Certificate II
- 10 at AQF 3 Certificate III
- 10 at AQF 4 Certificate IV
- 3 at AQF 5 Diploma
- 1 at AQF 6 Advanced Diploma.

Qualifications by sector are as follows:

- Pathways certificate – 1 qualification
- Warehousing and storage – 4 qualifications
- Road transport– 3 qualifications
- Driving operations – 2 qualifications
- International freight forwarding – 3 qualifications
- Stevedoring – 4 qualifications
- Rail operations – 5 qualifications
- Rail infrastructure – 3 qualifications
- Mobile cranes operations – 2 qualifications
- Logistics operations – 5 qualifications
- Materiel logistics – 3 qualifications.

The TLI07 qualifications and relevant packing rules (including an employability skills summary for each) are presented in AQF level 1–6 order.

Certificate I

TLIPC107 Certificate I in Transport and Logistics (Pathways)

Qualification title:

Certificate I in Transport and Logistics (Pathways)

Rationale:

A cross-sector certificate utilising units in the Transport and Logistics Training Package which provides a pathway for those who have had limited access to formal vocational and education training, including young unemployed, early school leavers and students at risk, older unemployed people, Indigenous groups, geographically disadvantaged, and people with intellectual and/or physical disabilities. It is also designed to assist Year 9 and 10 students as a framework for a structured workplace learning program, and to develop employability and technical skills required by those commencing a career in the Transport and Logistics Industry.

Breadth, depth and complexity of knowledge and skills would prepare a person to perform a defined range of activities most of which may be routine and predictable.

Requirements for completion of the qualification:

A successful assessment outcome for a total **7 units** aligned at AQF 1 comprising:

- 3 core Pathways units
    - TLIPC107A Demonstrate care and apply safe practices at work
    - TLIPC207A Adapt to work requirements in the transport and logistics industry
    - TLIPC307A Apply effective work practices
- 1 core industry/technical unit to be chosen from the following Project Units:
    - TLIPC407A Complete courier delivery operations
    - TLIPC507A Complete small store operations
    - The 'project' unit means that competency is to be achieved over the course of the program and it should be delivered through integration with other units of competency, rather than a stand alone learning program. Integrated project units represent evidence of a set of related activities with a measurable outcome which may be a product, a service or an operation, with a beginning, middle and an end and may be achieved within a real or simulated working environment.

The technical units from the industry core units are designed for use only in a Pathways qualification or skill set. They should not be used in other instances as replacements for units that have direct job outcomes.

- 3 units from Training Packages within the Transport and Logistics Industry Skills Council (TLISC) or from another ISC or accredited course at AQF Levels 1 or 2.

TLIPC107 Certificate I in Transport and Logistics (Pathways) (continued)

For example, units could be selected from the Project Unit A or B options below:

Project Unit A	
TLIC107C Drive	vehicle
TLIC1207C	Ride courier/delivery motorcycle
TLIC1307C	Ride courier/delivery bicycle
TLIH107D	Interpret road maps and navigate pre-determined routes
TLII207D	Apply customer service skills

Project Unit B	
TLIA1307C Receive	goods
TLIA2007C Replenish	stock
TLIA2107C Despatch	stock
TLIA2207C	Participate in stocktakes
TLID107C	Shift materials safely using manual handling methods
TLID207C	Shift a load using manually-operated equipment
TLII207D	Apply customer service skills

Employability Skills Summary for

TLIPC107   Certificate I Transport and Logistics (Pathways)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Use communication systems and procedures required for applicable basic transport and logistics operations • Read and interpret relevant regulations, instructions, signs and labels applicable to basic transport and logistics operations • Speak clearly and directly on matters related to basic transport and logistics operations • Write basic documents as part of duties, including completion of relevant forms and incident reports • Recognise and interpret non-verbal signs, signals and behaviour • Use relevant communication equipment.
Teamwork	• Assist in the resolution of any interpersonal conflicts that may arise during applicable basic transport and logistics operations • Avoid and prevent the harassment of others in the workplace • Collaborate with others in the course of applicable basic transport and logistics operations • Work with persons of different ages, gender, race, religion, political persuasion, etc.
Problem solving	• Identify and solve or report problems arising in the course of applicable basic transport and logistics operations • Monitor and anticipate problems that may occur in the course of applicable basic transport and logistics operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility • Recognise hazards and risks in a range of applicable basic transport and logistics situations and take appropriate precautions • Use mathematics to carry out basic calculations related to applicable transport and logistics operations.

TLIPC107   Certificate I Transport and Logistics (Pathways) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Initiative and enterprise	• Modify activities dependent on differing situations and contingencies that may arise during applicable basic transport and logistics operations • Take appropriate initiatives in a range of operational situations such as those above • Respond appropriately to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Follow and apply operational and emergency plans, systems and procedures • Check own compliance with regulations and codes of practice • Implement the workplace security and safety management systems • Check own operational performance • Collect and interpret basic information needed in the course of applicable basic transport and logistics operations • Organise and plan own work activities • Manage time and priorities in the course of applicable basic transport and logistics operations.
Self management	• Interpret and apply regulations and instructions • Establish and follow own work plans and schedules • Check own work performance.
Learning	• Adapt own competence in response to any changes in applicable basic transport and logistics operations • Update own knowledge and skills required for relevant basic transport and logistics operations.
Technology	• Use equipment and materials required during basic transport and logistics operations • Follow and apply operational and servicing instructions for equipment used during basic transport and logistics operations • Follow and apply OH&S procedures when using relevant transport and logistics equipment and facilities.

TLI10107 Certificate I in Transport and Logistics (Warehousing and Storage)

Qualification title:

Certificate I in Transport and Logistics (Warehousing and Storage)

Rationale:

A general qualification for the Warehousing and Storage Industry. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 1.

Breadth, depth and complexity of knowledge and skills would prepare a person to perform a defined range of activities most of which may be routine and predictable.

Requirements for completion of the qualification:

A successful assessment outcome for a total **7 units** aligned at AQF 1 comprising:

- at least 5 units and up to 7 units from those listed below
- up to 2 suitable units drawn with appropriate contextualisation from; other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific basic operational needs of occupations while also providing options for multi-skilling.

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Field		Unit
A	**Handling Cargo/Stock**	TLIA107C Secure cargo
B	**Equipment Checking and Maintenance**	TLIB2807B Maintain and use hand tools
		TLIB3007B Undertake general site maintenance
		TLIB3107B Clean up plant, equipment and worksite
C	**Driving Vehicle**	TLIC107C Drive vehicle
		TLIC1307C Ride courier/delivery bicycle
D	**Load Handling**	TLID107C Shift materials safely using manual handling methods
		TLID207C Shift a load using manually-operated equipment
E	**Communication and Calculation**	TLIE307C Participate in basic workplace communication
		TLIE507C Carry out basic workplace calculations

TLI10107 Certificate I in Transport and Logistics (Warehousing and Storage) (continued)

Field		Unit	
F	**Safety Management**	TLIF107C	Follow occupational health and safety procedures
		TLIF207C	Conduct housekeeping activities
		TLIF907C spaces	Conduct cleaning operations in enclosed
G	**Teamwork**	TLIG107C	Work effectively with others
I	**Customer Service**	TLII207D	Apply customer service skills
L	**Resource Management**	TLIL107C procedures	Complete workplace orientation/induction
O	**Security**	TLIO207D	Follow security procedures

Employability Skills Summary for

TLI10107   Certificate I in Transport and Logistics (Warehousing and Storage)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Use communication systems and procedures required for basic warehousing and storage operations • Read and interpret relevant regulations, instructions, signs and labels applicable to warehousing and storage operations • Speak clearly and directly on matters related to warehousing and storage operations • Write basic documents as part of duties, including completion of relevant forms and incident reports • Recognise and interpret non-verbal signs, signals and behaviour • Use relevant communication equipment.
Teamwork	• Assist in the resolution of any interpersonal conflicts that may arise during warehousing and storage operations • Avoid and prevent the harassment of others in the workplace • Collaborate with others in the course of warehousing and storage operations • Work with persons of different ages, gender, race, religion, political persuasion, etc.
Problem solving	• Identify and solve or report problems arising in the course of warehousing and storage operations • Monitor and anticipate problems that may occur in the course of warehousing and storage operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility • Recognise hazards and risks in a range of warehousing and storage situations and take appropriate precautions • Use mathematics to carry out various basic calculations related to warehousing and storage operations.

TLI10107 (continued)   Certificate I in Transport and Logistics (Warehousing and Storage)

Employability Skill	Industry/enterprise requirements for this qualification include:
Initiative and enterprise	• Modify activities dependent on differing situations and contingencies that may arise during warehousing and storage operations • Take appropriate initiatives in a range of operational situations such as those above • Respond appropriately to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Follow and apply operational and emergency plans, systems and procedures • Check own compliance with regulations and codes of practice • Implement the workplace security and safety management systems • Check own operational performance • Collect and interpret basic information needed in the course of warehousing and storage operations • Organise and plan own work activities • Manage time and priorities in the course of road transport operations.
Self management	• Interpret and apply regulations and instructions • Establish and follow own work plans and schedules • Check own work performance.
Learning	• Adapt own competence in response to any changes in warehousing and storage operations • Update own knowledge and skills required for warehousing and storage activities.
Technology	• Use equipment and materials required during warehousing and storage operations • Follow and apply operational and servicing instructions for equipment used during warehousing and storage operations • Follow and apply OH&S procedures when using warehousing and storage equipment and facilities.

TLI10307 Certificate I in Transport and Logistics (Stevedoring)

Qualification title:

Certificate I in Transport and Logistics (Stevedoring)

Rationale:

A general qualification for the Stevedoring Industry. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 1.

Breadth, depth and complexity of knowledge and skills would prepare a person to perform a defined range of activities most of which may be routine and predictable.

Requirements for completion of the qualification:

A successful assessment outcome for a total **7 units** aligned at AQF 1 comprising:

- at least 5 units and up to 7 units from those listed below
- up to 2 suitable units drawn with appropriate contextualisation from; other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific basic operational needs of occupations while also providing options for multi-skilling.

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Field		Unit	
A	**Handling Cargo/Stock**	TLIA107C Secure	cargo
B	**Equipment Checking and Maintenance**	TLIB2807B	Maintain and use hand tools
C	**Driving Vehicle**	TLIC107C Drive	vehicle
D	**Load Handling**	TLID107C	Shift materials safely using manual handling methods
		TLID207C	Shift a load using manually-operated equipment
E	**Communication and Calculation**	TLIE307C	Participate in basic workplace communication
		TLIE507C	Carry out basic workplace calculations
F	**Safety Management**	TLIF107C	Follow occupational health and safety procedures
		TLIF207C	Conduct housekeeping activities
		TLIF907C	Conduct cleaning operations in enclosed spaces

TLI10307 Certificate I in Transport and Logistics (Stevedoring) (continued)

Field		Unit	
G	**Teamwork**	TLIG107C	Work effectively with others
I	**Customer Service**	TLII207D	Apply customer service skills
L	**Resource Management**	TLIL107C	Complete workplace orientation/induction procedures
O	**Security**	TLIO207D	Follow security procedures

Employability Skills Summary for

TLI10307   Certificate I in Transport and Logistics (Stevedoring)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Use communication systems and procedures required in basic stevedoring operations • Read and interpret relevant regulations, instructions, signs and labels applicable to stevedoring operations • Speak clearly and directly on matters related to stevedoring operations • Write basic documents as part of duties, including completion of relevant forms and incident and accident reports • Recognise and interpret non-verbal signs, signals and behaviour • Use relevant communication equipment.
Teamwork	• Assist in the resolution of any interpersonal conflicts that may arise during stevedoring operations • Avoid and prevent the harassment of others in the workplace • Collaborate with others in the course of stevedoring operations • Work with persons of different ages, gender, race, religion, political persuasion, etc.
Problem solving	• Identify and solve or report problems arising in the course of stevedoring operations • Monitor and anticipate problems that may occur in the course of stevedoring operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility • Recognise hazards and risks in a range of stevedoring situations and take appropriate precautions • Use mathematics to solve problems such as various basic calculations related to stevedoring operations.

TLI10307   Certificate I in Transport and Logistics (Stevedoring) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Initiative and enterprise	• Modify activities dependent on differing situations and contingencies that may arise during stevedoring operations • Take appropriate initiatives in a range of operational situations such as those above • Respond appropriately to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Follow and apply operational and emergency plans, systems and procedures • Check own compliance with stevedoring and safety regulations and codes of practice • Implement the workplace security and safety management systems • Check own operational performance • Collect and interpret basic information needed in the course of stevedoring operations • Organise and plan own work activities • Manage time and priorities in the course of stevedoring activities.
Self management	• Interpret and apply regulations and instructions • Establish and follow own work plans and schedules • Check own work performance.
Learning	• Adapt own competence in response to any changes in the stevedoring operations • Update own knowledge and skills required for stevedoring activities.
Technology	• Use equipment and tools required during stevedoring operations • Follow and apply operational and servicing instructions for equipment used during stevedoring operations • Follow and apply OH&S procedures when using stevedoring equipment and facilities.

TLI10407 Certificate I in Transport and Logistics (Rail Operations)

Qualification title:

Certificate I in Transport and Logistics (Rail Operations)

Rationale:

A general qualification for the Operations Sector of the Rail Industry. This includes passenger and freight services and train operations. Successful completion will require competency in units that relate to work defined as aligned AQF Level 1.

Breadth, depth and complexity of knowledge and skills would prepare a person to perform a defined range of activities most of which may be routine and predictable.

Requirements for completion of the qualification:

A successful assessment outcome for a total **7 units** aligned at AQF 1 comprising:

- at least 5 units and up to 7 units from those listed below
- up to 2 suitable units drawn with appropriate contextualisation from; other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific basic operational needs of occupations while also providing options for multi-skilling.

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Field		Unit
A	**Handling Cargo/Stock**	TLIA107C Secure cargo
B	**Equipment Checking and Maintenance**	TLIB2407B Clean transportation units and facilities for passenger use
		TLIB2807B Maintain and use hand tools
		TLIB8007A Use, clean and maintain towing equipment
C	**Driving Vehicle**	TLIC107C Drive vehicle
D	**Load Handling**	TLID107C Shift materials safely using manual handling methods
		TLID207C Shift a load using manually-operated equipment
E	**Communication and Calculation**	TLIE307C Participate in basic workplace communication
		TLIE507C Carry out basic workplace calculations

TLI10407 Certificate I in Transport and Logistics (Rail Operations) (continued)

Field		Unit	
F	**Safety Management**	TLIF107C	Follow occupational health and safety procedures
		TLIF207C	Conduct housekeeping activities
		TLIF907C	Conduct cleaning operations in enclosed spaces
G	**Teamwork**	TLIG107C	Work effectively with others
I	**Customer Service**	TLII207D	Apply customer service skills
L	**Resource Management**	TLIL107C	Complete workplace orientation/induction procedures
O	**Security**	TLIO207D	Follow security procedures

Employability Skills Summary for

TLI10407   Certificate I in Transport and Logistics (Rail Operations)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Use communication systems and procedures used in basic rail operations • Read and interpret relevant regulations, instructions, manuals, notices and signs applicable to rail operations • Speak clearly and directly on matters related to rail operations • Write basic documents as part of duties, including completion of relevant forms and incident and accident reports • Recognise and interpret non-verbal signs, signals and behaviour • Use relevant communication equipment.
Teamwork	• Assist in the resolution of any interpersonal conflicts that may arise during rail operations • Avoid and prevent the harassment of others in the workplace • Collaborate with others in the course of rail operations • Work with persons of different ages, gender, race, religion, political persuasion, etc.
Problem solving	• Identify and solve or report problems arising in the course of rail operations • Monitor and anticipate problems that may occur in the course of rail operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility • Recognise hazards and risks in a range of rail situations and take appropriate precautions • Use mathematics to solve problems such as various basic calculations related to rail operations.

TLI10407   Certificate I in Transport and Logistics (Rail Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Initiative and enterprise	• Modify activities dependent on differing situations and contingencies that may arise during rail operations • Take appropriate initiatives in a range of operational situations such as those above • Respond appropriately to any changes in vehicle, equipment, standard operating procedures and the working environment
Planning and organising	• Follow and apply operational and emergency plans, systems and procedures • Check own compliance with applicable rail and safety regulations and codes of practice • Implement the workplace security and safety management systems and safeworking requirements • Check own operational performance • Collect and interpret basic information needed in the course of rail operations • Organise and plan own work activities • Manage time and priorities in the course of rail operations.
Self management	• Interpret and apply applicable regulations and instructions • Establish and follow own work plans and schedules • Check own work performance.
Learning	• Adapt own competence in response to any changes in the processes and equipment used in rail operations • Update own knowledge and skills required for rail activities.
Technology	• Use equipment and tools required during rail operations • Follow and apply operational and servicing instructions for equipment used during rail operations • Follow and apply the applicable safeworking requirements and OH&S procedures when using rail equipment and facilities.

TLI11107 Certificate I in Transport and Logistics (Logistics Operations)

Qualification title:

Certificate I in Transport and Logistics (Logistics Operations)

Rationale:

An entry level qualification for the Road and Rail Transport, Warehousing, Storage, Stevedoring and allied Industries. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 1.

Breadth, depth and complexity of knowledge and skills would prepare a person to perform a defined range of activities most of which may be routine and predictable.

Requirements for completion of the qualification:

A successful assessment outcome for a total **7 units** aligned at AQF 1 comprising:

- at least 5 units and up to 7 units from those listed below
- up to 2 suitable units drawn with appropriate contextualisation from; other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages, or Accredited Course.

Units can be packaged together to meet the specific basic operational needs of occupations while also providing options for multi-skilling.

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Field		Unit	
C	**Driving Vehicle**	TLIC107C	Drive vehicle
D	**Load Handling**	TLID107C	Shift materials safely using manual handling methods
E	**Communication and Calculation**	TLIE307C	Participate in basic workplace communication
		TLIE507C	Carry out basic workplace calculations
F	**Safety Management**	TLIF107C	Follow occupational health and safety procedures
		TLIF207C	Conduct housekeeping activities
G	**Teamwork**	TLIG107C	Work effectively with others
I	**Customer Service**	TLII207D	Apply customer service skills
L	**Resource Management**	TLIL107C	Complete workplace orientation/induction procedures
O	**Security**	TLIO207D	Follow security procedures

Employability Skills Summary for

TLI11107   Certificate I in Transport and Logistics (Logistics Operations)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Use communication systems and procedures used in basic administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Read and interpret relevant regulations and instructions applicable to basic administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Speak clearly and directly on matters related to basic administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Write basic documents as part of duties, including completion of relevant forms and incident and accident reports
	• Recognise and interpret non-verbal signs, signals and behaviour
	• Use relevant communication equipment.
Teamwork	• Assist in the resolution of any interpersonal conflicts that may arise during basic administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Avoid and prevent the harassment of others in the workplace
	• Collaborate with others in the course of basic administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Work with persons of different ages, gender, race, religion, political persuasion, etc.

TLI11107   Certificate I in Transport and Logistics (Logistics Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report problems arising in the course of basic administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Monitor and anticipate problems that may occur in the course of basic administrative activities involved in transport, logistics, freight forwarding and customs broking including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Recognise hazards and risks in a range of situations and take appropriate action
	• Use mathematics to carry out basic calculations related to administrative activities involved in transport, logistics, freight forwarding and customs broking.
Initiative and enterprise	• Modify activities dependent on differing situations and contingencies that may arise during administrative operations
	• Take appropriate initiatives in a range of administrative situations such as those above
	• Respond appropriately to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Follow and apply operational and emergency plans, systems and procedures
	• Check own compliance with applicable regulations and codes of practice
	• Implement the workplace security and safety management systems
	• Check own operational performance
	• Collect and interpret basic information needed in the course of the basic administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Organise and plan own work activities
	• Manage time and priorities in the course of basic administrative activities involved in transport, logistics, freight forwarding and customs broking.
Self management	• Interpret and apply applicable regulations and instructions
	• Establish and follow own work plans and schedules
	• Check own work performance.

TLI11107   Certificate I in Transport and Logistics (Logistics Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Adapt own competence in response to any changes in the basic administrative activities involved in transport, logistics, freight forwarding and customs broking operations
	• Update own knowledge and skills required for administrative activities involved in transport, logistics, freight forwarding and customs broking operations.
Technology	• Operate office equipment required for the basic administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Follow and apply operational and servicing instructions for equipment used during the basic administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Follow and apply the applicable OH&S procedures for the use of office equipment and facilities.

Certificate II

TLI20107 Certificate II in Transport and Logistics (Warehousing and Storage)

Qualification title:

Certificate II in Transport and Logistics (Warehousing and Storage)

Rationale:

A general qualification for the Warehousing and Storage Industry. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 2.

Performance of a prescribed range of functions involving known routines and procedures and some accountability for the quality of outcomes.

Requirements for completion of the qualification:

A successful assessment outcome for a total **14 units**, comprising:

(a)   **7 units** aligned at AQF 2 made up of:

- at least 5 units and up to 7 units from those listed below (aligned at AQF 2)
- up to 2 suitable units (aligned at AQF 2) drawn with appropriate contextualisation from; other Transport and Logistics Certificate II qualifications, other relevant endorsed Training Packages, or Accredited Course

and

(b)   **7 units** aligned at AQF 1 made up of:

- at least 5 units and up to 7 units from those listed for the Certificate I in Transport and Logistics (Warehousing and Storage) (aligned at AQF 1)
- up to 2 suitable units (aligned at AQF 1) drawn with appropriate contextualisation from; other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific operational needs of occupations while also providing options for multi-skilling.

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

TLI20107 Certificate II in Transport and Logistics (Warehousing and Storage) (continued)

Field	Unit
A Handling Cargo/Stock	TLIA307C Connect and disconnect reefer units TLIA907E Complete and check import/export documentation TLIA1107C Package goods TLIA1207C Pick and process orders TLIA1307C Receive goods TLIA1407C Use product knowledge to complete work operations TLIA2007C Replenish stock TLIA2107C Despatch stock TLIA2207C Participate in stocktakes TLIA4107B Manually sort mail and parcels TLIA4207B Despatch mail TLIA4307B Consolidate mail TLIA4407B Carry out delivery operations TLIA4507B Process international parcels and letters TLIA4607B Process parcels and letters TLIA4707B Stream mail
B Equipment Checking and Maintenance	TLIB107C Check and assess operational capabilities of equipm ent TLIB907C Check conveyor operational status TLIB2907B Use and maintain minor mechanical equipment
D Load Handling	TLID307E Handle dangerous goods/hazardous substances TLID407C Load and unload goods/cargo TLID707C Prepare cargo for transfer with slings TLID1007C Operate a forklift TLID1207C Operate specialised load shifting equipment TLID1307C Move materials mechanically using automated equipm ent TLID1607D Load and unload explosives and dangerous goods TLID2107C Use specialised bulk transfer equipment (dry) TLID2207C Conduct weighbridge operations TLID4507B Operate specialised light load shifting equipment
E Communication and Calculation	TLIE107C Present routine workplace information TLIE707B Use communication systems TLIE807C Process workplace documentation

TLI20107 Certificate II in Transport and Logistics (Warehousing and Storage) (continued)

Field		Unit	
F	**Safety Management**	TLIF607C	Apply accident-emergency procedures
		TLIF1007C	Apply fatigue management strategies
		TLIF1207D	Apply safe procedures when handling/transporting dangerous goods or explosives
		TLIF1807B	Operate firefighting equipment
G	**Teamwork**	TLIG707B	Work in a socially diverse environment
H	**Route Planning and Navigation**	TLIH107D routes	Interpret road maps and navigate pre-determined
		TLIH307C Prioritise	courier/delivery operations
I	**Customer Service**	BSBCUS201A	Deliver a service to customers
J	**Quality**	TLIJ107C	Apply quality procedures
		TLIJ307C	Apply grain protection measures
		TLIJ407C	Implement grain monitoring measures
K	**Computers and Technology**	TLIK107C	Use infotechnology devices and computer applications in the workplace
		TLIK307C	Apply keyboard skills
		TLIK707C shipping	Perform electronic data interchange (EDI) to transmit documentation
L	**Resource Management**	TLIL807C	Complete routine administrative tasks
		TLIL3107B	Monitor and process attendance records
O	**Security**	TLIO1307C	Administer security of assets and facilities
Q	**Financial Management**	TLIQ107D	Conduct financial transactions
		TLIQ707C	Prepare and process financial documents
		TLIQ1107B	Maintain petty cash account
		TLIQ1207B	Sell products and services
T	**Records**	TLIT107C	Capture records into a records keeping system
		TLIT407C	Maintain control of records
		TLIT507C	Provide information from and about records
U	**Environment**	TLIU707B	Care for the environment

TLI20107 Certificate II in Transport and Logistics (Warehousing and Storage) (continued)

Field	Unit	
V Pallet Operations	TLIV107C	Cut and join materials
	TLIV207C processe	Operate hand held air/power equipment for production s
	TLIV307C	Apply surface coatings using a spray gun
	TLIV407C	Undertake pallet repairs
	TLIV507C	Clean and inspect pallets
	TLIV607C Manufacture	pallets using automated methods
	TLIV707C Manufacture	pallets using manual methods
	TLIV807C	Dock boards using computer programmed machinery
	TLIV907C	Dock boards on mechanical feeds

Employability Skills Summary for

TLI20107   Certificate II in Transport and Logistics (Warehousing and Storage)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Use communication systems and procedures required for warehousing and storage operations
	• Read and interpret relevant regulations, instructions, signs and labels applicable to warehousing and storage operations
	• Speak clearly and directly on matters related to warehousing and storage operations
	• Write documents as part of duties, including completion of relevant forms and incident reports
	• Negotiate complex issues with others in the course of warehousing and storage operations
	• Recognise and interpret non-verbal signs, signals and behaviour
	• Use relevant communication equipment.
Teamwork	• Collaborate with others in the course of warehousing and storage operations
	• Contribute to the resolution of any interpersonal conflicts that may arise during warehousing and storage operations
	• Assist other team members to achieve and maintain competence where applicable
	• Avoid and prevent the harassment of others in the workplace
	• Work with persons of different ages, gender, race, religion, political persuasion, etc.

TLI20107 Certificate II in Transport and Logistics (Warehousing and Storage) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report problems arising in the course of warehousing and storage operations
	• Monitor and anticipate problems that may occur in the course of warehousing and storage operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Manage hazards and risks in a range of warehousing and storage situations and take appropriate precautions
	• Use mathematics to solve problems such as various calculations involved in warehousing and storage operations.
Initiative and enterprise	• Modify activities dependent on differing situations and contingencies that may arise during warehouse and storage operations
	• Take appropriate initiatives in a range of diverse operational situations such as those above
	• Respond appropriately to any changes in equipment, standard operating procedures and the working environment
Planning and organising	• Follow and apply operational and emergency plans, systems and procedures
	• Check own compliance with regulations and codes of practice
	• Implement the workplace security and safety management systems
	• Check own operational performance
	• Collect and interpret information needed in the course of warehousing and storage operations
	• Organise and plan own work activities
	• Manage time and priorities in the course of road transport operations.
Self management	• Interpret and apply regulations, standard operating procedures and instructions
	• Establish and follow own work plans and schedules
	• Monitor and evaluate own work performance.

TLI20107   Certificate II in Transport and Logistics (Warehousing and Storage) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Adapt own competence in response to any changes in warehousing and storage operations • Assist others in the workplace to develop their competence • Update own knowledge and skills required for warehousing and storage activities.
Technology	• Use the equipment and materials required during warehousing and storage operations • Follow and apply operational and servicing instructions for equipment used during warehousing and storage operations • Follow and apply OH&S procedures when using warehousing and storage equipment and facilities.

TLI20307 Certificate II in Transport and Logistics (Stevedoring)

Qualification title:

Certificate II in Transport and Logistics (Stevedoring)

Rationale:

A general qualification for the Stevedoring Industry. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 2.

Performance of a prescribed range of functions involving known routines and procedures and some accountability for the quality of outcomes.

Requirements for completion of the qualification:

A successful assessment outcome for a total **14 units**, comprising:

(a)   **7 units** aligned at AQF 2 made up of:

* at least 5 units and up to 7 units from those listed below (aligned at AQF 2)
* up to 2 suitable units (aligned at AQF 2) drawn with appropriate contextualisation from; other Transport and Logistics Certificate II qualifications, other relevant endorsed Training Packages or Accredited Course

and

(b)   **7 units** aligned at AQF 1 made up of:

* at least 5 units and up to 7 units from those listed for the Certificate I in Transport and Logistics (Stevedoring) (aligned at AQF 1)
* up to 2 suitable units (aligned at AQF 1) drawn with appropriate contextualisation from; other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific operational needs of occupations while also providing options for multi-skilling.

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Field		Unit	
A	**Handling Cargo/Stock**	TLIA307C	Connect and disconnect reefer units
		TLIA907E	Complete and check import/export documentation
		TLIA1407C	Use product knowledge to complete work operations
B	**Equipment Checking and Maintenance**	TLIB107C equipm	Check and assess operational capabilities of ent
		TLIB2907B	Use and maintain minor mechanical equipment
C	**Driving Vehicle**	TLIC207C	Drive light rigid vehicle

TLI20307 Certificate II in Transport and Logistics (Stevedoring) (continued)

Field	Unit
D Load Handling	TLID307E Handle dangerous goods/hazardous substances
	TLID407C Load and unload goods/cargo
	TLID707C Prepare cargo for transfer with slings
	TLID1007C Operate a forklift
	TLID1207C Operate specialised load shifting equipment
	TLID1307C Move materials mechanically using automated equipm ent
	TLID1607D Load and unload explosives and dangerous goods
	TLID2107C Use specialised bulk transfer equipment (dry)
	TLID2207C Conduct weighbridge operations
	TLID4507B Operate specialised light load shifting equipment
E Communication and Calculation	TLIE107C Present routine workplace information
	TLIE707B Use communication systems
	TLIE807C Process workplace documentation
F Safety Management	TLIF607C Apply accident-emergency procedures
	TLIF1007C Apply fatigue management strategies
	TLIF1207D Apply safe procedures when handling/transporting dangerous goods or explosives
	TLIF1807B Operate firefighting equipment
	TLIF6808A Work at height in the stevedoring industry
G Teamwork	TLIG707B Work in a socially diverse environment
J Quality	TLIJ107C Apply quality procedures
K Computers and Technology	TLIK107C Use infotechnology devices and computer applications in the workplace
	TLIK307C Apply keyboard skills
	TLIK707C Perform electronic data interchange (EDI) to transmit shipping documentation
L Resource Management	TLIL807C Complete routine administrative tasks
	TLIL3107B Monitor and process attendance records
O Security	TLIO1307C Administer the security of assets and facilities
Q Financial Management	TLIQ107D Conduct financial transactions
	TLIQ1107B Maintain petty cash account
U Environment	TLIU707B Care for the environment

Employability Skills Summary for

TLI20307   Certificate II in Transport and Logistics (Stevedoring)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Use communication systems and procedures required in stevedoring operations
	• Read and interpret relevant regulations, instructions, signs and labels applicable to stevedoring operations
	• Speak clearly and directly on matters related to stevedoring operations
	• Write documents as part of duties, including completion of relevant forms and incident and accident reports
	• Recognise and interpret non-verbal signs, signals and behaviour
	• Use relevant communication equipment.
Teamwork	• Collaborate with others in the course of stevedoring operations
	• Work with persons of different ages, gender, race, religion, political persuasion, etc.
	• Assist in the resolution of any interpersonal conflicts that may arise during stevedoring operations.
	• Avoid and prevent the harassment of others in the workplace
Problem solving	• Identify and solve or report problems arising in the course of stevedoring operations
	• Monitor and anticipate problems that may occur in the course of stevedoring operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Recognise hazards and risks in a range of stevedoring situations and take appropriate precautions
	• Use mathematics to solve various calculations related to stevedoring operations.

TLI20307　　Certificate II in Transport and Logistics (Stevedoring) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Initiative and enterprise	• Modify activities dependent on differing situations and contingencies that may arise during stevedoring operations • Take appropriate initiatives in a range of operational situations such as those above • Respond appropriately to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Follow and apply operational and emergency plans, systems and procedures • Check own compliance with stevedoring and safety regulations and codes of practice • Implement the workplace security and safety management systems • Check own operational performance • Collect and interpret information needed in the course of stevedoring operations • Organise and plan own work activities • Manage time and priorities in the course of stevedoring activities.
Self management	• Interpret and apply regulations and instructions applicable to stevedoring operations • Establish and follow own work plans and schedules • Check own work performance
Learning	• Adapt own competence in response to any changes in stevedoring operations • Assist others in the workplace to develop their competence • Update own knowledge and skills required for stevedoring activities.
Technology	• Use equipment and tools required during stevedoring operations • Follow and apply operational and servicing instructions for equipment used during stevedoring operations • Follow and apply OH&S procedures when using stevedoring equipment and facilities.

TLI20407 Certificate II in Transport and Logistics (Rail Operations)

Qualification title:

Certificate II in Transport and Logistics (Rail Operations)

Rationale:

A general qualification for the Operations Sector of the Rail Industry. Successful completion will require competency in units that relate to work defined as aligned AQF Level 2.

Performance of a prescribed range of functions involving known routines and procedures and some accountability for the quality of outcomes.

Requirements for completion of the qualification:

A successful assessment outcome for a total **14 units**, comprising:

(a)   **7 units** aligned at AQF 2 made up of:

- at least 5 units and up to 7 units from those listed below (aligned at AQF 2)
- up to 2 suitable units (aligned at AQF 2) drawn with appropriate contextualisation from; other Transport and Logistics Certificate II qualifications, other relevant endorsed Training Packages, or Accredited Course

and

(b)   **7 units** aligned at AQF 1 made up of:

- at least 5 units and up to 7 units those listed for the Certificate I in Transport and Logistics (Rail Operations) (aligned at AQF 1)
- up to 2 suitable units (aligned at AQF 1) drawn with appropriate contextualisation from; other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific operational needs of occupations while also providing options for multi-skilling.

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

TLI20407 Certificate II in Transport and Logistics (Rail Operations) (continued)

Field	Unit	
A Handling Cargo/Stock	TLIA307C	Connect and disconnect reefer units
	TLIA1407C	Use product knowledge to complete work operations
B Equipment Checking and Maintenance	TLIB107C	Check and assess operational capabilities of equipment
	TLIB2207B	Diagnose and rectify minor faults
	TLIB2307B	Provide sanitation and water services support to passenger transportation units
	TLIB2907B	Use and maintain minor mechanical equipment
	TLIB7907A	Set up and secure a towing situation
D Load Handling	TLID307E	Handle dangerous goods/hazardous substances
	TLID407C	Load and unload goods/cargo
	TLID707C	Prepare cargo for transfer with slings
	TLID1007C	Operate a forklift
	TLID1207C	Operate specialised load shifting equipment
	TLID1307C	Move materials mechanically using automated equipment
	TLID1607D	Load and unload explosives and dangerous goods
	TLID2207C	Conduct weighbridge operations
	TLID4507B	Operate specialised light load shifting equipment
E Communication and Calculation	TLIE107C	Present routine workplace information
	TLIE707B	Use communication systems
	TLIE807C	Process workplace documentation
F Safety Management	TLIF607C	Apply accident-emergency procedures
	TLIF1007C	Apply fatigue management strategies
	TLIF1207D	Apply safe procedures when handling/transporting dangerous goods or explosives
	TLIF1807B	Operate and firefighting equipment
	TLIF1907B	Ensure a safe on-board passenger and working environment
	TLIF6207A	Apply awareness of safeworking rules and regulations
G Teamwork	TLIG707B	Work in a socially diverse environment
I Customer Service	TLII1507B	Operate the on-train buffet car
	BSBCUS201A	Deliver a service to customers

TLI20407 Certificate II in Transport and Logistics (Rail Operations) (continued)

Field	Unit	
J Quality	TLIJ107C	Apply quality procedures
K Computers and Technology	TLIK107C	Use infotechnology devices and computer applications in the workplace
	TLIK307C	Apply keyboard skills
	TLIK707C shipping	Perform electronic data interchange (EDI) to transmit documentation
L Resource Management	TLIL807C	Complete routine administrative tasks
	TLIL3107B	Monitor and process attendance records
	TLIL4107B	Monitor and record rolling stock locations
	TLIL4607B	Handle customer luggage/property
	TLIL4807B	Prepare for train departure
O Security	TLIO1107C	Provide revenue protection measures
	TLIO1307C	Administer the security of assets and facilities
Q Financial Management	TLIQ1107B	Maintain petty cash account
	TLIQ1207B	Sell products and services
U Environment	TLIU707B	Care for the environment

Employability Skills Summary for

TLI20407   Certificate II in Transport and Logistics (Rail Operations)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Use communication systems and procedures used in rail operations
	• Read and interpret relevant regulations, instructions, manuals, notices and signs applicable to rail operations
	• Speak clearly and directly on matters related to rail operations
	• Write documents as part of duties, including completion of relevant forms and incident and accident reports
	• Recognise and interpret non-verbal signs, signals and behaviour
	• Use relevant communication equipment.
Teamwork	• Assist in the resolution of any interpersonal conflicts that may arise during rail operations
	• Avoid and prevent the harassment of others in the workplace
	• Collaborate with others in the course of rail operations
	• Work with persons of different ages, gender, race, religion, political persuasion, etc.
Problem solving	• Identify and solve or report problems arising in the course of rail operations
	• Monitor and anticipate problems that may occur in the course of rail operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Recognise hazards and risks in a range of rail situations and take appropriate precautions
	• Use mathematics to solve various calculations related to rail operations.

TLI20407   Certificate II in Transport and Logistics (Rail Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Initiative and enterprise	• Modify activities dependent on differing situations and contingencies that may arise during rail operations • Take appropriate initiatives in a range of operational situations such as those above • Respond appropriately to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Follow and apply operational and emergency plans, systems and procedures • Check own compliance with applicable rail and safety regulations and codes of practice • Implement the workplace security and safety management systems and safeworking requirements • Check own operational performance • Collect and interpret information needed in the course of rail operations • Organise and plan own work activities • Manage time and priorities in the course of rail operations.
Self management	• Interpret and apply applicable regulations and instructions • Establish and follow own work plans and schedules • Check own work performance.
Learning	• Adapt own competence in response to any changes in the processes and equipment used in rail operations • Assist others in the workplace to develop their competence • Update own knowledge and skills required for rail activities.
Technology	• Use equipment and tools required during rail operations • Follow and apply operational and servicing instructions for equipment used during rail operations • Follow and apply the relevant safeworking requirements and OH&S procedures for operations using rail equipment and facilities.

TLI21107 Certificate II in Transport and Logistics (Logistics Operations)

Qualification title:

Certificate II in Transport and Logistics (Logistics Operations)

Rationale:

An operational qualification for the Road and Rail Transport, Warehousing, Storage, Stevedoring and allied Industries. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 2.

Performance of a prescribed range of functions involving known routines and procedures and some accountability for the quality of outcomes.

Requirements for completion of the qualification:

A successful assessment outcome for a total **14 units**, comprising:

(a)   **7 units** aligned at AQF 2 made up of:

- at least 5 units and up to 7 units from those listed below (aligned at AQF 2)
- up to 2 suitable units (aligned at AQF 2) drawn with appropriate contextualisation from; other Transport and Logistics Certificate II qualifications, other relevant endorsed Training Packages or Accredited Course

and

(b)   **7 units** aligned at AQF 1 made up of:

- at least 5 units and up to 7 units from those listed for the Certificate I in Transport and Logistics (Logistics Operations) (aligned at AQF 1)
- up to 2 suitable units (aligned at AQF 1) drawn with appropriate contextualisation from: other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific operational needs of occupations while also providing options for multi-skilling.

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

TLI21107 Certificate II in Transport and Logistics (Logistics Operations) (continued)

Field		Unit	
A	**Handling Cargo/Stock**	TLIA907E	Complete and check import/export documentation
		TLIA1407C	Use product knowledge to complete work operations
		TLIA2207C	Participate in stocktakes
		TLIA4807C	Carry out border clearance functions
		TLIA4907C custo	Apply specialist permit requirements as part of ms broking activities
B	**Equipment Checking and Maintenance**	TLIB107C equipm	Check and assess operational capabilities of ent
D	**Load Handling**	TLID1807C	Handle furniture and effects
		TLID1907C	Pack and unpack cartons during a removal
		TLID2207C Conduct	weighbridge operations
E	**Communication and Calculation**	TLIE107C	Present routine workplace information
		TLIE707B	Use communication systems
		TLIE807C	Process workplace documentation
		TLIE1707B	Undertake initial removal survey
F	**Safety Management**	TLIF1007C	Apply fatigue management strategies
		TLIF1807B	Operate firefighting equipment
G	**Teamwork**	TLIG707B	Work in a socially diverse environment
H	**Route Planning and Navigation**	TLIH307C Prioritise	courier/delivery operations
I	**Customer Service**	TLII607D	Provide freight forwarding services to customers
		BSBCUS201A	Deliver a service to customers
J	**Quality**	TLIJ107C	Apply quality procedures
K	**Computers and Technology**	TLIK107C	Use infotechnology devices and computer applications in the workplace
		TLIK307C	Apply keyboard skills
		TLIK707C shipping	Perform electronic data interchange (EDI) to transmit documentation
L	**Resource Management**	TLIL807C	Complete routine administrative tasks
		TLIL3107B	Monitor and process attendance records
O	**Security**	TLIO1307C	Administer the security of assets and facilities
Q	**Financial Management**	TLIQ107D	Conduct financial transactions
		TLIQ707C	Prepare and process financial documents
		TLIQ1107B	Maintain petty cash account
		TLIQ1207B	Sell products and services
T	**Records**	TLIT107C	Capture records into a records keeping system
		TLIT407C	Maintain control of records
		TLIT507C	Provide Information from and about records
U	**Environment**	TLIU707B	Care for the environment

Employability Skills Summary for

TLI21107   Certificate II in Transport and Logistics (Logistics Operations)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	- Use communication systems and procedures used in administrative activities involved in transport, logistics, freight forwarding and customs broking - Read and interpret relevant regulations and instructions applicable to administrative activities involved in transport, logistics, freight forwarding and customs broking - Speak clearly and directly on matters related to administrative activities involved in transport, logistics, freight forwarding and customs broking - Write documents as part of duties, including completion of relevant forms and incident and accident reports - Recognise and interpret non-verbal signs, signals and behaviour - Use relevant communication equipment.
Teamwork	- Assist in the resolution of any interpersonal conflicts that may arise during administrative activities involved in transport, logistics, freight forwarding and customs broking - Avoid and prevent the harassment of others in the workplace - Collaborate with others in the course of administrative activities involved in transport, logistics, freight forwarding and customs broking - Work with persons of different ages, gender, race, religion, political persuasion, etc.

TLI21107   Certificate II in Transport and Logistics (Logistics Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report problems arising in the course of administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Monitor and anticipate problems that may occur in the course of administrative activities involved in transport, logistics, freight forwarding and customs broking including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Recognise hazards and risks in a range of situations and take appropriate precautions
	• Use mathematics to carry out calculations related to administrative activities involved in transport, logistics, freight forwarding and customs broking.
Initiative and enterprise	• Modify activities dependent on differing administrative situations and contingencies
	• Take appropriate initiatives in a range of administrative situations such as those above
	• Respond appropriately to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Follow and apply operational and emergency plans, systems and procedures
	• Check own compliance with applicable regulations and codes of practice
	• Implement the workplace security and safety management systems
	• Check own operational performance
	• Collect and interpret information needed in the course of the administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Organise and plan own work activities
	• Manage time and priorities in the course of administrative activities involved in transport, logistics, freight forwarding and customs broking.
Self management	• Interpret and apply applicable regulations and instructions
	• Establish and follow own work plans and schedules
	• Check own work performance

TLI21107   Certificate II in Transport and Logistics (Logistics Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Adapt own competence in response to any changes in the administrative activities involved in transport, logistics, freight forwarding and customs broking operations • Update own knowledge and skills required for administrative activities involved in transport, logistics, freight forwarding and customs broking operations.
Technology	• Operate office equipment required for the administrative activities involved in transport, logistics, freight forwarding and customs broking • Follow and apply operational and servicing instructions for equipment used during the administrative activities involved in transport, logistics, freight forwarding and customs broking • Follow and apply the applicable OH&S procedures for the use of office equipment and facilities.

TLI21209 Certificate II in Driving Operations

Please note RTO to insert specialisation (job role) on certificate

Qualification title:

Certificate II in Driving Operations

Please note RTO to insert specialisation (job role) on certificate

Rationale:

This qualification is designed for driving operation job roles within the transport and distribution industry. Successful completion of the qualification will require competence in units of competency that relate to the job role requirements defined as aligned at AQF Level II. Successful completion of the licensing units within the qualification must align with licensing and regulatory requirements applicable to driving and state/territory regulatory requirements.

The Certificate II Driving Operation's qualification is aligned to, but not limited to, the following job roles:

Driving Operations – Express

Driving Operations – Pick up and delivery

Driving Operations – Courier

Driving Operations – Taxi truck

Driving Operations – Priority

Driving Operations – Taxicab

Where imported units are selected care must be taken to ensure that all pre-requisites specified are complied with.

Requirements for completion of the qualification:

A successful assessment outcome for a total of **18 to 19 units** of competency (depending on the specialisation selected) comprising:

(a)   the **6 core units**, listed below

plus

(b)   at least **one licensing or industry unit** relevant to the vehicle type applicable to the job role, listed below

plus

(c)   **all units** within **one** of the selected **specialisations (job roles),** listed below

plus

(d)   **6 elective units,** which may be taken from the elective units listed below, or may include up to **3 units** which may be drawn with appropriate contextualisation from this Training Package, and/or from Certificate II qualifications in other relevant nationally endorsed Training Packages or Accredited Course.

TLI21209   Certificate II in Driving Operations (continued)

Core units for all job roles:

Field		Unit	
D	Load Handling	TLID107C methods	Shift materials safely using manual handling
E	Communication and Calculation	TLIE507C	Carry out basic workplace calculations
F	Safety Management	TLIF107C	Follow occupational health and safety procedures
		TLIF1007C	Apply fatigue management strategies
H	Route Planning and Navigation	TLIH107D routes	Interpret road maps and navigate pre-determined
L	Resource Management	TLIL107C procedures	Complete workplace orientation/induction

Select: one licensing or industry unit relevant to the vehicle type applicable to the job role:

Field		Unit	
C	Driving Vehicle	TLIC107C Drive	vehicle
		TLIC907C Drive	taxicab
		TLIC1207C	Ride courier/delivery motorcycle
LIC	Licensing Units	TLILIC1409A	Licence to drive light rigid vehicle
		TLILIC1509A	Licence to drive medium rigid vehicle
		TLILIC1609A	Licence to drive heavy rigid vehicle

Select one specialisation (job role) from the following options:

Medium Freight
Tow Truck
Taxi
Community Service
General

TLI21209   Certificate II in Driving Operations
(Medium Freight)

Field		Unit	
B	Equipment Checking and Maintenance	TLIB407C	Carry out vehicle inspection
D	Load Handling	TLID407C	Load and unload goods/cargo
E	Communication and Calculation	TLIE407C	Prepare workplace documents
		TLIE807C	Process workplace documentation
F	Safety Management	TLIF607C	Apply accident-emergency procedures
I	Customer Service	TLII207D	Apply customer service skills

TLI21209   Certificate II in Driving Operations (continued)

TLI21209	Certificate II in Driving Operations (Tow Truck)		
Field		**Unit**	
B	**Equipment Checking and Maintenance**	TLIB7907A	Set up and secure a towing situation
C	**Driving Vehicle**	TLIC3507A	Manage the operation of a tow truck
D	**Load Handling**	TLID407C	Load and unload goods/cargo
E	**Communication and Calculation**	TLIE807C	Process workplace documentation
I	**Customer Service**	TLII207D	Apply customer service skills

TLI21209	Certificate II in Driving Operations (Taxi)		
Field		**Unit**	
B	**Equipment Checking and Maintenance**	TLIB9009A	Use communication systems in a taxicab
F	**Safety Management**	TLIF7209A	Comply with safety and security procedures
H	**Route Planning and Navigation**	TLIH407B	Identify major roads, services and attractions
I	**Customer Service**	TLII1909A	Provide taxicab customer service
L	**Resource Management**	TLIL6009A	Complete induction to the transport industry
Q	**Financial Management**	TLIQ1609A	Carry out financial transactions and maintain records

TLI21209	Certificate II in Driving Operations (Community Service)		
Field		**Unit**	
B	**Equipment Checking and Maintenance**	TLIB407C	Carry out vehicle inspection
C	**Driving Vehicle**	TLIC1107C	Transport passengers with disabilities
D	**Load Handling**	TLID407C	Load and unload goods/cargo
E	**Communication and Calculation**	TLIE807C	Process workplace documentation
F	**Safety Management**	TLIF1907B	Ensure a safe on-board passenger and working environment
J	**Quality**	TLIJ107C	Apply quality procedures

TLI21209   Certificate II in Driving Operations (continued)

Field		Unit
TLI21209	**Certificate II in Driving Operations (General)**	
Field		**Unit**
A	**Handling Cargo/Stock**	TLIA107C Secure cargo
B	**Equipment Checking and Maintenance**	TLIB407C Carry out vehicle inspection
D	**Load Handling**	TLID407C Load and unload goods/cargo
E	**Communication and Calculation**	TLIE307C Participate in basic workplace communication TLIE807C Process workplace documentation
I	**Customer Service**	TLII207D Apply customer service skills

Elective units:

Field		Unit
A	**Handling Cargo/Stock**	TLIA107C Secure cargo TLIA4107B Manually sort mail and parcels TLIA4207B Despatch mail TLIA4307B Consolidate mail TLIA4407B Carry out delivery operations TLIA4507B Process international parcels and letters TLIA4607B Process parcels and letters TLIA4707B Stream mail SIRPDIS002A Deliver prescription medicines to customers outside the pharmacy
B	**Equipment Checking and Maintenance**	TLIB407C Carry out vehicle inspection TLIB7907A Set up and secure a towing situation TLIB8007A Use, clean and maintain towing equipment TLIB9009A Use communication systems in a taxicab
C	**Driving Vehicle**	TLIC107C Drive vehicle TLIC1107C Transport passengers with disabilities TLIC1207C Ride courier/delivery motorcycle TLIC3507A Manage the operation of a tow truck TLIC4009A Provide wheelchair accessible taxi services to passengers with disabilities TLIC1307C Ride courier/delivery bicycle
D	**Load Handling**	TLID407C Load and unload goods/cargo TLID2907C Prepare articles for delivery
E	**Communication and Calculation**	TLIE307C Participate in basic workplace communication TLIE407C Prepare workplace documents TLIE807C Process workplace documentation

TLI21209   Certificate II in Driving Operations (continued)

Elective Units (continued)

Field		Unit	
F	**Safety Management**	TLIF607C	Apply accident-emergency procedures
		TLIF1907B environm	Ensure a safe on-board passenger and working ent
		TLIF7209A	Comply with safety and security procedures
H	**Route Planning and Navigation**	TLIH207D	Plan and navigate routes
		TLIH407B	Identify major roads, services and attractions
I	**Customer Service**	TLII207D	Apply customer service skills
		TLII1909A	Provide taxicab customer service
J	**Quality**	TLIJ107C	Apply quality procedures
K	**Computers and Technology**	TLIK107C	Use infotechnology devices and computer applications in the workplace
		TLIK307C	Apply keyboard skills
L	**Resource Management**	TLIL6009A	Complete induction to the transport industry
LIC	**Licensing Units**	TLILIC1409A	Licence to drive light rigid vehicle
		TLILIC1509A	Licence to drive medium rigid vehicle
		TLILIC1609A	Licence to drive heavy rigid vehicle
Q	**Financial Management**	TLIQ907C	Conduct courier/delivery cash transactions
		TLIQ1609A	Carry out financial transactions and maintain records
U	**Environment**	TLIU707B	Care for the environment

Employability Skills Summary for

TLI21209   Certificate II in Driving Operations
Please note RTO to insert specialisation (job role) on certificate

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Use communication systems and procedures used in relation to driving within the road transport industry • Read and follow relevant, instructions, manuals, notices and signs applicable in relation to the role of driving within the road transport industry • Speak clearly and directly on matters related to their role in relation to driving within the road transport industry • Listen to and interpret verbal information related to their role in relation to driving within the road transport industry • Complete documents as part of duties, including completion of relevant forms • Recognise and interpret non-verbal signs, signals and behaviour • Use relevant communication equipment.
Teamwork	• Participate in the resolution of any interpersonal conflicts that may arise during driving within the road transport industry • Avoid and prevent the harassment of others in the workplace • Collaborate with others within the role of driving within the road transport industry • Work with persons of different ages, gender, race, religion, political persuasion, etc.
Problem solving	• Identify and solve or report problems arising in the course of driving within the road transport industry • Recognise problems that may occur in the course driving within the road transport industry and take appropriate action to report or resolve the problems within limits of responsibility • Recognise hazards and risks in a range of on road and depot situations and take appropriate precautions.
Initiative and enterprise	• Respond appropriately to any changes in equipment, standard operating procedures and the working environment

TLI21209   Certificate II in Driving Operations (continued)

Planning and organising	• Follow and apply operational and emergency plans, systems and procedures
	• Comply with applicable road safety regulations and codes of practice
	• Follow and apply workplace security and safety management systems and safeworking requirements
	• Collect and interpret information needed in the course of driving within the road transport industry within limits of responsibility
	• Manage time within the job role of driving within the road transport industry.
Self management	• Interpret and apply applicable instructions and procedures
	• Follow work plans and schedules
	• Check own work performance.
Learning	• Participate in updating of own knowledge and skills required for driving activities, in response to any changes in the processes and equipment used in the road transport industry.
Technology	• Operate equipment and tools required as part of the job role of driving within the transport and logistics industry
	• Follow and apply operational and servicing instructions for equipment used as part of the job role of driving within the transport and logistics industry
	• Follow and apply the applicable safeworking requirements and OH&S procedures when as part of the job role of driving within the transport and logistics industry.

TLI21309 Certificate II in Rail Infrastructure

Please note RTO to insert specialisation on certificate

Qualification title:

Certificate II in Rail Infrastructure

Please note RTO to insert specialisation on certificate

Rationale:

This is a general qualification for a person engaged in basic operations within the rail infrastructure environment undertaking a range of tasks involving known routines and procedures, and taking some responsibility for the quality of work outcomes.

The Certificate II in Rail Infrastructure qualification is aligned to the following defined specialisation:

Rail infrastructure – Track Work

This includes, but is not limited to, the following job roles:

- Track worker
- Track installer
- Track maintainer

Rail Infrastructure – Structures

This includes, but is not limited to, the following job roles:

- Structures maintainer

Rail Infrastructure – Track Surfacing

This includes, but is not limited to, the following job roles:

- Plant operator
- Mobile plant operator
- Way gang driver

Requirements for completion of the qualification:

A successful assessment outcome for a total of **16 to 17 units** of competency (depending on the specialisation selected) comprising:

(a) the **8 core units** listed below

plus

(b) **all units** from the selected **specialisation** listed below

plus

(c) **2 elective units** which should be taken from **Elective units A** listed below, however **1** unit may be selected from **Elective units B** as listed below.

Where imported units are selected care must be taken to ensure that all pre-requisites specified are complied with.

TLI21309   Certificate II in Rail Infrastructure (continued)

Core units:

Field	Unit	
B Equipment Checking and Maintenance	TLIB2807B	Maintain and use hand tools
D Load Handling	TLID107C	Shift materials safely using manual handling methods
E Communication and Calculation	TLIE307C	Participate in basic workplace communications
F Safety Management	TLIF107C	Follow occupational health and safety procedures
	TLIF1007C	Apply fatigue management strategies
	TLIF6207A	Apply awareness of safeworking rules and regulations
	CPCCOHS1001A	Work safely in the construction industry
U Environment	TLIU809A	Apply environmental procedures to rail infrastructure

Select one specialisation from the following options:

Track Work
Structures
Track Surfacing

TLI21309   Certificate II in Rail Infrastructure

(Track Work)

Field	Unit	
B Equipment Checking and Maintenance	TLIB8509A	Apply track fundamentals
	TLIB9209A	Operate minor mechanical equipment
	TLIB10109A	Install and maintain rail joints
X Construction	TLIX2309A	Carry out track ballasting
	TLIX2409A	Install railway sleepers
	TLIX2509A	Install rail
	TLIX2709A	Install and repair rail fastening systems

TLI21309   Certificate II in Rail Infrastructure (continued)

TLI21309 Certificate II in Rail Infrastructure (Structures)		
Field	**Unit**	
B Equipment Checking and Maintenance	TLIB8409A	Carry out routine maintenance of structures
	TLIB8609A	Apply awareness of structures fundamentals
	TLIB9209A	Operate minor mechanical equipment
E Communication and Calculation	RIICCM201A	Carry out measurements and calculations
	RIICCM203A	Read and interpret plans and specifications
X Construction	TLIX2909A	Use chemical repair products

TLI21309 Certificate II in Rail Infrastructure (Track Surfacing)		
Field	**Unit**	
B Equipment Checking and Maintenance	TLIB107C equipm	Check and assess operational capabilities of ent
	TLIB8509A	Apply track fundamentals
	TLIB9109A	Measure and record track geometry
	TLIB9309A	Clean equipment and restore worksite
C Drive Vehicle	TLIC4109A	Operate self-propelled equipment on track
X Construction	TLIX2309A	Carry out track ballasting

TLI21309   Certificate II in Rail Infrastructure (continued)

Elective units A:

Field		Unit	
B	**Equipment Checking and Maintenance**	TLIB8109A	Repair timber structures
		TLIB8209A	Repair steel structures
		TLIB8309A	Maintain bridge bearings
		TLIB9109A	Measure and record track geometry
		TLIB9309A	Clean equipment and restore worksite
		TLIB9609A	Repair concrete/masonry structures
		TLIB9709A	Install and maintain guard rails
D	**Load Handling**	TLID207C	Shift a load using manually-operated equipment
E	**Communication and Calculation**	TLIE107C	Present routine workplace information
		TLIE707B	Use communication systems
		TLIE807C	Process workplace documentation
F	**Safety Management**	TLIF207C	Conduct housekeeping activities
		RIIOHS204A	Work safely at heights
G	**Teamwork**	TLIG107C	Work effectively with others
I	**Customer Service**	TLII207D	Apply customer service skills
J	**Quality**	TLIJ107C	Apply quality procedures
S	**Installation and Commissioning**	TLIS1309A	Install minor structures
		CPCCSF2004A	Place and fix reinforcement materials
W	**Carrying Out Operations on Equipment and Systems**	TLIW107B	Operate under track protection rules
		TLIW1209A	Grind rails
		CPCCPD3010A	Apply protective paint coating systems
		CPCCCM2007A	Use explosive power tools
		CPCCSF2003A	Cut and bend materials using oxy/LPG equipment
X	**Construction**	TLIX2009A	Install and maintain surface track drainage
		TLIX2109A	Install and replace transoms
		TLIX2609A	Install and repair temporary track supports
		TLIX2709A	Install and repair rail fastening systems
		TLIX2809A	Install and repair fences and gates
		CPCCCO2004A	Carry out concrete work
		RIICCM205A	Carry out manual excavation
		RIICCM207A	Spread and compact materials manually
		RIICCM208A	Carry out basic levelling

TLI21309   Certificate II in Rail Infrastructure (continued)

Elective units B:

Field		Unit	
B	**Equipment Checking and Maintenance**	TLIB3407B	Maintain poles and associated hardware
C	**Drive Vehicle**	RIIMPO319A	Conduct backhoe/loader operations
		RIIMPO320A	Conduct civil construction excavator operations
		RIIMPO321A	Conduct civil construction wheel loader operations
		RIIMPO322A	Conduct civil construction tracked front end loader operations
		RIIMPO318A	Conduct skid steer loader operations
F	**Safety Management**	RIIOHS205A	Control traffic with a stop-slow bat
		RIIOHS302A	Implement traffic management plan
S	**Installation and Commissioning**	TLIS407B	Install and maintain rail bonding systems
		CPCCCM2008A	Erect and dismantle restricted height scaffolding
		CPCCCA2003A	Erect and dismantle formwork for footings and slabs on ground
		CPCCSF2004A	Place and fix reinforcement materials
W	**Carrying Out Operations on Equipment and Systems**	CPCCCM3001A	Operate elevating work platform
X	**Construction**	TLIX1107B	Install overhead wiring structure
		TLIX1607B	Erect and mount structures and housings for signalling equipment

Employability Skills Summary for

TLI21309   Certificate II in Rail Infrastructure

Please note RTO to insert specialisation on certificate

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Use communication systems and procedures used in construction and/or maintenance of rail infrastructure • Read and follow relevant, instructions, manuals, notices and signs applicable to their role within the construction and/or maintenance of rail infrastructure • Speak clearly and directly on matters related to their role within the construction and/or maintenance of rail infrastructure • Complete documents as part of duties, including completion of relevant forms • Recognise and interpret non-verbal signs, signals and behaviour • Use relevant communication equipment.
Teamwork	• Participate in the resolution of any interpersonal conflicts that may arise during construction and/or maintenance of rail infrastructure • Avoid and prevent the harassment of others in the workplace • Collaborate with others in the course of construction and/or maintenance of rail infrastructure • Work with persons of different ages, gender, race, religion, political persuasion, etc.
Problem solving	• Identify and solve or report problems arising in the course of construction and/or maintenance of rail infrastructure • Recognise problems that may occur in the course of construction and/or maintenance of rail infrastructure and take appropriate action to report or resolve the problems within limits of responsibility • Recognise hazards and risks in a range of rail situations and take appropriate precautions
Initiative and enterprise	• Respond appropriately to any changes in equipment, standard operating procedures and the working environment

TLI21309   Certificate II in Rail Infrastructure (continued)

Planning and organising

- Follow and apply operational and emergency plans, systems and procedures

- Comply with applicable rail and safety regulations and codes of practice

- Follow and apply workplace security and safety management systems and safeworking requirements

- Collect and interpret information needed in the course of the construction and/or maintenance of rail infrastructure within limits of responsibility

- Manage time in the course of construction and/or maintenance of rail infrastructure

Self management

- Interpret and apply applicable instructions and procedures

- Follow work plans and schedules

- Check own work performance

Learning

- Participate in updating of own knowledge and skills required for rail activities, in response to any changes in the processes and equipment used in the construction and/or maintenance of rail infrastructure

Technology

- Operate equipment and tools required during the construction and/or maintenance of rail infrastructure

- Follow and apply operational and servicing instructions for equipment used during the construction and/or maintenance of rail infrastructure

- Follow and apply the applicable safeworking requirements and OH&S procedures when using rail equipment and facilities

Certificate III

TLI30107 Certificate III in Transport and Logistics (Warehousing and Storage)

Qualification title:

Certificate III in Transport and Logistics (Warehousing and Storage)

Rationale:

A general qualification for the Warehousing and Storage Industry. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 3.

Performance of a defined range of skilled operations, usually within a range of broader related activities involving known routines, methods and procedures, where some discretion and judgement is required in the selection of equipment, services or contingency measures and within known time constraints.

Requirements for completion of the qualification:

A successful assessment outcome for a total **21 units**, comprising:

(a)   at least **5 units** and up to **7 units** aligned at AQF 3 made up of:

• at least 3 units and up to 7 units from those listed below (aligned at AQF 3)

• up to 2 suitable units (aligned at AQF 3) drawn with appropriate contextualisation from; other Transport and Logistics Certificate III qualifications, other relevant endorsed Training Packages or Accredited Course

and

(b)   at least **7 units** and up to **9 units** at AQF 2 made up of:

• at least 5 units and up to 9 units from those listed for the Certificate II in Transport and Logistics (Warehousing and Storage) (aligned at AQF 2)

• up to 2 suitable units (aligned at AQF 2) drawn with appropriate contextualisation from: other Transport and Logistics Certificate II qualifications, other relevant endorsed Training Packages or Accredited Course

and

(c)   **7 units** aligned at AQF 1 made up of:

• at least 5 units and up to 7 units from those listed for the Certificate I in Transport and Logistics (Warehousing and Storage) (aligned at AQF 1)

• up to 2 suitable units (aligned at AQF 1) drawn with appropriate contextualisation from; other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling.

(Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

TLI30107 Certificate III in Transport and Logistics (Warehousing and Storage) (continued)

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Field	Unit	
A Handling Cargo/Stock	TLIA407C	Process receipt and delivery of containers and cargo
	TLIA1007C	Coordinate goods to bond premises
	TLIA1507C	Complete receival/despatch documentation
	TLIA1607C	Use inventory systems to organise stock control
	TLIA1707C operations	Apply product knowledge to organise work
	TLIA1807C	Organise despatch operations
	TLIA1907C	Organise receival operations
	TLIA2407C	Organise warehouse records operations
	TLIA2607C	Monitor storage facilities
	TLIA3807B	Control and order stock
	TLIA3907B	Receive and store stock
B Equipment Checking and Maintenance	TLIB207C	Test equipment and isolate faults
D Load Handling	TLID1107C	Conduct specialised forklift operations
	TLID1407C	Load and unload vehicles carrying special loads
	TLID1507D	Identify and label explosives and dangerous goods
	TLID2307C	Use specialised liquid bulk gas transfer equipment
	TLID2407C (gravity	Use specialised liquid bulk transfer equipment /pressurised)
	TLID2707D	Prepare for transport of dangerous goods
	TLID3107C	Rig load
	TLID3307C	Operate a vehicle-mounted loading crane
	TLID3507C	Operate a boom type elevating work platform
	TLID3607C includin	Lift and move load using mobile crane up to and g 20 tonnes
	TLID4007C	Control lift and movement of crane
	TLID4307B	Shift loads using gantry equipment
	TLID4407B	Shift loads using cranes

TLI30107 Certificate III in Transport and Logistics (Warehousing and Storage) (continued)

Field		Unit	
E	**Communication and Calculation**	TLIE207C	Estimate/calculate mass, area and quantify dimensions
		TLIE407C	Prepare workplace documents
		TLIE1207C	Consolidate manifest documentation
		TLIE1507C	Undertake rigger/dogger and driver communication
		TLIE1607C m	Estimate/calculate load shifting requirements for a obile crane
F	**Safety Management**	TLIF307C safety	Implement and monitor occupational health and procedures
		TLIF407C workplace	Organise occupational health and safety in the
		TLIF2207C hazardous	Implement and monitor procedures when warehousing/storing dangerous goods and/or substances
G	**Teamwork**	TLIG207C	Lead a work team or group
I	**Customer Service**	BSBCUS301A	Deliver and monitor a service to customers
J	**Quality**	TLIJ207C	Apply quality systems
		TLIJ507C	Sample, inspect and test products to specifications
		TLIJ607C	Implement grain protection procedures
L	**Resource Management**	TLIL207C	Undertake employee payroll activities
		TLIL307C	Conduct induction process
		BSBWOR301A	Organise personal work priorities and development
O	**Security**	TLIO407D explosives	Conduct control procedures for transferring and dangerous/hazardous/high risk goods
		TLIO1607B	Apply and monitor workplace security procedures
Q	**Financial Management**	TLIQ307C	Maintain financial records in a small business
T	**Records**	TLIT207C	Document a records system
		TLIT307C	Identify and classify records to be captured
		TLIT607C	Provide records retrieval service
		TLIT707C	Sentence records
		TLIT807C	Undertake disposal program
		TLIT907C	Undertake movement of records
		TLIT1007C	Destroy records
W	**Carrying Out Operations on Equipment and Systems**	TLIW607B equipm	Operate computerised mail and parcels sorting ent
		TLIW707B	Code and coordinate video-coding operations
		TLIW807B	Carry out culler facer canceller (CFC) operations

Employability Skills Summary for

TLI30107   Certificate III in Transport and Logistics (Warehousing and Storage)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Implement and monitor communication systems and procedures required for warehousing and storage operations • Read and interpret relevant regulations, instructions, signs and labels applicable to the supervision of warehousing and storage operations • Speak clearly and directly on matters related to warehousing and storage operations • Listen to and interpret verbal information related to warehousing and storage operations • Write documents as part of duties, including completion of relevant forms, timesheets, service logs and incident reports • Negotiate issues with others in the course of warehousing and storage operations • Recognise and interpret non-verbal signs, signals and behaviour • Use relevant communication equipment.
Teamwork	• Collaborate with others in the course of warehousing and storage operations • Provide leadership to other personnel in the warehousing and storage workplace • Motivate others in the workplace • Assist others in the workplace to achieve and maintain competence • Assist in the resolution of any interpersonal conflicts that may arise during warehousing and storage operations • Avoid and prevent the harassment of others in the workplace • Work with persons of different ages, gender, race, religion, political persuasion, etc.

TLI30107   Certificate III in Transport and Logistics (Warehousing and Storage) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report problems arising in the course of warehousing and storage operations
	• Monitor and anticipate problems that may occur in the course of warehousing and storage operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Identify and control hazards and risks in a range of warehousing and storage situations and take appropriate precautions
	• Use mathematics to solve various calculations related to warehousing and storage operations.
Initiative and enterprise	• Modify activities dependent on differing warehousing and storage situations and contingencies
	• Take appropriate initiatives in a range of operational situations such as those above
	• Respond appropriately to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Follow and apply operational and emergency plans, systems and procedures
	• Monitor systems and procedures for compliance with regulations and codes of practice
	• Implement the workplace security and safety management systems
	• Monitor and evaluate operational performance and compliance
	• Collect and interpret information needed in the course of warehousing and storage operations
	• Organise and plan own work activities
	• Manage time and priorities in the course of warehousing and storage operations.
Self management	• Interpret and apply regulations and instructions
	• Establish and follow own work plans and schedules
	• Evaluate own work performance.

TLI30107   Certificate III in Transport and Logistics (Warehousing and Storage) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Contribute to learning and assessment activities in the workplace
	• Assist others to adapt to any changes in workplace systems, equipment, procedures and the workplace operating environment
	• Assist in the instruction, coaching or mentoring of others in the workplace
	• Contribute to the assessment of the competence of others in the workplace
	• Assist in the creation of a learning environment in the warehouse and storage workplace
	• Adapt own competence in response to any changes in warehousing and storage operations
	• Update own knowledge and skills required for warehousing and storage activities.
Technology	• Use equipment and materials required during warehousing and storage operations
	• Follow and apply operational and servicing instructions for equipment used during warehousing and storage operations
	• Follow and apply OH&S procedures when using and servicing warehousing and storage equipment and facilities.

TLI30307 Certificate III in Transport and Logistics (Stevedoring)

Qualification title:

Certificate III in Transport and Logistics (Stevedoring)

Rationale:

A general qualification for the Stevedoring Industry. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 3.

Performance of a defined range of skilled operations, usually within a range of broader related activities involving known routines, methods and procedures, where some discretion and judgement is required in the selection of equipment, services or contingency measures and within known time constraints.

Requirements for completion of the qualification:

A successful assessment outcome for a total **21 units**, comprising:

(a)   at least **5 units** and up to **7 units** aligned at AQF 3 made up of:

• at least 3 units and up to 7 units from those listed below (aligned at AQF 3)

• up to 2 suitable units (aligned at AQF 3) drawn with appropriate contextualisation from; other Transport and Logistics Certificate III qualifications, other relevant endorsed Training Packages or Accredited Course

and

(b)   at least **7 units** and up to **9 units** at AQF 2 made up of:

• at least 5 units and up to 9 units those listed for the Certificate II in Transport and Logistics (Stevedoring) (aligned at AQF 2)

• up to 2 suitable units (aligned at AQF 2) drawn with appropriate contextualisation from other Transport and Logistics Certificate II qualifications, other relevant endorsed Training Packages or Accredited Course

and

(c)   **7 units** aligned at AQF 1 made up of:

• at least 5 units and up to 7 units from those listed for the Certificate I in Transport and Logistics (Stevedoring) (aligned at AQF 1)

• up to 2 suitable units (aligned at AQF 1) drawn with appropriate contextualisation from other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling. (Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

TLI30307 Certificate III in Transport and Logistics (Stevedoring) (continued)

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Field		Unit	
A	**Handling Cargo/Stock**	TLIA207C	Maintain container/cargo records
		TLIA407C	Process receipt and delivery of containers and cargo
		TLIA807C Transfer	cargo
		TLIA1007C Coordinate	goods to bond premises
		TLIA3807B	Control and order stock
		TLIA3907B	Receive and store stock
B	**Equipment Checking and Maintenance**	TLIB207C	Test equipment and isolate faults
		TLIB1107C	Set up and rig crane for lift
		TLIB1207C	Plan job and set up work areas
		TLIB1307C	Maintain mobile cranes
		TLIB1407C	Load and unload wheeled or tracked crane
		TLIB1507C	Undertake site inspection
		TLIB1607C	De-rig, pack and store tools and equipment
		TLIB1707C	Assemble and dismantle boom or jib
C	**Driving Vehicle**	TLIC407D	Drive heavy rigid vehicle
D	**Load Handling**	TLID1107C	Conduct specialised forklift operations
		TLID1407C	Load and unload vehicles carrying special loads
		TLID1507D	Identify and label explosives and dangerous goods
		TLID2307C	Use specialised liquid bulk gas transfer equipment
		TLID2407C (gravity	Use specialised liquid bulk transfer equipment /pressurised)
		TLID3107C Rig	load
		TLID3307C	Operate a vehicle-mounted loading crane
		TLID3507C	Operate a boom type elevating work platform
		TLID3607C includin	Lift and move load using mobile crane up to and g 20 tonnes
		TLID4007C	Control lift and movement of crane
		TLID4307B	Shift loads using gantry equipment
		TLID4407B	Shift loads using cranes
E	**Communication and Calculation**	TLIE207C Estim dimensions	ate/calculate mass, area and quantify
		TLIE407C	Prepare workplace documents
		TLIE1507C	Undertake rigger/dogger and driver communication
		TLIE1607C m	Estimate/calculate load shifting requirements for a obile crane

TLI30307   Certificate III in Transport and Logistics (Stevedoring) (continued)

Field		Unit	
F	**Safety Management**	TLIF307C	Implement and monitor occupational health and safety procedures
		TLIF407C	Organise occupational health and safety procedures in the workplace
G	**Teamwork**	TLIG207C	Lead a work team or group
I	**Customer Service**	BSBCUS301A	Deliver and monitor a service to customers
J	**Quality**	TLIJ207C	Apply quality systems
L	**Resource Management**	TLIL207C	Undertake employee payroll activities
		TLIL307C	Conduct induction process
		BSBWOR301A	Organise personal work priorities and development
O	**Security**	TLIO1607B	Apply and monitor workplace security procedures

Employability Skills Summary for

TLI30307   Certificate III in Transport and Logistics (Stevedoring)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Implement and monitor communication systems and procedures required for stevedoring operations • Read and interpret relevant regulations, instructions, signs and labels applicable to the supervision of stevedoring operations • Speak clearly and directly on matters related to stevedoring operations • Listen to and interpret verbal information related to stevedoring operations • Write documents as part of duties, including completion of relevant forms, timesheets, service logs and incident reports • Negotiate issues with others in the course of stevedoring operations • Recognise and interpret non-verbal signs, signals and behaviour • Use relevant communication equipment.
Teamwork	• Collaborate with others in the course of stevedoring operations • Provide leadership to other personnel in the stevedoring workplace • Motivate others in the workplace • Assist others in the workplace to achieve and maintain competence • Assist in the resolution of any interpersonal conflicts that may arise during stevedoring operations • Avoid and prevent the harassment of others in the workplace • Work with persons of different ages, gender, race, religion, political persuasion, etc.

TLI30307   Certificate III in Transport and Logistics (Stevedoring) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report problems arising in the course of stevedoring operations
	• Monitor and anticipate problems that may occur in the course of stevedoring operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Identify and control hazards and risks in a range of stevedoring situations and take appropriate precautions
	• Use mathematics to solve various calculations related to stevedoring operations.
Initiative and enterprise	• Modify activities dependent on differing stevedoring situations and contingencies
	• Take appropriate initiatives in a range of operational situations such as those above
	• Respond appropriately to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Follow and apply operational and emergency plans, systems and procedures
	• Monitor systems and procedures for compliance with regulations and codes of practice
	• Implement the workplace security and safety management systems
	• Monitor and evaluate operational performance and compliance
	• Collect and interpret information needed in the course of stevedoring operations
	• Organise and plan own work activities
	• Manage time and priorities in the course of stevedoring operations.
Self management	• Interpret and apply relevant regulations and instructions
	• Establish and follow own work plans and schedules
	• Evaluate own work performance.

TLI30307   Certificate III in Transport and Logistics (Stevedoring) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Contribute to learning and assessment activities in the workplace
	• Assist others to adapt to any changes in workplace systems, equipment, procedures and the workplace operating environment
	• Assist in the instruction, coaching or mentoring of others in the workplace
	• Contribute to the assessment of the competence of others in the workplace
	• Assist in the creation of a learning environment in the stevedoring workplace
	• Adapt own competence in response to any changes in stevedoring operations
	• Update own knowledge and skills required for stevedoring activities.
Technology	• Use equipment and materials required during stevedoring operations
	• Follow and apply operational and servicing instructions for equipment used during stevedoring operations
	• Follow and apply OH&S procedures when using and servicing stevedoring equipment and facilities.

TLI30407 Certificate III in Transport and Logistics (Rail Operations)

Qualification title:

Certificate III in Transport and Logistics (Rail Operations)

Rationale:

A general qualification for the Operations Sector of the Rail Industry. Successful completion will require competency in units that relate to work defined as aligned AQF Level 3.

Performance of a defined range of skilled operations, usually within a range of broader related activities involving known routines, methods and procedures, where some discretion and judgement is required in the selection of equipment, services or contingency measures and within known time constraints.

Requirements for completion of the qualification:

A successful assessment outcome for a total **21 units**, comprising:

(a)   at least **5 units** and up to **7 units** aligned at AQF 3 made up of:

- at least 3 units and up to 7 units from those listed below (aligned at AQF 3)
- up to 2 suitable units (aligned at AQF 3) drawn with appropriate contextualisation from; other Transport and Logistics Certificate III qualifications, other relevant endorsed Training Packages or Accredited Course

and

(b)   at least **7 units** and up to **9 units** at AQF 2 made up of:

- at least 5 units and up to 9 units from those listed for the Certificate II in Transport and Logistics (Rail Operations) (aligned at AQF 2)
- up to 2 suitable units (aligned at AQF 2) drawn with appropriate contextualisation from; other Transport and Logistics Certificate II qualifications, other relevant endorsed Training Packages or Accredited Course

and

(c)   **7 units** aligned at AQF 1 made up of:

- at least 5 units and up to 7 units from those listed for the Certificate I in Transport and Logistics (Rail Operations) (aligned at AQF 1)
- up to 2 suitable units (aligned at AQF 1) drawn with appropriate contextualisation from; other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling. (Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

TLI30407 Certificate III in Transport and Logistics (Rail Operations) (continued)

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Field	Unit	
A Handling Cargo/Stock	TLIA207C	Maintain container/cargo records
	TLIA407C	Process receipt and delivery of containers and cargo
	TLIA807C Transfer	cargo
	TLIA1707C operations	Apply product knowledge to organise work
	TLIA3807B	Control and order stock
	TLIA3907B	Receive and store stock
B Equipment Checking and Maintenance	TLIB207C	Test equipment and isolate faults
	TLIB1807B	Conduct full train examination
	TLIB1907B	Test train braking system
	TLIB2007B	Visually inspect stationary train
	TLIB2107B	Conduct train roll-by inspection
	TLIB2607B	Prepare for train operation
	TLIB2707B	Set up and shut down on-train remote control system
	TLIB7507A	Inspect and prepare a motive power unit
C Driving Vehicle	TLIC1107C	Transport passengers with disabilities
	TLIC1707B	Shunt rolling stock
	TLIC1807B	Operate on-train remote control system
	TLIC2707A	Stable a motive power unit
	TLIC2807A	Operate and monitor a heritage motive power unit
	TLIC2907A	Stable a heritage motive power unit
	TLIC3007A	Operate and monitor a heritage steam locomotive
	TLIC3107A	Stable a heritage steam locomotive

TLI30407 Certificate III in Transport and Logistics (Rail Operations) (continued)

Field	Unit	
D Load Handling	TLID1107C	Conduct specialised forklift operations
	TLID1507D	Identify and label explosives and dangerous goods
	TLID2307C	Use specialised liquid bulk gas transfer equipment
	TLID2407C (gravity	Use specialised liquid bulk transfer equipment /pressurised)
	TLID3107C	Rig load
	TLID3307C	Operate a vehicle-mounted loading crane
	TLID3507C	Operate a boom type elevating work platform
	TLID3607C includin	Lift and move load using mobile crane up to and g 20 tonnes
	TLID4007C	Control lift and movement of crane
	TLID4307B	Shift loads using gantry equipment
	TLID4407B	Shift loads using cranes
E Communication and Calculation	TLIE207C Estim dimensions	ate/calculate mass, area and quantify
	TLIE407C	Prepare workplace documents
	TLIE1207C	Consolidate manifest documentation
	TLIE1507C	Undertake rigger/dogger and driver communication
	TLIE1607C m	Estimate/calculate load shifting requirements for a obile crane
	TLIE1807B	Maintain freight records
	TLIE1907B	Work with travel agencies and sales outlets
F Safety Management	TLIF307C safety	Implement and monitor occupational health and procedures
	TLIF1307C	Coordinate breakdowns and emergencies
	TLIF5807B functions	Apply safeworking rules and regulations to rail
	TLIF6007A	Control traffic as a pilot vehicle operator
	TLIF6307A management	Administer the implementation of fatigue strategies
G Teamwork	TLIG207C	Lead a work team or group
I Customer Service	TLII307C	Provide customer service in transport vehicles/vessels
	TLII707E	Provide freight forwarding information to customers
	TLII907C	Provide on-board services to customers
	TLII1007A	Provide travel information to customers
	BSBCUS301A	Deliver and monitor a service to customers
J Quality	TLIJ207C	Apply quality systems

TLI30407 Certificate III in Transport and Logistics (Rail Operations) (continued)

Field	Unit	
L Resource Management	TLIL207C	Undertake employee payroll activities
	TLIL307C	Conduct induction process
	TLIL3507B Allocate	motive power
	TLIL3907B	Assist with train operations
	TLIL4507B	Organise services for special events
	TLIL5207A	Plan urban passenger train consists
	TLIL5307A	Plan rural passenger train consists
	TLIL5407A	Plan freight train consists
	BSBWOR301A	Organise personal work priorities and development
O Security	TLIO1207C	Manage disruptive and/or unlawful behaviour
	TLIO1507B	Maintain security of railway property and revenue
	TLIO1607B	Apply and monitor workplace security procedures
	TLIO1907A Apprehend	offenders
Q Financial Management	TLIQ407C	Organise freight invoicing and payment
	TLIQ1307B	Advise on and construct fares for customers

Employability Skills Summary for

TLI30407   Certificate III in Transport and Logistics (Rail Operations)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Implement and monitor communication systems and procedures required for rail operations • Read and interpret relevant regulations, instructions, signs and labels applicable to the supervision of rail operations • Speak clearly and directly on matters related to rail operations • Listen to and interpret verbal information related to rail operations • Write documents as part of duties, including completion of relevant forms, timesheets, service logs and incident reports • Negotiate issues with others in the course of rail operations • Recognise and interpret non-verbal signs, signals and behaviour • Use relevant communication equipment.
Teamwork	• Collaborate with others in the course of rail operations • Provide leadership to other personnel in the rail workplace • Motivate others in the rail workplace • Assist others in the workplace to achieve and maintain competence • Assist in the resolution of any interpersonal conflicts that may arise during rail operations • Avoid and prevent the harassment of others in the workplace • Work with persons of different ages, gender, race, religion, political persuasion, etc.

TLI30407   Certificate III in Transport and Logistics (Rail Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report problems arising in the course of rail operations
	• Monitor and anticipate problems that may occur in the course of rail operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Identify and control hazards and risks in a range of rail situations and take appropriate precautions
	• Use mathematics to solve various calculations related to rail operations.
Initiative and enterprise	• Modify activities dependent on differing rail situations and contingencies
	• Take appropriate initiatives in a range of operational situations such as those above
	• Respond appropriately to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Follow and apply operational and emergency plans, systems and procedures
	• Monitor systems and procedures for compliance with regulations and codes of practice
	• Implement the workplace security and safety management systems
	• Monitor and evaluate operational performance and compliance
	• Collect and interpret information needed in the course of rail operations
	• Organise and plan own work activities
	• Manage time and priorities in the course of rail operations.
Self management	• Interpret and apply regulations and instructions
	• Establish and follow own work plans and schedules
	• Evaluate own work performance.

TLI30407   Certificate III in Transport and Logistics (Rail Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Contribute to learning and assessment activities in the workplace
	• Assist others to adapt to any changes in workplace systems, equipment, procedures and the workplace operating environment
	• Assist in the instruction, coaching or mentoring of others in the workplace
	• Contribute to the assessment of the competence of others in the workplace
	• Assist in the creation of a learning environment in the rail industry workplace
	• Adapt own competence in response to any changes in the processes and equipment used in rail operations
	• Update own knowledge and skills required for rail operations.
Technology	• Use equipment and materials required during rail operations
	• Follow and apply operational and servicing instructions for equipment used during rail operations
	• Follow and apply OH&S procedures when using and servicing rail equipment and facilities.

TLI30707 Certificate III in Transport and Logistics (Rail Infrastructure)

Qualification title:

Certificate III in Transport and Logistics (Rail Infrastructure)

Rationale:

A general qualification for the Infrastructure Sector of the Rail Industry. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 3.

Performance of a defined range of skilled operations, usually within a range of broader related activities involving known routines, methods and procedures, where some discretion and judgement is required in the selection of equipment, services or contingency measures and within known time constraints.

Entry Requirements:

Successful completion of TLI21309 Certificate II in Rail Infrastructure

Requirements for completion of the qualification:

A successful assessment outcome for at least **5 units** and up to **7 units** aligned at AQF 3 made up of:

- at least 3 units and up to 7 units from those listed below (aligned at AQF 3) plus
- up to 2 suitable units (aligned at AQF 3) drawn with appropriate contextualisation from; other Transport and Logistics Certificate III qualifications, other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling. (Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

TLI30707 Certificate III in Transport and Logistics (Rail Infrastructure)

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Field	Unit	
A Handling Cargo/Stock	TLIA3807B	Control and order stock
	TLIA3907B	Receive and store stock
B Equipment Checking and Maintenance	TLIB207C	Test equipment and isolate faults
	TLIB4007B	Inspect poles and associated hardware
	TLIB4607B and	Service and clean mechanical signalling equipment infrastructure
	TLIB4707B and	Repair and adjust mechanical signalling equipment infrastructure
	TLIB4807B mechanic	Carry out off-site repair, overhaul and assembly of al signalling equipment
	TLIB5307B interlocking	Maintain mechanical signalling locking and devices
	TLIB5807B cables	Maintain aerial signal/telecommunications lines and
	TLIB9409A	Check and repair track geometry
	TLIB9909A	Examine track infrastructure
	TLIB10009A	Visually inspect track infrastructure
	TLIB10209A Adjust rail	
C Driving Vehicle	TLIC407D	Drive heavy rigid vehicle
D Load Handling	TLID1107C	Conduct specialised forklift operations
	TLID1407C	Load and unload vehicles carrying special loads
	TLID1507D	Identify and label explosives and dangerous goods
	TLID3107C Rig load	
	TLID3307C	Operate a vehicle-mounted loading crane
	TLID3507C	Operate a boom type elevating work platform
	TLID3607C includin	Lift and move load using mobile crane up to and g 20 tonnes
	TLID4007C	Control lift and movement of crane
	TLID4307B	Shift loads using gantry equipment
	TLID4407B	Shift loads using cranes
E Communication and Calculation	TLIE207C Estim dimensions	ate/calculate mass, area and quantify
	TLIE407C	Prepare workplace documents
	TLIE1507C	Undertake rigger/dogger and driver communication
F Safety Management	TLIF307C safety	Implement and monitor occupational health and procedures
	TLIF1307C	Coordinate breakdowns and emergencies
	TLIF5807B functions	Apply safeworking rules and regulations to rail
G Teamwork	TLIG207C	Lead a work team or group
I Customer Service	BSBCUS301A	Deliver and monitor a service to customers

TLI30707 Certificate III in Transport and Logistics (Rail Infrastructure) (continued)

J	**Quality**	TLIJ207C	Apply quality systems
L	**Resource Management**	TLIL207C	Undertake employee payroll activities
		TLIL307C	Conduct induction process
		BSBWOR301A developm	Organise personal work priorities and ent
O	**Security**	TLIO1507B	Maintain security of railway property and revenue
		TLIO1607B	Apply and monitor workplace security procedures
S	**Installation and Commissioning**	TLIS507B	Install mechanical infrastructure for signalling
		TLIS907B devices	Install mechanical signalling locking and interlocking
		TLIS1009A	Test rail using ultrasonic equipment
		TLIS1109A	Test rail using non-destructive testing equipment
W	**Carrying Out Operations on Equipment and Systems**	TLIW507B	Perform direct burial of cables
		TLIW1409A	Weld rail using electric welding process
		TLIW1509A	Weld rail using aluminothermic welding process
		TLIW1609A	Weld rail using flashbutt welding process
X	**Construction**	TLIX1607B signalling	Erect and mount structures and housings for equipment
		TLIX1809A	Implement ballast unloading
		TLIX1909A Im	plement track maintenance and construction
		TLIX2209A Im minor	plement structures maintenance and installation of structures
		TLIX3009A	Install and repair rail earthworks

Employability Skills Summary for

TLI30707   Certificate III in Transport and Logistics (Rail Infrastructure)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Implement and monitor communication systems and procedures required for construction and maintenance operations on rail infrastructure
	• Read and interpret relevant regulations, instructions, signs and labels applicable to the supervision of construction and maintenance operations on rail infrastructure
	• Speak clearly and directly on matters related to construction and maintenance operations on rail infrastructure
	• Listen to and interpret verbal information related to construction and maintenance operations on rail infrastructure
	• Write basic documents as part of duties, including completion of relevant forms, timesheets, service logs and incident reports
	• Negotiate issues with others in the course of construction and maintenance operations on rail infrastructure
	• Recognise and interpret non-verbal signs, signals and behaviour
	• Use relevant communication equipment.
Teamwork	• Collaborate with others in the course of construction and maintenance operations on rail infrastructure
	• Provide leadership to other personnel in the rail industry workplace
	• Motivate others in the workplace
	• Assist others in the workplace to achieve and maintain competence
	• Assist in the resolution of any interpersonal conflicts that may arise during construction and maintenance operations on rail infrastructure
	• Avoid and prevent the harassment of others in the workplace
	• Work with persons of different ages, gender, race, religion, political persuasion, etc.

TLI30707   Certificate III in Transport and Logistics (Rail Infrastructure) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report problems arising in the course of construction and maintenance operations on rail infrastructure • Monitor and anticipate problems that may occur in the course of construction and maintenance operations on rail infrastructure including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility • Identify and control hazards and risks in a range of rail infrastructure situations and take appropriate precautions • Use mathematics to solve various calculations related to construction and maintenance operations on rail infrastructure.
Initiative and enterprise	• Modify activities dependent on differing rail infrastructure situations and contingencies • Take appropriate initiatives in a range of operational situations such as those above • Respond appropriately to any changes in equipment, standard operating procedures and the working environment
Planning and organising	• Follow and apply operational and emergency plans, systems and procedures • Monitor systems and procedures for compliance with regulations and codes of practice • Implement the workplace security and safety management systems • Monitor and evaluate operational performance and compliance • Collect and interpret information needed in the course of construction and maintenance operations on rail infrastructure • Organise and plan own work activities • Manage time and priorities in the course of construction and maintenance operations on rail infrastructure.
Self management	• Interpret and apply regulations and instructions • Establish and follow own work plans and schedules • Evaluate own work performance.

TLI30707   Certificate III in Transport and Logistics (Rail Infrastructure)
(continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	1. Contribute to learning and assessment activities in the workplace
	2. Assist others to adapt to any changes in workplace systems, equipment, procedures and the workplace operating environment
	3. Assist in the instruction, coaching or mentoring of others in the workplace
	4. Contribute to the assessment of the competence of others in the workplace
	5. Assist in the creation of a learning environment in the rail infrastructure workplace
	6. Adapt own competence in response to any changes in construction and maintenance operations on rail infrastructure
	7. Update own knowledge and skills required for rail infrastructure construction and maintenance activities.
Technology	8. Use equipment and materials required during construction and maintenance operations on rail infrastructure
	9. Follow and apply operational and servicing instructions for equipment used during construction and maintenance operations on rail infrastructure
	10. Follow and apply OH&S procedures when using and servicing rail infrastructure equipment and facilities.

TLI30907 Certificate III in Transport and Logistics (Mobile Cranes Operations)

Qualification title:

Certificate III in Transport and Logistics (Mobile Cranes Operations)

Rationale:

A general qualification for the Mobile Crane Operations sector of the Road Transport Industry. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 3.

Performance of a defined range of skilled operations, usually within a range of broader related activities involving known routines, methods and procedures, where some discretion and judgement is required in the selection of equipment, services or contingency measures and within known time constraints.

Requirements for completion of the qualification:

A successful assessment outcome for a total **21 units**, comprising:

(a)   the **17 compulsory** units bolded below

and

(b)   **4 other units** made up of:

- at least 2 units and up to 4 units from the remaining units listed below[Note]
- up to 2 suitable units (aligned at AQF Levels 3, 2 or 1) drawn with appropriate contextualisation from; other Transport and Logistics Certificate III qualifications, other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling. (Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

TLI30907 Certificate III in Transport and Logistics (Mobile Cranes Operations) (continued)

Field		Unit	
B	**Equipment Checking and Maintenance**	**TLIB107C**	**Check and assess operational capabilities of equipment**
		TLIB1107C	**Set up and rig crane for lift**
		TLIB1207C	**Plan job and set up work areas**
		TLIB1307C	**Maintain mobile cranes**
		TLIB1407C	Load and unload wheeled or tracked crane
		TLIB1507C	Undertake site inspection
		TLIB1607C	**De-rig, pack and store tools and equipment**
		TLIB1707C	**Assemble and dismantle boom or jib**
C	**Driving Vehicle**	**TLIC407D**	**Drive heavy rigid vehicle**
		TLIC507D	Drive heavy combination vehicle
		TLIC1007C	Pilot or escort oversize and/or overmassed loads
D	**Load Handling**	TLID107C	Shift materials safely using manual handling methods
		TLID1007C	Operate a forklift
		TLID1307C	Move materials mechanically using automated equipment
		TLID3107C	**Rig load**
		TLID3307C	Operate a vehicle-mounted loading crane
		TLID3407C	Operate a mobile crane up to and including 20 tonnes on a demolition site
		TLID3507C	Operate a boom type elevating work platform
		TLID3607C	**Lift and move load using mobile crane up to and including 20 tonnes**
		TLID4007C	**Control lift and movement of crane**
E	**Communication and Calculation**	TLIE807C	Process workplace documentation
		TLIE907C	Use pilot and escort communication
		TLIE1507C	**Undertake rigger/dogger and driver communication**
		TLIE1607C	**Estimate/calculate load shifting requirements for a mobile crane**
F	**Safety Management**	**TLIF107C**	**Follow occupational health and safety procedures**
		TLIF207C	**Conduct housekeeping activities**
		TLIF607C	**Apply accident-emergency procedures**
		TLIF6307A	Administer the implementation of fatigue management strategies
G	**Teamwork**	**TLIG107C**	**Work effectively with others**
I	**Customer Service**	**TLII207D**	**Apply customer service skills**
J	**Quality**	TLIJ107C	Apply quality procedures
K	**Computers and Technology**	TLIK107C	Use infotechnology devices and computer applications in the workplace

TLI30907 Certificate III in Transport and Logistics (Mobile Cranes Operations) (continued)

Field	Unit	
L Resource Management	TLIL107C	Complete workplace orientation/induction procedures

Note: This list of units contains units elsewhere packaged within TLI Certificate I and II qualifications. The units have been included in the list as they are often needed within the occupational profiles of persons required to carry out mobile crane operations. The compulsory core of 17 units within the packaging rules for this qualification ensures that the required combination of units nominally aligned at AQF level 3 is achieved.

Employability Skills Summary for

TLI30907   Certificate III in Transport and Logistics (Mobile Cranes Operations)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	- Implement and monitor communication systems and procedures required for mobile cranes operations - Read and interpret relevant regulations, instructions, signs and labels applicable to the supervision of mobile cranes operations - Speak clearly and directly on matters related to mobile cranes operations - Listen to and interpret verbal information related to mobile cranes operations - Write documents as part of duties, including completion of relevant forms, timesheets, service logs and incident reports - Negotiate issues with others in the course of mobile cranes operations - Recognise and interpret non-verbal signs, signals and behaviour - Use relevant communication equipment.
Teamwork	- Collaborate with others in the course of mobile cranes operations - Provide leadership to other personnel in the mobile cranes workplace - Motivate others in the workplace - Assist others in the workplace to achieve and maintain competence - Assist in the resolution of any interpersonal conflicts that may arise during mobile cranes operations - Avoid and prevent the harassment of others in the workplace - Work with persons of different ages, gender, race, religion, political persuasion, etc.

TLI30907   Certificate III in Transport and Logistics (Mobile Cranes Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	- Identify and solve or report problems arising in the course of mobile cranes operations - Monitor and anticipate problems that may occur in the course of mobile cranes operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility - Identify and control hazards and risks in a range of mobile cranes operational situations and take appropriate precautions - Use mathematics to solve various calculations related to mobile cranes operations.
Initiative and enterprise	- Modify activities dependent on differing mobile cranes operational situations and contingencies - Take appropriate initiatives in a range of operational situations such as those above - Respond appropriately to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	- Follow and apply operational and emergency plans, systems and procedures - Monitor systems and procedures for compliance with regulations and codes of practice - Implement the workplace security and safety management systems - Monitor and evaluate operational performance and compliance - Collect and interpret information needed in the course of mobile cranes operations - Organise and plan own work activities - Manage time and priorities in the course of mobile cranes operations.
Self management	- Interpret and apply regulations and instructions - Establish and follow own work plans and schedules - Evaluate own work performance.

TLI30907   Certificate III in Transport and Logistics (Mobile Cranes Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Contribute to learning and assessment activities in the workplace
	• Assist others to adapt to any changes in workplace systems, equipment, procedures and the workplace operating environment
	• Assist in the instruction, coaching or mentoring of others in the workplace
	• Contribute to the assessment of the competence of others in the workplace
	• Assist in the creation of a learning environment in the workplace
	• Adapt own competence in response to any changes in mobile cranes operations
	• Update own knowledge and skills required for mobile cranes activities.
Technology	• Use equipment and materials required during mobile cranes operations
	• Follow and apply operational and servicing instructions for equipment used during mobile cranes operations
	• Follow and apply OH&S procedures when using and servicing mobile cranes and associated equipment.

TLI31107 Certificate III in Transport and Logistics (Logistics Operations)

Qualification title:

Certificate III in Transport and Logistics (Logistics Operations)

Rationale:

A Logistics Operations qualification for the Road and Rail Transport, Warehousing, Storage, Stevedoring and allied Industries. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 3.

Performance of a defined range of skilled operations, usually within a range of broader related activities involving known routines, methods and procedures, where some discretion and judgement is required in the selection of equipment, services or contingency measures and within known time constraints.

Requirements for completion of the qualification:

A successful assessment outcome for a total **21 units**, comprising:

(a)   at least **5 units** and up to **7 units** aligned at AQF 3 made up of:

- at least 3 units and up to 7 units from those listed below (aligned at AQF 3)
- up to 2 suitable units (aligned at AQF 3) drawn with appropriate contextualisation from; other Transport and Logistics Certificate III qualifications, other relevant endorsed Training Packages or Accredited Course

and

(b)   at least **7 units** and up to **9 units** at AQF 2 made up of:

- at least 5 units and up to 9 units from those listed for the Certificate II in Transport and Logistics (Logistics Operations) (aligned at AQF 2)
- up to 2 suitable units (aligned at AQF 2) drawn with appropriate contextualisation from; other Transport and Logistics Certificate II qualifications, other relevant endorsed Training Packages or Accredited Course

and

(c)   **7 units** aligned at AQF 1 made up of:

- at least 5 units and up to 7 units from those listed for the Certificate I in Transport and Logistics (Logistics Operations) (aligned at AQF 1)
- up to 2 suitable units (aligned at AQF 1) drawn with appropriate contextualisation from; other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling. (Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to

TLI31107 Certificate III in Transport and Logistics (Logistics Operations) (continued)

package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Field		Unit	
A	**Handling Cargo/Stock**	TLIA207C	Maintain container/cargo records
		TLIA1007C	Coordinate goods to bond premises
		TLIA1507C	Complete receival/despatch documentation
		TLIA1607C	Use inventory systems to organise stock control
		TLIA1707C	Apply product knowledge to organise work operations
		TLIA1807C	Organise despatch operations
		TLIA1907C	Organise receival operations
		TLIA2307C	Coordinate stocktakes
		TLIA2407C	Organise warehouse records operations
		TLIA3807B	Control and order stock
		TLIA3907B	Receive and store stock
		TLIA5007C	Apply GST legislation as part of customs broking activities
		TLIA5307C	Carry out customs valuation
		TLIA5407C	Classify commodities for the import and export of goods through customs
B	**Equipment Checking and Maintenance**	TLIB207C	Test equipment and isolate faults
E	**Communication and Calculation**	TLIE207C	Estimate/calculate mass, area and quantify dimensions
		TLIE407C	Prepare workplace documents
		TLIE1007C	Estimate furniture removal jobs
		TLIE1207C	Consolidate manifest documentation
		TLIE1807B	Maintain freight records
F	**Safety Management**	TLIF307C	Implement and monitor occupational health and safety procedures
G	**Teamwork**	TLIG207C	Lead a work team or group
H	**Route Planning and Navigation**	TLIH407B	Identify major roads, services and attractions
I	**Customer Service**	TLII707E	Provide freight forwarding information to customers
		BSBCUS301A	Deliver and monitor a service to customers
J	**Quality**	TLIJ207C	Apply quality systems
L	**Resource Management**	TLIL207C	Undertake employee payroll activities
		TLIL307C	Conduct induction process
		BSBWOR301A	Organise personal work priorities and development

TLI31107 Certificate III in Transport and Logistics (Logistics Operations) (continued)

Field	Unit	
O Security	TLIO707C	Undertake emergency response action to a security threat
	TLIO1607B	Apply and monitor workplace security procedures
Q Financial Management	TLIQ307C	Maintain financial records in a small business
	TLIQ407C	Organise freight invoicing and payment
T Records	TLIT207C	Document a records system
	TLIT307C	Identify and classify records to be captured
	TLIT607C	Provide records retrieval service
	TLIT707C	Sentence records
	TLIT807C	Undertake disposal program
	TLIT907C	Undertake movement of records
	TLIT1007C	Destroy records

Employability Skills Summary for

TLI31107 Certificate III in Transport and Logistics (Logistics Operations)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Implement and monitor communication systems and procedures required for administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Read and interpret relevant regulations, instructions, signs and labels applicable to the supervision of administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Speak clearly and directly on matters related to administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Listen to and interpret verbal information related to administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Write basic documents as part of duties, including completion of relevant forms, timesheets, service logs and incident reports
	• Negotiate issues with others in the course of administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Recognise and interpret non-verbal signs, signals and behaviour
	• Use relevant communication equipment.

TLI31107   Certificate III in Transport and Logistics (Logistics Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Teamwork	• Collaborate with others in the course of administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Provide leadership to other personnel in the workplace
	• Motivate others in the workplace
	• Assist others in the workplace to achieve and maintain competence
	• Assist in the resolution of any interpersonal conflicts that may arise during administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Avoid and prevent the harassment of others in the workplace
	• Work with persons of different ages, gender, race, religion, political persuasion, etc.
Problem solving	• Identify and solve or report problems arising in the course of administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Monitor and anticipate problems that may occur in the course of administrative activities involved in transport, logistics, freight forwarding and customs broking including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Identify and control hazards and risks in a range of administrative activities involved in transport, logistics, freight forwarding and customs broking and take appropriate precautions
	• Use mathematics to solve various calculations related to administrative activities involved in transport, logistics, freight forwarding and customs broking.
Initiative and enterprise	• Modify activities dependent on differing warehousing and storage situations and contingencies
	• Take appropriate initiatives in a range of operational situations such as those above
	• Respond appropriately to any changes in equipment, standard operating procedures and the working environment.

TLI31107   Certificate III in Transport and Logistics (Logistics Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Planning and organising	- Follow and apply operational and emergency plans, systems and procedures - Monitor systems and procedures for compliance with regulations and codes of practice - Implement the workplace security and safety management systems - Monitor and evaluate operational performance and compliance - Collect and interpret information needed in the course of administrative activities involved in transport, logistics, freight forwarding and customs broking - Organise and plan own work activities - Manage time and priorities in the course of administrative activities involved in transport, logistics, freight forwarding and customs broking.
Self management	- Interpret and apply regulations and instructions - Establish and follow own work plans and schedules - Evaluate own work performance.
Learning	- Contribute to learning and assessment activities in the workplace - Assist others to adapt to any changes in workplace systems, equipment, procedures and the workplace operating environment - Assist in the instruction, coaching or mentoring of others in the workplace - Contribute to the assessment of the competence of others in the workplace - Assist in the creation of a learning environment in the workplace - Adapt own competence in response to any changes in administrative activities involved in transport, logistics, freight forwarding and customs broking - Update own knowledge and skills required for administrative activities involved in transport, logistics, freight forwarding and customs broking.

TLI31107   Certificate III in Transport and Logistics (Logistics Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Technology	• Use equipment and materials required during administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Follow and apply operational and servicing instructions for equipment used during administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Follow and apply OH&S procedures when using and servicing office equipment and facilities.

TLI31209 Certificate III in Driving Operations

Please note RTO insert specialisation (job role) on certificate

Qualification title:

Certificate III in Driving Operations

Please note RTO insert specialisation (job role) on certificate

Rationale:

This qualification is designed for driving operation job roles within the transport and distribution industry. Successful completion of the qualification will require competence in units of competency that relate to the job role requirements defined as aligned at AQF Level III. Successful completion of the licensing units within the qualification must align with licensing and regulatory requirements applicable to driving and state/territory regulatory requirements.

The Certificate III in Driving Operations qualification is aligned to, but not limited to, the following job roles:

Driving Operations – Line haul

Driving Operations – Local heavy general freight

Driving Operations – Interstate

Where imported units are selected care must be taken to ensure that all pre-requisites specified are complied with.

Requirements for completion of the qualification:

A successful assessment outcome for a total of **18 to 20 units** of competency (depending on the specialisation) comprising:

(a)   the **6 core units**, listed below

plus

(b)   at least **one licensing or industry unit** relevant to the vehicle type applicable to the job role**,** listed below

plus

(c)   **all units** within **one** of the selected **specialisations (job roles)**, as listed below

plus

(d)   **6 elective units** which may be taken from the elective units listed below, or may include up to **3 units** drawn with appropriate contextualisation from this Training Package, and/or from Certificate III qualifications in other relevant nationally endorsed Training Packages or Accredited Course.

TLI31209 Certificate III in Driving Operations (continued)

Core units for all job roles:

Field		Unit	
D	**Load Handling**	TLID107C methods	Shift materials safely using manual handling
E	**Communication and Calculation**	TLIE507C	Carry out basic workplace calculations
F	**Safety Management**	TLIF107C	Follow occupational health and safety procedures
		TLIF1007C	Apply fatigue management strategies
H	**Route Planning and Navigation**	TLIH107D routes	Interpret road maps and navigate pre-determined
L	**Resource Management**	TLIL107C procedures	Complete workplace orientation/induction

Select one unit from the following units applicable to job role and relevant vehicle type:

Field		Unit	
C	**Driving Vehicle**	TLIC107C Drive	vehicle
LIC	**Licensing Units**	TLILIC1409A	Licence to drive light rigid vehicle
		TLILIC1509A	Licence to drive medium rigid vehicle
		TLILIC1609A	Licence to drive heavy rigid vehicle
		TLILIC1709A	Licence to drive heavy combination vehicle
		TLILIC1809A	Licence to drive multi-combination vehicle

Select one specialisation (job role) from the following options:

Heavy General Freight
Agitator
Bus
Refrigerated
Pilot Vehicle
Dry/Liquid
Car Carrier
Livestock
Wood Products
Cash in Transit
Dangerous Goods
Over Dimensional

TLI31209 Certificate III in Driving Operations (continued)

TLI31209	Certificate III in Driving Operations (Heavy General Freight)	
Field	**Unit**	
A **Handling Cargo/Stock**	TLIA107C Secure cargo	
B **Equipment Checking and Maintenance**	TLIB407C	Carry out vehicle inspection
	TLIB807C	Carry out inspection of trailers
D **Load Handling**	TLID407C	Load and unload goods/cargo
E **Communication and Calculation**	TLIE407C	Prepare workplace documents
	TLIE807C	Process workplace documentation
	TLIE1207C	Consolidate manifest documentation

TLI31209	Certificate III in Driving Operations (Agitator)	
Field	**Unit**	
B **Equipment Checking and Maintenance**	TLIB407C	Carry out vehicle inspection
	TLIB807C	Carry out inspection of trailers
D **Load Handling**	TLID407C	Load and unload goods /cargo
	PMCOPS261B	Deliver concrete to site
E **Communication and Calculation**	TLIE807C	Process workplace documentation
	TLIE1207C	Consolidate manifest documentation
J **Quality**	TLIJ507C	Sample, inspect and test products to specifications

TLI31209	Certificate III in Driving Operations (Bus)	
Field	**Unit**	
B **Equipment Checking and Maintenance**	TLIB407C	Carry out vehicle inspection
C **Driving Vehicle**	TLIC1107C	Transport passengers with disabilities
	TLIC4209A	Operate coach/bus
E **Communication and Calculation**	TLIE407C	Prepare workplace documents
G **Teamwork**	TLIG707B	Work in a socially diverse environment
I **Customer Service**	TLII907C	Provide on-board services to customers

TLI31209 Certificate III in Driving Operations (continued)

TLI31209 **Certificate III in Driving Operations** **(Refrigerated)**		
Field	**Unit**	
A Handling Cargo/Stock	TLIA2507D	Regulate temperature controlled stock
B Equipment Checking and Maintenance	TLIB407C	Carry out vehicle inspection
	TLIB607C carry	Carry out inspection of vehicles designed to special loads
D Load Handling	TLID407C	Load and unload goods/cargo
E Communication and Calculation	TLIE407C	Prepare workplace documents

TLI31209 **Certificate III in Driving Operations** **(Pilot Vehicle)**		
Field	**Unit**	
C Driving Vehicle	TLIC1007C loads	Pilot or escort oversized and/or overmassed
E Communication and Calculation	TLIE407C	Prepare workplace documents
	TLIE807C	Process workplace documentation
	TLIE907C	Use pilot and escort communication
F Safety Management	TLIF6007A	Control traffic as a pilot vehicle operator

TLI31209 **Certificate III in Driving Operations** **(Dry/Liquid)**		
Field	**Unit**	
B Equipment Checking and Maintenance	TLIB407C	Carry out vehicle inspection
	TLIB7307B	Clean road tankers
E Communication and Calculation	TLIE207C Estim dimensions	ate/calculate mass, area and quantify
	TLIE407C	Prepare workplace documents

Selection of both or one depending on the job role:

Field	**Unit**	
D Load Handling	TLID2107C	Use specialised bulk transfer equipment (dry)
	TLID2407C (gravity	Use specialised liquid bulk transfer equipment /pressurised)

TLI31209 Certificate III in Driving Operations (continued)

TLI31209	Certificate III in Driving Operations (Car Carrier)	
Field	**Unit**	
A Handling Cargo/Stock	TLIA107C Secure cargo	
B Equipment Checking and Maintenance	TLIB607C carry	Carry out inspection of vehicles designed to special loads
D Load Handling	TLID407C	Load and unload goods/cargo
	TLID1407C	Load and unload vehicles carrying special loads
E Communication and Calculation	TLIE407C	Prepare workplace documents

TLI31209	Certificate III in Driving Operations (Livestock)	
Field	**Unit**	
D Load Handling	TLID2007C	Care for livestock in transit
	TLID1407C	Load and unload vehicles carrying special loads
E Communication and Calculation	TLIE207C Estim dimensions	ate/calculate mass, area and quantify
	TLIE407C	Prepare workplace documents
	TLIE807C	Process workplace documentation

TLI31209	Certificate III in Driving Operations (Wood Products)	
Field	**Unit**	
A Handling Cargo/Stock	TLIA107C Secure cargo	
B Equipment Checking and Maintenance	TLIB407C	Carry out vehicle inspection
	TLIB607C carry	Carry out inspection of vehicles designed to special loads
E Communication and Calculation	TLIE207C Estim dimensions	ate/calculate mass, area and quantify
	TLIE407C	Prepare workplace documents

TLI31209 Certificate III in Driving Operations (continued)

TLI31209	Certificate III in Driving Operations (Cash in Transit)	
Field	**Unit**	
D Load Handling	TLID407C	Load and unload goods/cargo
	TLID4107C	Undertake cash in transit loading and unloading in an unsecured environment
E Communication and Calculation	TLIE807C	Process workplace documentation
O Security	TLIO807C	Implement cash-in-transit security procedures
	TLIO907C	Test and inspect cash-in-transit security equipment
	TLIO1007C	Respond to cash-in-transit security incidents

TLI31209	Certificate III in Driving Operations (Dangerous Goods)	
Field	**Unit**	
D Load Handling	TLID307E	Handle dangerous goods/hazardous substances
	TLID1507D	Identify and label explosives and dangerous goods
	TLID1607D	Load and unload explosives and dangerous goods
	TLID2707D	Prepare for transport of dangerous goods
LIC Licensing Units	TLILIC1309A	Prepare and transport dangerous goods by road

TLI31209	Certificate III in Driving Operations (Over Dimensional)	
Field	**Unit**	
A Handling Cargo/Stock	TLIA107C	Secure cargo
B Equipment Checking and Maintenance	TLIB607C	Carry out inspection of vehicles designed to carry special loads
D Load Handling	TLID1407C	Load and unload vehicles carrying special loads
E Communication and Calculation	TLIE207C	Estimate/calculate mass, area and quantify dimensions
	TLIE407C	Prepare workplace documents
	TLIE907C	Use pilot and escort communication

TLI31209 Certificate III in Driving Operations (continued)

Elective units:

Field	Unit
A Handling Cargo/Stock	TLIA107C Secure cargo
	TLIA207C Maintain container/cargo records
	TLIA307C Connect and disconnect reefer units
	TLIA407C Process receipt and delivery of containers and cargo
	TLIA507C Check and evaluate records and documentation
	TLIA807C Transfer cargo
	TLIA1507C Co mplete receival/despatch documentation
	TLIA2507D Regulate temperature controlled stock
	PRMWM44B Identify wastes and hazards
B Equipment Checking and Maintenance	TLIB107C Check and assess operational capabilities of equipm ent
	TLIB307C Carry out vehicle servicing and maintenance
	TLIB407C Carry out vehicle inspection
	TLIB507C Carry out maintenance of vehicles designed to carry special loads
	TLIB607C Carry out inspection of vehicles designed to carry special loads
	TLIB707C Carry out maintenance of trailers
	TLIB807C Carry out inspection of trailers
	TLIB907C Check conveyor operational status
	TLIB1407C Load and unload wheeled or tracked crane
	TLIB1507C Undertake site inspection
	TLIB1607C De-rig, pack and store tools and equipment
	TLIB1707C Assemble and dismantle boom or jib
	TLIB2207B Diagnose and rectify minor faults
	TLIB2307B Provide sanitation and water services support to passenger transportation units
	TLIB2407B Clean transportation units and facilities for passenger use
	TLIB2807B Maintain and use hand tools
	TLIB2907B Use and maintain minor mechanical equipment
	TLIB3107B Clean up plant, equipment and worksite
	TLIB7307B Clean road tankers
C Driving Vehicle	TLIC207C Drive light rigid vehicle
	TLIC307C Drive medium rigid vehicle
	TLIC407D Drive heavy rigid vehicle
	TLIC507D Drive heavy combination vehicle
	TLIC707C Operate vehicle carrying special loads
	TLIC1007C Pilot or escort oversized and/or overmassed loads
	TLIC1107C Transport passengers with disabilities
	TLIC2507B Operate four wheel drive vehicle

TLI31209   Certificate III in Driving Operations (continued)

Elective units (continued)

Field	Unit
D Load Handling	TLID207C Shift a load using manually-operated equipment
	TLID307E Handle dangerous goods/hazardous substances
	TLID407C Load and unload goods/cargo
	TLID707C Prepare cargo for transfer with slings
	TLID1207C Operate specialised load shifting equipment
	TLID1307C Move materials mechanically using automated equipm ent
	TLID1407C Load and unload vehicles carrying special loads
	TLID1507D Identify and label explosives and dangerous goods
	TLID1607D Load and unload explosives and dangerous goods
	TLID2007C Care for livestock in transit
	TLID2107C Use specialised bulk transfer equipment (dry)
	TLID2207C Conduct weighbridge operations
	TLID2307C Use specialised liquid bulk gas transfer equipment
	TLID2407C Use specialised liquid bulk transfer equipment (gravity /pressurised)
	TLID2707D Prepare for transport of dangerous goods
	TLID3107C Rig load
	TLID3207C Plan and conduct specialised lift
	TLID3307C Operate a vehicle-mounted loading crane
	TLID3507C Operate a boom type elevating work platform
	TLID3607C Lift and move load using mobile crane up to and includin g 20 tonnes
	TLID4107C Undertake cash-in-transit loading and unloading in an unsecured environment
	TLID4507B Operate specialised light load shifting equipment
	CPCCCO3014A Conduct concrete agitator truck operations
	FPICOT3226A Shift forestry logs using trucks
	PMCOPS261B Deliver concrete to site
	PRMWM15B Move waste using load shifting equipment
E Communication and Calculation	TLIE207C Estim ate/calculate mass, area and quantify dimensions
	TLIE307C Participate in basic workplace communication
	TLIE407C Prepare workplace documents
	TLIE707B Use communication systems
	TLIE807C Process workplace documentation
	TLIE907C Use pilot and escort communication
	TLIE1207C Consolidate manifest documentation
	TLIE1607C Estimate/calculate load shifting requirements for a m obile crane

TLI31209   Certificate III in Driving Operations (continued)

Elective units (continued)

Field	Unit	
F Safety Management	TLIF207C	Conduct housekeeping activities
	TLIF607C	Apply accident-emergency procedures
	TLIF907C	Conduct cleaning operations in enclosed spaces
	TLIF1207D	Apply safe procedures when handling/transporting dangerous goods or explosives
	TLIF1407C	Develop and maintain a safe workplace
	TLIF1807B	Operate firefighting equipment
	TLIF1907B	Ensure a safe on-board passenger and working environment
	TLIF6007A	Control traffic as a pilot vehicle operator
	TLIF6207A	Apply awareness of safeworking rules and regulations
	TLIF6307A	Administer the implementation of fatigue management strategies
	TLIF6507B	Ensure compliance with Australian Dangerous Goods Code
	PRMWM11B	Respond to waste emergency
	HLTAMBPD401B	Manage personal stressors in the work environment
G Teamwork	TLIG107C	Work effectively with others
	TLIG707B	Work in a socially diverse environment
H Route Planning and Navigation	TLIH207D	Plan and navigate routes
	TLIH407B	Identify major roads, services and attractions
I Customer Service	TLII207D	Apply customer service skills
	TLII307C	Provide customer service in transport vehicles/vessels
	TLII407C	Manage camping procedures for coaches and buses
	TLII907C	Provide on-board services to customers
	TLII1007A	Provide travel information to customers
J Quality	TLIJ107C	Apply quality procedures
	TLIJ507C	Sample, inspect and test products to specifications
	TLIJ207C	Apply quality systems
K Computers and Technology	TLIK107C	Use infotechnology devices and computer applications in the workplace
	TLIK307C	Apply keyboard skills

TLI31209   Certificate III in Driving Operations (continued)

Elective units (continued)

Field	Unit	
L Resource Management	TLIL507D	Apply conflict/grievance resolution strategies
	TLIL807C	Complete routine administrative tasks
	TLIL907C developm	Manage personal work priorities and professional ent
	TLIL1007C requirem	Assess and confirm customer transport ents
	TLIL3407B	Arrange alternative passenger transport
	TLIL4607B	Handle customer luggage/property
	TLIL6009A	Complete induction to the transport industry
LIC Licensing Units	TLILIC1409A	Licence to drive light rigid vehicle
	TLILIC1509A	Licence to drive medium rigid vehicle
	TLILIC1609A	Licence to drive heavy rigid vehicle
	TLILIC1709A	Licence to drive heavy combination vehicle
	TLILIC1809A	Licence to drive multi-combination vehicle
O Security	TLIO207D	Follow security procedures
	TLIO307C secured	Undertake loading and unloading in a designated environment
	TLIO407D explosives	Conduct control procedures for transferring and dangerous/hazardous/high risk goods
	TLIO707C threat	Undertake emergency response action to a security
	TLIO807C	Implement cash-in-transit security procedures
	TLIO907C	Test and inspect cash-in-transit security equipment
	TLIO1007C	Respond to cash-in-transit security incidents
	TLIO1107C	Provide revenue protection measures
	TLIO1607B	Apply and monitor workplace security procedures
Q Financial Management	TLIQ107D	Conduct financial transactions
	TLIQ307C	Maintain financial records in a small business
	TLIQ707C	Prepare and process financial documents
	TLIQ1107B	Maintain petty cash account
U Environment	TLIU707B	Care for the environment

Employability Skills Summary for

TLI31209 Certificate III in Driving Operations
Please note RTO insert specialisation (job role) on certificate

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Use communication systems and procedures used in driving within the road transport industry • Read and interpret relevant regulations, instructions, manuals, notices and signs applicable to their role of driving operations within the road transport industry • Speak clearly and directly on matters related to driving operations within the road transport industry • Complete documents as part of duties, including completion of relevant forms • Recognise and interpret non-verbal signs, signals and behaviour • Use relevant communication equipment.
Teamwork	• Assist in the resolution of any interpersonal conflicts that may arise during driving operations within the road transport industry • Avoid and prevent the harassment of others in the workplace • Collaborate with others within the job role of driving operations within the road transport industry • Work with persons of different ages, gender, race, religion, political persuasion, etc.
Problem solving	• Identify and solve or report problems arising during the job role of driving operations within the road transport industry • Recognise problems that may occur in the within the job role of driving operations within the road transport industry and take appropriate action to report or resolve the problems within limits of responsibility • Recognise hazards and risks in a range of driving operation situations within the road transport industry.
Initiative and enterprise	• Respond appropriately to any changes in equipment, standard operating procedures and the working environment

TLI31209   Certificate III in Driving Operations (continued)

Planning and organising	• Follow and apply operational and emergency plans, systems and procedures
	• Comply with applicable road safety regulations and codes of practice
	• Follow and apply workplace security and safety management systems and safeworking requirements
	• Collect and interpret information needed during driving operations within the road transport industry within limits of responsibility
	• Manage time in the job role of driving operations within the road transport industry.
Self management	• Interpret and apply applicable regulations and instructions
	• Follow work plans and schedules
	• Check own work performance.
Learning	• Participate in updating of own knowledge and skills required for driving operations and working within the road transport industry, in response to any changes in the processes and equipment used road transport industry.
Technology	• Operate equipment and tools required during driving operations within the road transport industry
	• Follow and apply operational and servicing instructions for equipment used during driving operations within the road transport industry
	• Follow and apply the applicable safeworking requirements and OH&S procedures during driving operations within the road transport industry.

TLI31309 Certificate III in International Freight Forwarding (Operator)

Qualification title:

Certificate III in International Freight Forwarding
  (Operato   r)

Rationale:

This qualification is designed for International freight forwarding job roles within the international freight forwarding industry. Successful completion of the qualification will require competence in units of competency that relate to the job role requirements defined as aligned at AQF Level III.

Requirements for completion of the qualification:

A successful assessment outcome for a total of **13 units** comprising:

(a) the   **6 core units** listed below

plus

(b)   **7 elective units** which may be taken from the elective units listed below, or may include up to **2 units** drawn with appropriate contextualisation from this Training Package, and/or from Certificate III qualifications in other relevant endorsed Training Packages or Accredited Course.

TLI31309 Certificate III in International Freight Forwarding (continued)
(Operator)

Core units:

Field		Unit	
A	Handling Cargo/Stock	TLIA907E	Complete and check import/export documentation
E	Communication and Calculation	TLIE207C	Estimate/calculate mass, area and quantify dimensions
		TLIE307C	Participate in basic workplace communication
F	Safety Management	TLIF107C	Follow occupational health and safety procedures
I	Customer Service	TLII707E	Provide freight forwarding information to customers
K	Computers and Technology	TLIK107C	Use infotechnology devices and computer applications in the workplace

Elective units:

Field		Unit	
A	Handling Cargo/Stock	TLIA1007C	Coordinate goods to bond premises
		TLIA3007C	Organise cargo for export
		TLIA3107C	Consolidate freight
		TLIA3207C	Organise transport of freight or goods
		TLIA3307C	Organise international transport of freight
D	Load Handling	TLID307E	Handle dangerous goods/hazardous substances
E	Communication and Calculation	TLIE1407C	Compile and process export documentation
I	Customer Service	TLII507C	Market services and products to clients
		TLII1607C	Service freight customers
		TLII1707C	Develop freight customers
L	Resource Management	TLIL1007C	Assess and confirm customer transport requirements
O	Security	TLIO207D	Follow security procedures
R	Contract Procurement	TLIR107C	Monitor supplier performance
		TLIR207C	Source goods/services and evaluate contractors

Employability Skills Summary for

TLI31309 Certificate III in International Freight Forwarding (Operator)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Use communication systems and procedures used in relation to the international freight forwarding industry
	• Read and follow relevant, instructions, manuals, notices and signs applicable to the international freight forwarding industry
	• Speak clearly and directly on matters related to their role in the international freight forwarding industry
	• Listen to and interpret verbal information related to their role in relation to the international freight forwarding industry
	• Complete documents as part of duties, including completion of relevant forms
	• Recognise and interpret non-verbal signs, signals and behaviour
	• Use relevant communication equipment.
Teamwork	• Participate in the resolution of any interpersonal conflicts that may arise as part of the job role in relation to the international freight forwarding industry
	• Avoid and prevent the harassment of others in the workplace
	• Collaborate with others within the international freight forwarding industry
	• Work with persons of different ages, gender, race, religion, political persuasion, etc.
Problem solving	• Identify and solve or report problems arising in the course of the job role within the international freight forwarding industry
	• Recognise problems that may occur in the course of working within the job role of international freight forwarding industry and take appropriate action to report or resolve the problems within limits of responsibility
	• Recognise hazards and risks in a range situations and take appropriate precautions
Initiative and enterprise	• Respond appropriately to any changes in equipment, standard operating procedures, regulatory, legislation and the working environment

TLI31309 Certificate III in International Freight Forwarding (Operator)(continued)

Planning and organising	• Follow and apply operational and emergency plans, systems and procedures
	• Comply with applicable customs regulations and codes of practice
	• Follow and apply workplace security and safety management systems and safeworking requirements
	• Apply legislative security applications as it applies to the job role within international freight forwarding
	• Collect and interpret information needed in the course of the job role within the international freight forwarding industry within limits of responsibility
	• Manage time within the job role of international freight forwarding
Self management	• Interpret and apply applicable instructions and procedures
	• Follow work plans and schedules
	• Check own work performance
Learning	• Participate in updating of own knowledge and skills required for working within international freight forwarding, in response to any changes in the processes and regulations used in international freight forwarding
Technology	• Operate equipment and tools required as part of the job role within international freight forwarding
	• Follow and apply operational instructions for equipment used as part of the job role within international freight forwarding
	• Follow and apply the applicable safeworking requirements and OH&S procedures when as part of the job role of within international freight forwarding

TLI31409 Certificate III in Rail Driving

Please note: RTO to insert specialisation

Qualification title:

Certificate III in Rail Driving

Please note: RTO to insert specialisation

Rationale:

This is a general qualification for a person who drives a light rail train, tram or operates a monorail within a metropolitan or suburban transport environment. It involves a broad range of skilled applications applied in a wide variety of contexts, which may involve application of some discretion and judgment in selecting equipment, services or contingency measures. It may also include responsibility for coordinating the work of others.

The Certificate III in Rail Driving qualification is aligned to the following defined specialisations:

Tram/light Rail

This includes:

Tram Driver

Light Rail Driver

Monorail

This includes:

Monorail Operator

Requirements for completion of the qualification:

A successful assessment outcome for a total of **16 units** of competency (depending on the specialisation selected) comprising:

(a)   the **8 core units** listed below

plus

 (b)   **5 units** from the selected **specialisation** listed below

plus

(c)   **3** of the **elective** units listed below

TLI31409   Certificate III in Rail Driving (continued)

Core units:

Field		Unit	
E	**Communication and Calculation**	TLIE307C	Participate in basic workplace communication
		TLIE707B	Use communication systems
		TLIE807C	Process workplace documentation
F	**Safety Management**	TLIF107C	Follow occupational health and safety procedures
		TLIF1007C	Apply fatigue management strategies
		TLIF607C	Apply accident-emergency procedures
G	**Teamwork**	TLIG107C	Work effectively with others
I	**Customer Service**	TLII207D	Apply customer service skills

Select one specialisation from the following options:

TLI31409   Certificate III in Rail Driving

(Tram/Light Rail)

Field		Unit	
B	**Equipment Checking and Maintenance**	TLIB7807A	Inspect, prepare and start an electric tram
C	**Drive Vehicle**	TLIC3207A	Operate and monitor a passenger electric tram
		TLIC3307A	Drive an electric tram to operational requirements
		TLIC3407A	Berth and shut down an electric tram
F	**Safety Management**	TLIF6107A	Respond to electric tram-driving emergencies and abnormal situations

TLI31409   Certificate III in Rail Driving

(Monorail)

Field		Unit	
C	**Drive Vehicle**	TLIC3909A	Operate and monitor a monorail train
D	**Load Handling**	TLID107C	Shift materials safely using manual handling methods
E	**Communication and Calculation**	TLIE507C	Carry out basic workplace calculations
O	**Security**	TLIO1107C	Provide revenue protection measures
		TLIO1207C	Manage disruptive and/or unlawful behaviour

TLI31409   Certificate III in Rail Driving (continued)

Elective units:

Field		Unit	
B	**Equipment Checking and Maintenance**	TLIB107C equipm	Check and assess operational capabilities of ent
		TLIB207C	Test equipment and isolate faults
C	**Drive Vehicle**	TLIC1107C	Transport passengers with disabilities
		TLIC3607B	Apply safe car driving behaviours
D	**Load Handling**	TLID107C methods	Shift materials safely using manual handling
E	**Communication and Calculation**	TLIE507C	Carry out basic workplace calculations
F	**Safety Management**	TLIF5807B functions	Apply safeworking rules and regulations to rail
G	**Teamwork**	TLIG707B	Work in a socially diverse environment
O	**Security**	TLIO1107C	Provide revenue protection measures
Q	**Financial Management**	TLIQ1207B	Sell products and services

Employability Skills Summary for

TLI31409   Certificate III in Rail Driving

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Implement and monitor communication systems and procedures required for rail driving
	• Read and interpret relevant regulations, instructions, signs and labels applicable to rail driving
	• Speak clearly and directly on matters related to rail operations and rail driving
	• Listen to and interpret verbal information related to rail driving
	• Write documents as part of duties, including, where applicable, completion of relevant forms, timesheets, service logs and incident reports
	• Negotiate issues with others in the course of rail driving
	• Recognise and interpret non-verbal signs, signals and behaviour
	• Use relevant communication equipment.
Teamwork	• Collaborate with others in the course of rail driving
	• Provide leadership to other personnel in the rail workplace
	• Motivate others in the rail workplace
	• Assist others in the workplace to achieve and maintain competence
	• Assist in the resolution of any interpersonal conflicts that may arise during rail operations
	• Avoid and prevent the harassment of others in the workplace
	• Work with persons of different ages, gender, race, religion, political persuasion, etc.

TLI31409   Certificate III in Rail Driving (continued)

Problem solving
- Identify and solve or report problems arising in the course of rail driving
- Monitor and anticipate problems that may occur in the course of rail driving and take appropriate action to report or resolve the problems within limits of responsibility
- Identify and control hazards and risks in a range of rail situations related to rail driving and take appropriate precautions
- Use mathematics to solve various calculations related to rail driving.

Initiative and enterprise
- Modify activities dependent on differing rail situations and contingencies
- Take appropriate initiatives in a range of operational situations
- Respond appropriately to any changes in equipment, standard operating procedures and the working environment.

Planning and organising
- Follow and apply operational and emergency plans, systems and procedures
- Monitor systems and procedures for compliance with regulations and codes of practice
- Implement the workplace security and safety management systems
- Monitor and evaluate operational performance and compliance
- Collect and interpret information needed in the course of rail driving
- Manage time and priorities in the course of rail driving.

Self management
- Interpret and apply regulations and instructions
- Evaluate own work performance.

Learning
- Contribute to learning and assessment activities in the workplace
- Assist others to adapt to any changes in workplace systems, equipment, procedures and the workplace operating environment
- Assist in the instruction, coaching or mentoring of others in the workplace
- Contribute to the assessment of the competence of others in the workplace
- Assist in the creation of a learning environment in the rail industry workplace
- Adapt own competence in response to any changes in the processes and equipment used in rail driving
- Update own knowledge and skills required for rail driving.

TLI31409   Certificate III in Rail Driving (continued)

Technology

- Use equipment and materials required during rail driving

- Follow and apply operational and servicing instructions for equipment used during rail driving

- Follow and apply OH&S procedures when using rail equipment and facilities.

Certificate IV

TLI40107 Certificate IV in Transport and Logistics (Warehousing and Storage)

Qualification title:

Certificate IV in Transport and Logistics (Warehousing and Storage)

Rationale:

A general qualification for the Warehousing and Storage Industry. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 4.

Performance of a broad range of skilled applications including requirements to evaluate and analyse current practices, develop new criteria and procedure for performing current practices, and provision of some leadership and guidance to others in the application and planning of the skills.

Requirements for completion of the qualification:

A successful assessment outcome for a total **28 units**, comprising:

(a)   **7 units** aligned at AQF 4 made up of:

- at least 5 units and up to 7 units from those listed below (aligned at AQF 4)
- up to 2 suitable units (aligned at AQF 4) drawn with appropriate contextualisation from; other Transport and Logistics Certificate IV qualifications, other relevant endorsed Training Packages or Accredited Course

and

(b)   at least **5 units** and up to **7 units** aligned at AQF 3 made up of:

- at least 3 units and up to 7 units from those listed for the Certificate III in Transport and Logistics (Warehousing and Storage) (aligned at AQF 3)
- up to 2 suitable units (aligned at AQF 3) drawn with appropriate contextualisation from; other Transport and Logistics Certificate III qualifications, other relevant endorsed Training Packages or Accredited Course

and

(c)   at least **7 units** and up to **9 units** at AQF 2 made up of:

- at least 5 units and up to 9 units from those listed for the Certificate II in Transport and Logistics (Warehousing and Storage) (aligned at AQF 2)
- up to 2 suitable units (aligned at AQF 2) drawn with appropriate contextualisation from; other Transport and Logistics Certificate II qualifications, other relevant endorsed Training Packages or Accredited Course

and

(d)   **7 units** aligned at AQF 1 made up of:

- at least 5 units and up to 7 units from those listed for the Certificate I in Transport and Logistics (Warehousing and Storage) (aligned at AQF 1)
- up to 2 suitable units (aligned at AQF 1) drawn with appropriate contextualisation from; other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages or Accredited Course.

TLI40107 Certificate IV in Transport and Logistics (Warehousing and Storage)

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling. (Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Field		Unit	
A	**Handling Cargo/Stock**	TLIA507C	Check and evaluate records and documentation
		TLIA2307C	Coordinate stocktakes
		TLIA2507D	Regulate temperature controlled stock
		TLIA2807C	Assess and monitor optimum stock levels
		TLIA3107C	Consolidate freight
		TLIA3207C	Organise transport of freight or goods
D	**Load Handling**	TLID807C	Monitor crane operations
		TLID907C Direct	crane operations
		TLID3007C	Supervise mobile crane operations
E	**Communication and Calculation**	TLIE607D inform	Collect, analyse and present workplace data and ation
		TLIE1307C	Apply workplace statistics
F	**Safety Management**	TLIF707C procedures	Implement and coordinate accident-emergency
		TLIF1407C	Develop and maintain a safe workplace
G	**Teamwork**	TLIG507C	Organise transport workload
		TLIG607C	Facilitate work teams
I	**Customer Service**	TLII107D	Coordinate quality customer service
		TLII507C	Market services and products to clients
L	**Resource Management**	TLIL507D	Apply conflict/grievance resolution strategies
		TLIL907C developm	Manage personal work priorities and professional ent
		TLIL1007C	Assess and confirm customer transport requirements
		TLIL2107C storage	Coordinate the erection and dismantling of temporary facilities
		TLIL3007B	Control a furniture warehouse
		TLIL3207B	Implement equal employment equity strategies
		TLIL3307B	Promote effective workplace practice
		TLIL3607B	Develop rosters
		TLIL3707B	Apply and amend rosters

TLI40107 Certificate IV in Transport and Logistics (Warehousing and Storage) (continued)

Field		Unit	
P	**Business Planning**	TLIP107C	Develop plans to meet customer and organisation needs
		TLIP207C	Facilitate and capitalise on change in the workplace
		TLIP507C	Manage workplace information
Q	**Financial Management**	TLIQ1007B	Maintain customer credit accounts and services
R	**Contract Procurement**	TLIR107C	Monitor supplier performance
		TLIR207C	Source goods/services and evaluate contractors
U	**Environment**	TLIU107B	Implement and monitor environmental protection policies and procedures

Employability Skills Summary for

TLI40107   Certificate IV in Transport and Logistics (Warehousing and Storage)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Establish and implement communication systems and procedures required for warehousing and storage operations • Listen to and interpret verbal information related to warehousing and storage operations • Read and interpret relevant regulations, instructions, signs and labels applicable to warehousing and storage operations • Speak clearly and directly on diverse and complex matters related to warehousing and storage operations • Write documents as part of duties, including completion of relevant forms, maintenance schedules and accident and incident reports • Negotiate complex issues with others in the course of warehousing and storage operations • Recognise and interpret non-verbal signs, signals and behaviour • Use relevant communication equipment.
Teamwork	• Provide leadership to warehousing and storage personnel • Motivate others in the workplace • Collaborate with others in the course of warehousing and storage operations • Manage the resolution of any interpersonal conflicts that may arise during warehousing and storage operations • Manage the avoidance and prevention of harassment of others in the workplace • Manage persons of different ages, gender, race, religion, political persuasion, etc.

TLI40107   Certificate IV in Transport and Logistics (Warehousing and Storage) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report complex problems arising in the course of warehousing and storage operations
	• Monitor and anticipate problems that may occur in the course of warehousing and storage operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Manage the control of hazards and risks in a range of complex and diverse situations that may arise during warehousing and storage operations
	• Use mathematics to solve problems such as various calculations related to a wide range of warehousing and storage operations.
Initiative and enterprise	• Modify activities dependent on differing warehousing and storage situations and contingencies
	• Take appropriate initiatives in a diverse range of operational situations such as those above
	• Manage the response to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Implement and monitor operational and emergency plans, systems and procedures
	• Implement and monitor systems and procedures for maintaining compliance with regulations and codes of practice
	• Monitor the implementation of the workplace security and safety management systems (where applicable)
	• Monitor and evaluate operational performance and compliance
	• Collect and interpret information needed when supervising warehousing and storage operations
	• Organise and plan own supervisory activities
	• Manage time and priorities in the course of warehousing and storage operations.
Self management	• Interpret and apply relevant regulations and instructions
	• Establish and follow own work plans and schedules
	• Evaluate and monitor own work performance.

TLI40107   Certificate IV in Transport and Logistics (Warehousing and Storage) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Organise learning and assessment activities for others in the workplace
	• Manage adaptation of others in the workplace to any changes in warehousing and storage systems, equipment and procedures and the workplace operating environment
	• Instruct, coach or mentor others in the workplace as required
	• Contribute to the assessment of the competence of others in the workplace
	• Assist in creating a learning environment in the workplace
	• Adapt own competence in response to any changes in warehousing and storage operations
	• Update own knowledge and skills required for warehousing and storage supervisory activities.
Technology	• Use complex equipment and systems required during warehousing and storage operations
	• Implement and monitor operational and maintenance procedures and systems for equipment used during warehousing and storage operations
	• Implement and monitor the application of OH&S procedures when using warehousing and storage equipment and facilities.

TLI40307 Certificate IV in Transport and Logistics (Stevedoring)

Qualification title:

Certificate IV in Transport and Logistics (Stevedoring)

Rationale:

A general qualification for the Stevedoring Industry. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 4.

Performance of a broad range of skilled applications including requirements to evaluate and analyse current practices, develop new criteria and procedure for performing current practices, and provision of some leadership and guidance to others in the application and planning of the skills.

Requirements for completion of the qualification:

A successful assessment outcome for a total **28 units**, comprising:

(a)   **7 units** aligned at AQF 4 made up of:

- at least 5 units and up to 7 units from those listed below (aligned at AQF 4)
- up to 2 suitable units (aligned at AQF 4) drawn with appropriate contextualisation from; other Transport and Logistics Certificate IV qualifications, other relevant endorsed Training Packages or Accredited Course

and

(b)   at least **5 units** and up to **7 units** aligned at AQF 3 made up of:

- at least 3 units and up to 7 units from those listed for the Certificate III in Transport and Logistics (Stevedoring) (aligned at AQF 3)
- up to 2 suitable units (aligned at AQF 3) drawn with appropriate contextualisation from; other Transport and Logistics Certificate III qualifications, other relevant endorsed Training Packages or Accredited Course

and

(c)   at least **7 units** and up to **9 units** at AQF 2 made up of:

- at least 5 units and up to 9 units from those listed for the Certificate II in Transport and Logistics (Stevedoring) (aligned at AQF 2)
- up to 2 suitable units (aligned at AQF 2) drawn with appropriate contextualisation from; other Transport and Logistics Certificate II qualifications, other relevant endorsed Training Packages or Accredited Course

and

(d)   **7 units** aligned at AQF 1 made up of:

- at least 5 units and up to 7 units from those listed for the Certificate I in Transport and Logistics (Stevedoring) (aligned at AQF 1)
- up to 2 suitable units (aligned at AQF 1) drawn with appropriate contextualisation from; other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages or Accredited Course.

TLI40307 Certificate IV in Transport and Logistics (Stevedoring) (continued)

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling. (Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Field		Unit	
A	Handling Cargo/Stock	TLIA507C	Check and evaluate records and documentation
		TLIA607C	Organise and monitor terminal/wharf operations
		TLIA707C	Coordinate stevedoring clerical functions
		TLIA3207C	Organise transport of freight or goods
		TLIA4007B	Implement and monitor stevedoring regulations
C	Driving Vehicle	TLIC607C Drive	multi-combination vehicle
D	Load Handling	TLID807C	Monitor crane operations
		TLID907C	Direct crane operations
		TLID3007C	Supervise mobile crane operations
E	Communication and Calculation	TLIE607D inform	Collect, analyse and present workplace data and ation
		TLIE1307C	Apply workplace statistics
F	Safety Management	TLIF707C procedures	Implement and coordinate accident-emergency
		TLIF1407C	Develop and maintain a safe workplace
G	Teamwork	TLIG507C	Organise transport workload
		TLIG607C	Facilitate work teams
I	Customer Service	TLII107D	Coordinate quality customer service
		TLII507C	Market services and products to clients
L	Resource Management	TLIL507D	Apply conflict/grievance resolution strategies
		TLIL907C developm	Manage personal work priorities and professional ent
		TLIL1007C	Assess and confirm customer transport requirements
		TLIL3207B	Implement equal employment equity strategies
		TLIL3307B	Promote effective workplace practice
		TLIL3607B	Develop rosters
		TLIL3707B	Apply and amend rosters

TLI40307 Certificate IV in Transport and Logistics (Stevedoring) (continued)

Field	Unit	
P Business Planning	TLIP107C	Develop plans to meet customer and organisation needs
	TLIP207C	Facilitate and capitalise on change in the workplace
	TLIP507C	Manage workplace information
U Environment	TLIU107B	Implement and monitor environmental protection policies and procedures

Employability Skills Summary for

TLI40307   Certificate IV in Transport and Logistics (Stevedoring) (continued)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Establish and implement communication systems and procedures required for stevedoring operations • Listen to and interpret verbal information related to stevedoring operations • Read and interpret relevant regulations, instructions, signs and labels applicable to stevedoring operations • Speak clearly and directly on diverse and complex matters related to stevedoring operations • Write documents as part of duties, including completion of relevant forms, maintenance schedules and accident and incident reports • Negotiate complex issues with others in the course of stevedoring operations • Use numeracy effectively to understand operational and costing data, to perform calculations and to contribute to estimates of resource requirements • Recognise and interpret non-verbal signs, signals and behaviour • Use relevant communication equipment.
Teamwork	• Provide leadership to personnel involved in stevedoring operations • Motivate others in the workplace • Collaborate with others in the course of stevedoring operations • Manage the resolution of any interpersonal conflicts that may arise during stevedoring operations • Manage the avoidance and prevention of harassment of others in the workplace • Manage persons of different ages, gender, race, religion, political persuasion, etc.

TLI40307   Certificate IV in Transport and Logistics (Stevedoring) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report complex problems arising in the course of stevedoring operations
	• Monitor and anticipate problems that may occur in the course of stevedoring operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Manage the control of hazards and risks in a range of complex and diverse situations that may arise during stevedoring operations
	• Use mathematics to solve problems such as various calculations related to a wide range of stevedoring operations.
Initiative and enterprise	• Modify activities dependent on differing stevedoring situations and contingencies
	• Take appropriate initiatives in a diverse range of operational situations such as those above
	• Manage the response to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Implement and monitor operational and emergency plans, systems and procedures
	• Implement and monitor systems and procedures for maintaining compliance with regulations and codes of practice
	• Monitor the implementation of the workplace security and safety management systems (where applicable)
	• Monitor and evaluate operational performance and compliance
	• Collect and interpret information needed when supervising stevedoring operations
	• Organise and plan own supervisory activities
	• Manage time and priorities in the course of stevedoring operations.
Self management	• Interpret and apply relevant regulations and instructions
	• Establish and follow own work plans and schedules
	• Evaluate and monitor own work performance

TLI40307   Certificate IV in Transport and Logistics (Stevedoring)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Organise learning and assessment activities for others in the workplace
	• Manage adaptation of others in the workplace to any changes in stevedoring systems, equipment and procedures and the workplace operating environment
	• Instruct, coach or mentor others in the workplace as required
	• Contribute to the assessment of the competence of others in the workplace
	• Assist in creating a learning environment in the workplace
	• Adapt own competence in response to any changes in stevedoring operations
	• Update own knowledge and skills required for stevedoring supervisory activities.
Technology	• Use complex equipment and systems required during stevedoring operations
	• Implement and monitor operational and maintenance procedures and systems for equipment used during stevedoring operations
	• Implement and monitor the application of OH&S procedures when supervising the use of stevedoring equipment and facilities.

TLI40407 Certificate IV in Transport and Logistics (Rail Operations)

Qualification title:

Certificate IV in Transport and Logistics (Rail Operations)

Rationale:

A general qualification for the Operations Sector of the Rail Industry. Successful completion will require competency in units that relate to work defined as aligned AQF Level 4.

Performance of a broad range of skilled applications including requirements to evaluate and analyse current practices, develop new criteria and procedure for performing current practices, and provision of some leadership and guidance to others in the application and planning of the skills.

Requirements for completion of the qualification:

A successful assessment outcome for a total **28 units**, comprising:

(a)   **7 units** aligned at AQF 4 made up of:

- at least 5 units and up to 7 units from those listed below (aligned at AQF 4)
- up to 2 suitable units (aligned at AQF 4) drawn with appropriate contextualisation from; other Transport and Logistics Certificate IV qualifications, other relevant endorsed Training Packages or Accredited Course

and

(b)   at least **5 units** and up to **7 units** aligned at AQF 3 made up of:

- at least 3 units and up to 7 units from those listed for the Certificate III in Transport and Logistics (Rail Operations) (aligned at AQF 3)
- up to 2 suitable units (aligned at AQF 3) drawn with appropriate contextualisation from; other Transport and Logistics Certificate III qualifications, other relevant endorsed Training Packages or Accredited Course

and

(c)   at least **7 units** and up to **9 units** at AQF 2 made up of:

- at least 5 units and up to 9 units from those listed for the Certificate II in Transport and Logistics (Rail Operations) (aligned at AQF 2)
- up to 2 suitable units (aligned at AQF 2) drawn with appropriate contextualisation from; other Transport and Logistics Certificate II qualifications, other relevant endorsed Training Packages or Accredited Course

and

(d)   **7 units** aligned at AQF 1 made up of:

- at least 5 units and up to 7 units from those listed for the Certificate I in Transport and Logistics (Rail Operations) (aligned at AQF 1)
- up to 2 suitable units (aligned at AQF 1) drawn with appropriate contextualisation from; other Transport and Logistics Certificate I qualifications, other relevant endorsed Training Packages or Accredited Course.

TLI40407 Certificate IV in Transport and Logistics (Rail Operations) (continued)

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling. (Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Field		Unit	
A	**Handling Cargo/Stock**	TLIA507C	Check and evaluate records and documentation
		TLIA607C	Organise and monitor terminal/wharf operations
		TLIA2507D	Regulate temperature controlled stock
		TLIA3107C	Consolidate freight
		TLIA3207C	Organise transport of freight or goods
B	**Equipment Checking and Maintenance**	TLIB7507A	Inspect and prepare a motive power unit
		TLIB7607A	Inspect and prepare a heritage motive power unit
		TLIB7707A	Inspect and prepare a heritage steam locomotive
C	**Driving Vehicle**	TLIC1607B	Conduct marshalling operations
		TLIC1907B	Drive train to operational requirements
		TLIC2307B	Operate train with due consideration of route conditions
		TLIC2407B	Operate urban passenger train
		TLIC2607A	Operate and monitor a motive power unit
		TLIC2707A	Stable a motive power unit
		TLIC3007A	Operate and monitor a heritage steam locomotive
		TLIC3107A	Stable a heritage steam locomotive
D	**Load Handling**	TLID807C	Monitor crane operations
		TLID907C	Direct crane operations
E	**Communication and Calculation**	TLIE607D	Collect, analyse and present workplace data and information
		TLIE1307C	Apply workplace statistics
F	**Safety Management**	TLIF707C	Implement and coordinate accident-emergency procedures
		TLIF1407C	Develop and maintain a safe workplace
		TLIF2107B	Respond to train-driving emergencies and abnormal situations
G	**Teamwork**	TLIG607C	Facilitate work teams

TLI40407 Certificate IV in Transport and Logistics (Rail Operations) (continued)

Field		Unit	
I	**Customer Service**	TLII107D	Coordinate quality customer service
		TLII507C	Market services and products to clients
		TLII807C	Monitor transport activities at interchanges
		TLII1607C	Service freight customers
		TLII1707C	Develop freight customers
K	**Computers and Technology**	TLIK807A	Implement and monitor network security
L	**Resource Management**	TLIL507D	Apply conflict/grievance resolution strategies
		TLIL907C developm	Manage personal work priorities and professional ent
		TLIL1007C	Assess and confirm customer transport requirements
		TLIL3207B	Implement equal employment equity strategies
		TLIL3307B	Promote effective workplace practice
		TLIL3407B	Arrange alternative passenger transport
		TLIL3607B Develop	rosters
		TLIL3707B	Apply and amend rosters
		TLIL3807B	Organise marshalling and shunting operations
		TLIL4007B	Plan and control daily train operations
		TLIL4207B	Control rail traffic movement
		TLIL4307B	Allocate freight
		TLIL4407B	Organise freight yard movement
		TLIL4707B	Coordinate train movement activities
		TLIL4907B	Develop train plans and schedules
		TLIL5007B	Allocate rolling stock
P	**Business Planning**	TLIP107C needs	Develop plans to meet customer and organisation
		TLIP207C	Facilitate and capitalise on change in the workplace
		TLIP507C	Manage workplace information
Q	**Financial Management**	TLIQ1007B	Maintain customer credit accounts and services
U	**Environment**	TLIU107B policies	Implement and monitor environmental protection and procedures

Employability Skills Summary for

TLI40407   Certificate IV in Transport and Logistics (Rail Operations)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	- Establish and implement communication systems and procedures required for rail operations - Listen to and interpret verbal information related to rail operations - Read and interpret relevant regulations, instructions, signs and labels applicable to rail operations - Speak clearly and directly on diverse and complex matters related to rail operations - Write documents as part of duties, including completion of relevant forms, maintenance schedules and accident and incident reports - Negotiate complex issues with others in the course of rail operations - Recognise and interpret non-verbal signs, signals and behaviour - Use relevant communication equipment.
Teamwork	- Provide leadership to rail operations personnel - Motivate others in the workplace - Collaborate with others in the course of rail operations - Manage the resolution of any interpersonal conflicts that may arise during rail operations - Manage the avoidance and prevention of harassment of others in the workplace - Manage persons of different ages, gender, race, religion, political persuasion, etc.

TLI40407   Certificate IV in Transport and Logistics (Rail Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report complex problems arising in the course of rail operations
	• Monitor and anticipate problems that may occur in the course of rail operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Manage the control of hazards and risks in a range of complex and diverse situations that may arise during rail operations
	• Use mathematics to solve problems such as various calculations related to a wide range of rail operations.
Initiative and enterprise	• Modify activities dependent on differing rail situations and contingencies
	• Take appropriate initiatives in a diverse range of operational situations such as those above
	• Manage the response to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Implement and monitor operational and emergency plans, systems and procedures
	• Implement and monitor systems and procedures for maintaining compliance with regulations and codes of practice
	• Monitor the implementation of the rail security and safety management systems (where applicable)
	• Monitor and evaluate operational performance and compliance
	• Collect and interpret information needed when supervising rail operations
	• Organise and plan own supervisory activities
	• Manage time and priorities in the course of rail operations.
Self management	• Interpret and apply relevant regulations and instructions
	• Establish and follow own work plans and schedules
	• Evaluate and monitor own work performance.

TLI40407   Certificate IV in Transport and Logistics (Rail Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Organise learning and assessment activities for others in the workplace
	• Manage adaptation of others in the workplace to any changes in rail systems, equipment and procedures and the workplace operating environment
	• Instruct, coach or mentor others in the workplace as required
	• Contribute to the assessment of the competence of others in the workplace
	• Assist in creating a learning environment in the workplace
	• Adapt own competence in response to any changes in rail operations
	• Update own knowledge and skills required for rail supervisory activities.
Technology	• Use complex equipment and systems required during rail operations
	• Implement and monitor operational and maintenance procedures and systems for equipment used during rail operations
	• Implement and monitor the application of OH&S procedures when supervising the use of rail equipment and facilities.

TLI40707 Certificate IV in Transport and Logistics (Rail Infrastructure)

Qualification title:

Certificate IV in Transport and Logistics (Rail Infrastructure)

Rationale:

A general qualification for the Infrastructure Sector of the Rail Industry. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 4.

Performance of a broad range of skilled applications including requirements to evaluate and analyse current practices, develop new criteria and procedure for performing current practices, and provision of some leadership and guidance to others in the application and planning of the skills.

Entry Requirements:

Successful completion of TLI21309 Certificate II in Rail Infrastructure

Requirements for completion of the qualification:

A successful assessment outcome, comprising:

(a)   **7 units** aligned at AQF 4 made up of:

- at least 5 units and up to 7 units from those listed below (aligned at AQF 4)

- up to 2 suitable units (aligned at AQF 4) drawn with appropriate contextualisation from; other Transport and Logistics Certificate IV qualifications, other relevant endorsed Training Packages or Accredited Course

and

(b)   at least **5 units** and up to **7 units** aligned at AQF 3 made up of:

- at least 3 units and up to 7 units from listed for the Certificate III in Transport and Logistics (Rail Infrastructure) (aligned at AQF 3)

- up to 2 suitable units (aligned at AQF 3) drawn with appropriate contextualisation from; other Transport and Logistics Certificate III qualifications, other relevant endorsed Training Packages or Accredited Course.

TLI40707 Certificate IV in Transport and Logistics (Rail Infrastructure) (continued)

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling. (Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Field		Unit	
B	**Equipment Checking and Maintenance**	TLIB4207B	Conduct inspection of safeworking procedures and infrastructure
		TLIB7107B	Install and maintain pole mounted switches and transfor mers
C	**Driving Vehicle**	TLIC607C Drive	multi-combination vehicle
D	**Load Handling**	TLID807C	Monitor crane operations
		TLID907C	Direct crane operations
		TLID3007C	Supervise mobile crane operations
E	**Communication and Calculation**	TLIE607D	Collect, analyse and present workplace data and inform ation
		TLIE1307C	Apply workplace statistics
F	**Safety Management**	TLIF707C	Implement and coordinate accident-emergency procedures
		TLIF1407C	Develop and maintain a safe workplace
G	**Teamwork**	TLIG607C	Facilitate work teams
I	**Customer Service**	TLII107D	Coordinate quality customer service
L	**Resource Management**	TLIL507D	Apply conflict/grievance resolution strategies
		TLIL907C	Manage personal work priorities and professional developm ent
		TLIL3207B	Implement equal employment equity strategies
		TLIL3307B	Promote effective workplace practice
		TLIL3607B	Develop rosters
		TLIL3707B	Apply and amend rosters
P	**Business Planning**	TLIP107C	Develop plans to meet customer and organisation needs
		TLIP207C	Facilitate and capitalise on change in the workplace
		TLIP507C	Manage workplace information

TLI40707 Certificate IV in Transport and Logistics (Rail Infrastructure) (continued)

Field	Unit

| **S** | **Installation and Commissioning** | TLIS707B | Decommission mechanical signalling infrastructure equipment and interlocking equipment from service |
| **U** | **Environment** | TLIU107B policies | Implement and monitor environmental protection and procedures |

Employability Skills Summary for

TLI40707   Certificate IV in Transport and Logistics (Rail Infrastructure)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Establish and implement communication systems and procedures required for construction and maintenance operations on rail infrastructure • Listen to and interpret verbal information related to construction and maintenance operations on rail infrastructure • Read and interpret relevant regulations, instructions, signs and labels applicable to construction and maintenance operations on rail infrastructure • Speak clearly and directly on diverse and complex matters related to construction and maintenance operations on rail infrastructure • Write documents as part of duties, including completion of relevant forms, maintenance schedules and accident and incident reports • Negotiate complex issues with others in the course of construction and maintenance operations on rail infrastructure • Recognise and interpret non-verbal signs, signals and behaviour • Use relevant communication equipment.
Teamwork	• Provide leadership to rail infrastructure personnel • Motivate others in the workplace • Collaborate with others in the course of construction and maintenance operations on rail infrastructure • Manage the resolution of any interpersonal conflicts that may arise during construction and maintenance operations on rail infrastructure • Manage the avoidance and prevention of harassment of others in the workplace • Manage persons of different ages, gender, race, religion, political persuasion, etc.

TLI40707   Certificate IV in Transport and Logistics (Rail Infrastructure) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report complex problems arising in the course of construction and maintenance operations on rail infrastructure
	• Monitor and anticipate problems that may occur in the course of construction and maintenance operations on rail infrastructure including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Manage the control of hazards and risks in a range of complex and diverse situations that may arise during construction and maintenance operations on rail infrastructure
	• Use mathematics to solve problems such as various calculations related to a wide range of construction and maintenance operations on rail infrastructure.
Initiative and enterprise	• Modify activities dependent on differing situations and contingencies during construction and maintenance operations on rail infrastructure
	• Take appropriate initiatives in a diverse range of operational situations such as those above
	• Manage the response to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Implement and monitor operational and emergency plans, systems and procedures
	• Implement and monitor systems and procedures for maintaining compliance with regulations and codes of practice
	• Monitor the implementation of the workplace security and safety management systems (where applicable)
	• Monitor and evaluate operational performance and compliance
	• Collect and interpret information needed when supervising construction and maintenance operations on rail infrastructure
	• Organise and plan own supervisory activities
	• Manage time and priorities in the course of construction and maintenance operations on rail infrastructure operations.

TLI40707   Certificate IV in Transport and Logistics (Rail Infrastructure) (continued)

Employability Skill	• Industry/enterprise requirements for this qualification include:
Self management	• Interpret and apply relevant rail regulations and instructions
	• Establish and follow own work plans and schedules
	• Evaluate and monitor own work performance
Learning	• Organise learning and assessment activities for others in the workplace
	• Manage adaptation of others in the workplace to any changes in construction and maintenance operations on rail infrastructure and the related workplace operating environment
	• Instruct, coach or mentor others in the workplace as required
	• Contribute to the assessment of the competence of others in the workplace
	• Assist in creating a learning environment in the workplace
	• Adapt own competence in response to any changes in construction and maintenance operations on rail infrastructure
	• Update own knowledge and skills required when supervising or carrying out construction and maintenance operations on rail infrastructure.
Technology	• Use complex equipment and systems required during construction and maintenance operations on rail infrastructure
	• Implement and monitor operational and maintenance procedures and systems for equipment used during construction and maintenance operations on rail infrastructure
	• Implement and monitor the application of OH&S procedures when supervising construction and maintenance operations on rail infrastructure equipment and facilities.

TLI40907 Certificate IV in Transport and Logistics (Mobile Cranes Operations)

Qualification title:

Certificate IV in Transport and Logistics (Mobile Cranes Operations)

Rationale:

A general qualification for the Mobile Crane Operations sector of the Road Transport Industry. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 4.

Performance of a broad range of skilled applications including requirements to evaluate and analyse current practices, develop new criteria and procedure for performing current practices, and provision of some leadership and guidance to others in the application and planning of the skills.

Requirements for completion of the qualification:

A successful assessment outcome for a total **28 units**, comprising:

a)   **7 units** aligned at AQF 4 made up of:

- at least 5 units and up to 7 units from those listed below[Note]
- up to 2 suitable units (aligned at AQF 4) drawn with appropriate contextualisation from; other Transport and Logistics Certificate IV qualifications, other relevant endorsed Training Packages or Accredited Course

and

(b)   the **17 compulsory units** listed for the Certificate III in Transport and Logistics (Mobile Cranes Operations)

and

(c)   **4 other units** made up of:

- at least 2 units and up to 4 units from the remaining units listed for the Certificate III in Transport And Logistics (Mobile Cranes Operations) (aligned at AQF 3)
- up to 2 suitable units (aligned at AQF Levels 3, 2 or 1) drawn with appropriate contextualisation from; either other Transport and Logistics Certificate qualifications, other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling. (Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

TLI40907 Certificate IV in Transport and Logistics (Mobile Cranes Operations) (continued)

Field		Unit	
D	**Load Handling**	TLID3007C	Supervise mobile crane operations
		TLID3207C	Plan and conduct specialised lift
F	**Safety Management**	TLIF707C procedures	Implement and coordinate accident-emergency
		TLIF6407A	Manage fatigue management policy and procedures
I	**Customer Service**	TLII107D	Coordinate quality customer service
J	**Quality**	TLIJ207C	Apply quality systems Note
L	**Resource Management**	TLIL307C	Conduct induction process
P	**Business Planning**	TLIP1007C	Assess lift requirements and provide quotation

Note: This list contains unit TLIJ207C, elsewhere packaged within TLI Certificate III qualifications. The unit has been included in the list as it is often needed within the occupational profiles of persons required to carry out supervision of mobile crane operations. Where this unit has been selected for packaging within the Certificate IV in Transport and Logistics (Mobile Crane Operations), Registered Training Organisations should ensure that the selection of other units from the list above or other appropriate units nominally aligned at AQF 4 ensures a total of at least seven units nominally aligned at AQF 4.

Employability Skills Summary for

TLI40907   Certificate IV in Transport and Logistics (Mobile Cranes Operations)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	- Establish and implement communication systems and procedures required for mobile cranes operations - Listen to and interpret verbal information related to mobile cranes operations - Read and interpret relevant regulations, instructions, signs and labels applicable to mobile cranes operations - Speak clearly and directly on diverse and complex matters related to mobile cranes operations - Write documents as part of duties, including completion of relevant forms, maintenance schedules and accident and incident reports - Negotiate complex issues with others in the course of mobile cranes operations - Recognise and interpret non-verbal signs, signals and behaviour - Use relevant communication equipment.
Teamwork	- Provide leadership to personnel involved in mobile cranes operations - Motivate others in the workplace - Collaborate with others in the course of mobile cranes operations - Manage the resolution of any interpersonal conflicts that may arise during mobile cranes operations - Manage the avoidance and prevention of harassment of others in the workplace - Manage persons of different ages, gender, race, religion, political persuasion, etc.

TLI40907 Certificate IV in Transport and Logistics (Mobile Cranes Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report complex problems arising in the course of mobile cranes operations
	• Monitor and anticipate problems that may occur in the course of mobile cranes operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Manage the control of hazards and risks in a range of complex and diverse situations that may arise during mobile cranes operations
	• Use mathematics to solve problems such as various calculations related to a wide range of mobile cranes operations.
Initiative and enterprise	• Modify activities dependent on differing mobile cranes operational situations and contingencies
	• Take appropriate initiatives in a diverse range of operational situations such as those above
	• Manage the response to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Implement and monitor operational and emergency plans, systems and procedures
	• Implement and monitor systems and procedures for maintaining compliance with regulations and codes of practice
	• Monitor the implementation of the workplace security and safety management systems (where applicable)
	• Monitor and evaluate operational performance and compliance
	• Collect and interpret information needed when supervising mobile cranes operations
	• Organise and plan own supervisory activities
	• Manage time and priorities in the course of mobile cranes operations.
Self management	• Interpret and apply relevant regulations and instructions
	• Establish and follow own work plans and schedules
	• Evaluate and monitor own work performance.

TLI40907 Certificate IV in Transport and Logistics (Mobile Cranes Operations) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Organise learning and assessment activities for others in the workplace
	• Manage adaptation of others in the workplace to any changes in mobile cranes systems, equipment and procedures and the workplace operating environment
	• Instruct, coach or mentor others in the workplace as required
	• Contribute to the assessment of the competence of others in the workplace
	• Assist in creating a learning environment in the workplace
	• Adapt own competence in response to any changes in mobile cranes operations
	• Update own knowledge and skills required for mobile cranes supervisory activities.
Technology	• Use complex equipment and systems required during mobile cranes operations
	• Implement and monitor operational and maintenance procedures and systems for equipment used during mobile cranes operations
	• Implement and monitor the application of OH&S procedures when supervising the use of mobile cranes and related equipment.

TLI41107 Certificate IV in Transport and Logistics (Logistics)

Qualification title:

Certificate IV in Transport and Logistics (Logistics)

Rationale:

A qualification for those working in the Logistics Industry in a variety of operational roles. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 4.

Performance of a broad range of skilled applications including requirements to evaluate and analyse current practices, develop new criteria and procedure for performing current practices, and provision of some leadership and guidance to others in the application and planning of the skills.

Requirements for completion of the qualification:

A successful assessment outcome for a total **14 units**, comprising:

14 units aligned at AQF 4 made up of:

- at least 10 units and up to 14 units from those listed below (aligned at AQF 4)
- up to 2 suitable units (aligned at AQF 4) drawn with appropriate contextualisation from; other Transport and Logistics Certificate IV qualifications, other relevant endorsed Training Packages or Accredited Course
- up to 2 suitable units from the Diploma of Logistics.

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling.(Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

TLI41107 Certificate IV in Transport and Logistics (Logistics) (continued)

Field		Unit	
A	**Handling Cargo/Stock**	TLIA2307C	Coordinate stocktakes
		TLIA5107C	Carry out quarantine procedures
		TLIA5207C	Carry out customs clearance practices
		TLIA5507C	Classify complex commodities for the import and export of goods through customs
		TLIA5607C	Carry out complex customs valuation
		TLIA5707C clearanc	Analyse, advise on and carry out integrated border e transactions
E	**Communication and Calculation**	TLIE607D inform	Collect, analyse and present workplace data and ation
		TLIE1307C	Apply workplace statistics
F	**Safety Management**	TLIF1407C	Develop and maintain a safe workplace
		TLIF6507B Code	Ensure compliance with Australian Dangerous Goods
		TLIF6607A co	Implement and supervise transport regulations mpliance systems
		TLIF6707A	Implement safety stock systems
I	**Customer Service**	BSBCUS401A	Coordinate implementation of customer service strategies
J	**Quality**	TLIJ807A	Implement and monitor inbound QA systems
L	**Resource Management**	TLIL507D	Apply conflict/grievance resolution strategies
		TLIL707D	Coordinate fleet control logistics
		TLIL5807A	Plan a career in logistics
		TLIL5907A	Implement asset management systems
		BSBHRM402A	Recruit, select and induct staff
P	**Business Planning**	TLIP307D Im	plement, maintain and evaluate dangerous goods transport procedures within the workplace
		TLIP1307A	Implement and monitor logistics planning and process
		BSBRSK501A	Manage risk
Q	**Financial Management**	TLIQ607C	Administer international trading accounts
R	**Contract Procurement**	TLIR307C	Negotiate a contract
		TLIR807A	Implement and supervise stocktaking procedures
		TLIR907A	Implement purchasing systems
		TLIR1007A Plan	purchasing
		TLIR1207A	Conduct international purchasing
U	**Environment**	TLIU107B policies	Implement and monitor environmental protection and procedures

Employability Skills Summary for

TLI41107   Certificate IV in Transport and Logistics (Logistics)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	- Establish and implement communication systems and procedures required for advanced administrative activities involved in transport, logistics, freight forwarding and customs broking - Listen to and interpret verbal information related to advanced administrative activities particularly when clarifying and confirming work requirements and receiving operational feedback - Read and interpret relevant work requirements, policies, procedures, applicable to advanced administrative activities involved in transport, logistics, freight forwarding and customs broking - Speak clearly and directly on diverse and complex matters when sharing data, requirements and procedures relevant to operations, communicating operational details to internal and external stakeholders and providing support and feedback to others - Write documents to audience needs as part of duties, including when preparing risk assessment and plans, communicating with internal and external stakeholders, contributing to the documentation of specifications and tenders, and preparing information to contribute to technical reports - Share information when preparing and obtaining necessary resources, to manage work activities and to ensure understanding of objectives and work plans - Responsibly negotiate complex issues with others to resolve conflicts and to obtain the resources necessary to achieve objectives - Use numeracy effectively to understand operational and costing data, to perform calculations and to contribute to estimates of resource requirements - Recognise and interpret non-verbal signs, signals and behaviour - Establish and use networks involvement in business or professional networks and to build relationships to provide benefits for the team and organisation.

TLI41107   Certificate IV in Transport and Logistics (Logistics) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Teamwork	• Work as an individual and a team member in a range of situations when planning and conducting operations, maintaining strong working relationships, ensuring safety, coordinating activities and resolving conflicts within team
	• Provide leadership to staff
	• Motivate others in the workplace
	• Collaborate with others in the course of advanced administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Coach, mentor and give feedback to staff when providing information, instruction, training and supervision, ensuring participation of team members in meeting goals and objectives and as part of formal and informal review processes
	• Define a role as part of a team including identifying the strengths of team members, understanding relationships between team members and understanding the roles and relationship between and among manager, team leaders, supervisors, etc.
	• Manage the avoidance and prevention of harassment of others in the workplace
	• Work with persons of different ages, gender, race, religion, political persuasion, etc.

TLI41107 Certificate IV in Transport and Logistics (Logistics) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Develop practical solutions for problems arising in the course of advanced administrative activities including assessing hazards and ensuring there are plans or processes to manage identified risks, monitoring issues which arise in the course of operations and adjust activities and to creating, implementing and applying risk management systems
	• Monitor and anticipate problems that may occur in the course of advanced administrative activities involved in transport, logistics, freight forwarding and customs broking including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility
	• Solve problems in teams including allocating roles and responsibilities in response to changes in environment or circumstances, coordinating requirements and issues, and evaluating and monitoring performance
	• Show independence and initiative in identifying problems and solving them
	• Resolve customer concerns in relations to complex project issues including resolving contract issues, meeting quality requirements and meeting deadlines.
Initiative and enterprise	• Modify activities dependent on differing work situations and contingencies
	• Take appropriate initiatives in a diverse range of operational situations such as those above
	• Recognise and respond to changes in internal an external operating environments
	• Contribute to and manage continuous improvement processes
	• Be creative in approaches to change and innovation, in response to conflicts in coordination and allocation of resources and in both in encouraging input from staff and interactions between and amongst staff and teams
	• Value input from staff
	• Manage the response to any contingencies and changes in equipment, standard operating procedures and the working environment.

TLI41107   Certificate IV in Transport and Logistics (Logistics) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Planning and organising	• Implement and monitor operational and emergency plans, systems and procedures • Allocate people and other resources to tasks including adapting allocations to cope with contingencies, delegating tasks and responsibilities to capable staff and clearly defining responsibilities • Prepare scope of work and work plans for self and team members • Implement and monitor systems and procedures for maintaining compliance with regulations and codes of practice • Monitor the implementation of the workplace security and safety management systems (where applicable) • Monitor, evaluate and report on operational performance and compliance • Collect, analyse, interpret and organise information needed when supervising advanced administrative activities involved in transport, logistics, freight forwarding and customs broking • Be resourceful in planning for and assessing risk • Ensure feedback and other data contribute to improvements in operational effectiveness • Manage time and priorities in the course of advanced administrative activities involved in transport, logistics, freight forwarding and customs broking.
Self management	• Interpret and apply relevant regulations and instructions • Establish and follow own work plans and schedules • Evaluate and monitor own work performance • Take responsibility for meeting own objectives • Have confidence in own vision and goals • Develop trust and confidence in staff and customers • Maintain effective networks.

TLI41107   Certificate IV in Transport and Logistics (Logistics) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Organise learning and assessment activities for others in the workplace
	• Manage adaptation of self and others in the workplace to any changes in systems, equipment and procedures and the workplace operating environment
	• Be open to new ideas and change and in particular facilitate and support change processes with staff and apply previous experience and feedback in formulating improvements to practice
	• Provide opportunities for instruction, coaching and mentoring others in the workplace as required
	• Contribute to the assessment of the competence of others in the workplace
	• Contribute to the creation of a learning community in the workplace
	• Identify training needs for personnel and ensure that delegated tasks provide individuals with opportunities for development
	• Adapt own competence in response to any changes in advanced administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Update own knowledge and skills required for advanced administrative activities involved in transport, logistics, freight forwarding and customs broking.
Technology	• Use complex equipment and IT systems required during advanced administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Apply a range of basic IT skills
	• Use IT to organise and access data including the monitoring of logistics processes, the tracking of items and the recording and reporting of system status
	• Applying IT as a management tool to store and organise data
	• Implement and monitor operational and maintenance procedures and systems for equipment used during advanced administrative activities involved in transport, logistics, freight forwarding and customs broking
	• Implement and monitor the application of OH&S procedures when using IT and office equipment and facilities.

TLI41207 Certificate IV in Transport and Logistics (Road Transport – Car Driving Instruction)

Qualification title:

Certificate IV in Transport and Logistics (Road Transport – Car Driving Instruction)

Rationale:

A qualification for the Transport and Logistics Industry. This qualification has been structured to align with applicable car driving licensing and regulatory requirements for each state or territory. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 4.

Performance of a broad range of skilled applications including requirements to evaluate and analyse current practices, develop new criteria and procedures for performing current practices, and provision of some leadership and guidance to others in the application and planning of the skills.

Entry requirements:

1. Possess a current, full and unrestricted Australian Car Driver Licence.

2. Fulfill all of the relevant state or territory regulatory requirements.

3. The instructor's language, literacy and numeracy skills are expected to be equivalent to level 3 of the National Reporting System, which identifies adult English language, literacy and numeracy language indicators of competence.

   Writing
   Learners (trainee instructors) will be able to communicate relationships between ideas through selecting and using grammatical structures and notations that are appropriate to the purpose.

   Oral Communication
   Learners will be able to participate in short transactions, using basic generic structures; to establish, maintain and develop relationships; explore issues and problem solve.

   Numeracy and Mathematics
   Learners will be able to select and apply a range of mathematical strategies to solve problems in a number of contexts that are familiar and may be interrelated. They will also be able to reflect on and question the rationale and appropriateness of the purpose, process and outcomes of a mathematical activity and use symbols and diagrams to communicate mathematically.

TLI41207   Certificate IV in Transport and Logistics (Road Transport – Car Driving Instruction) (continued)

Requirements for completion of the qualification:

- Fulfill requirements of current existing relevant transport and logistics safety regulations prior to issuance of a Car Driving Instructor Licence
- A successful assessment outcome for a total **11 core units**, comprising:

Field		Unit	
C	**Driving Vehicle**	TLIC3607B	Apply safe car driving behaviours
E	**Communication and Calculation**	BSBRKG304B	Maintain business records
F	**Safety Management**	TLIF107C	Follow occupational health and safety procedures
G	**Teamwork**	TLIG707B	Work in a socially diverse environment
I	**Customer Service**	BSBCUS301A	Deliver and monitor a service to customers
L	**Resource Management**	TLIL107C	Complete workplace orientation/induction procedures
		TLIL807C	Complete routine administrative tasks
M	**Training**	TAADEL403B	Facilitate individual learning
		TAADEL301C	Provide training through demonstration of work skills
		TAADES402B	Design and develop learning programs
		TLIM107B	Develop safe car driving behaviours in others

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Employability Skills Summary for

TLI41207   Certificate IV in Transport and Logistics (Road Transport – Car Driving Instruction)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	- Establish and implement communication systems and procedures required for car driver instruction - Listen to and interpret verbal information related to car driver instruction - Read and interpret relevant regulations, instructions, signs and labels applicable to car driver instruction - Speak clearly and directly on diverse and complex matters related to car driver instruction - Write documents as part of duties, including completion of relevant forms, maintenance schedules and accident and incident reports - Negotiate complex issues with others in the course of car driver instruction - Recognise and interpret non-verbal signs, signals and behaviour - Use relevant communication equipment.
Teamwork	- Motivate clients to practise required safe car driving behaviours - Collaborate with others in the course of car driver instruction - Manage the resolution of interpersonal conflicts that may arise during car driver instruction - Manage the avoidance and prevention of harassment of others in the workplace - Manage persons of different ages, gender, race, religion, political persuasion, etc.

TLI41207   Certificate IV in Transport and Logistics (Road Transport – Car Driving Instruction) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report complex problems arising in the course of car driver instruction
	• Monitor and anticipate problems that may occur in the course of car driver instruction and take appropriate action to report or resolve the problems within limits of responsibility
	• Manage the control of hazards and risks in a range of complex and diverse situations that may arise during car driver instruction
	• Use mathematics to solve problems, such as various calculations related to a wide range of road transport operations and related car driver instruction tasks.
Initiative and enterprise	• Modify activities dependent on differing instruction situations and contingencies
	• Take appropriate initiatives in a diverse range of operational and instructional situations
	• Manage response to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Implement and monitor operational and emergency plans, systems and procedures
	• Implement and monitor systems and procedures for maintaining compliance with regulations and codes of practice
	• Monitor the implementation of the workplace security and safety management systems (where applicable)
	• Monitor and evaluate operational performance and compliance
	• Collect and interpret information needed during car driver instruction
	• Organise and plan own activities
	• Manage time and priorities in the course of car driver instruction.
Self management	• Interpret and apply relevant regulations and instructions
	• Establish and follow own work plans and schedules
	• Evaluate and monitor own work performance.

TLI41207   Certificate IV in Transport and Logistics (Road Transport – Car Driving Instruction) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Organise learning and assessment activities for clients
	• Manage adaptation of clients in the workplace to any changes in road transport systems, equipment and procedures and the workplace operating environment
	• Instruct, coach or mentor others in the workplace as required
	• Contribute to the assessment of the competence of clients
	• Adapt own competence in response to any changes in car driving instruction activities
	• Update own knowledge and skills required for car driving instruction activities.
Technology	• Use equipment and systems required during car driving instruction activities
	• Implement and monitor operational and maintenance procedures and systems for equipment used during car driving instruction
	• Implement and monitor the application of OH&S procedures when supervising the use of car driving instruction equipment and facilities.

TLI41309 Certificate IV in Transport and Logistics (Road Transport – Heavy Vehicle Driving Instruction)

Qualification title:

Certificate IV in Transport and Logistics (Road Transport – Heavy Vehicle Driving Instruction)

Rationale:

A qualification for the Transport and Logistics Industry. This qualification has been structured to align with applicable heavy vehicle driving licensing and regulatory requirements for each state or territory. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 4.

Performance of a broad range of skilled applications including requirements to evaluate and analyse current practices, develop new criteria and procedures for performing current practices, and provision of some leadership and guidance to others in the application and planning of the skills.

Entry requirements:

1. Possess a current, full and unrestricted Australian Light Rigid Driver Licence/Endorsement (as a minimum). Learners (trainee instructors) must hold the licence/endorsement pertinent to the relevant vehicle category being: Light Rigid, Medium Rigid, Heavy Rigid, Heavy Combination or Multi-Combination.

2. Fulfill all of the relevant state or territory regulatory requirements.

3. The instructor's language, literacy and numeracy skills are expected to be equivalent to level 3 of the National Reporting System, which identifies adult English language, literacy and numeracy language indicators of competence.

    Writing
    Learners (trainee instructors) will be able to communicate relationships between ideas through selecting and using grammatical structures and notations that are appropriate to the purpose.

    Oral Communication
    Learners will be able to participate in short transactions, using basic generic structures; to establish, maintain and develop relationships; explore issues and problem solve.

    Numeracy and Mathematics
    Learners will be able to select and apply a range of mathematical strategies to solve problems in a number of contexts that are familiar and may be interrelated. They will also be able to reflect on and question the rationale and appropriateness of the purpose, process and outcomes of a mathematical activity and use symbols and diagrams to communicate mathematically.

TLI41309   Certificate IV in Transport and Logistics (Road Transport – Heavy Vehicle Driving Instruction) (continued)

Requirements for completion of the qualification:

- Fulfill requirements of current existing relevant transport and logistics safety regulations prior to issuance of a Heavy Vehicle Driving Instructor Licence/Endorsement
- A successful assessment outcome for a total **10 core units**, comprising:

Field		Unit	
C	**Driving Vehicle**	TLIC3708A	Apply safe heavy vehicle driving behaviours
F	**Safety Management**	TLIF107C	Follow occupational health and safety procedures
		TLIF1007C	Apply fatigue management strategies
		TLIF6607A co	Implement and supervise transport regulations mpliance systems
L	**Resource Management**	TLIL107C	Complete workplace orientation/induction procedures
		TLIL807C	Complete routine administrative tasks
M	**Training**	TAADEL403B	Facilitate individual learning
		TAADEL301C	Provide training through demonstration of work skills
		TAADES402B	Design and develop learning programs
		TLIM208A others	Develop safe heavy vehicle driving behaviours in

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Employability Skills Summary for

TLI41309   Certificate IV in Transport and Logistics (Road Transport – Heavy Vehicle Driving Instruction)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill   Industry/enterprise requirements for this qualification include:

Communication	• Establish and implement communication systems and procedures required for driver instruction
	• Listen to and interpret verbal information related to driver instruction
	• Read and interpret relevant regulations, instructions, signs and labels applicable to driver instruction
	• Speak clearly and directly on diverse and complex matters related to driver instruction
	• Write documents as part of duties, including completion of relevant forms, maintenance schedules and accident and incident reports
	• Negotiate complex issues with others in the course of driver instruction
	• Recognise and interpret non-verbal signs, signals and behaviour
	• Use relevant communication equipment.
Teamwork	• Motivate clients to practise required safe driving behaviours
	• Collaborate with others in the course of driver instruction
	• Manage the resolution of interpersonal conflicts that may arise during driver instruction
	• Manage the avoidance and prevention of harassment of others in the workplace
	• Manage persons of different ages, gender, race, religion, political persuasion, etc.

TLI41309   Certificate IV in Transport and Logistics (Road Transport – Heavy Vehicle Driving Instruction) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report complex problems arising in the course of driver instruction • Monitor and anticipate problems that may occur in the course of driver instruction and take appropriate action to report or resolve the problems within limits of responsibility • Manage the control of hazards and risks in a range of complex and diverse situations that may arise during driver instruction • Use mathematics to solve problems, such as various calculations related to a wide range of road transport operations and related driver instruction tasks.
Initiative and enterprise	• Modify activities dependent on differing instruction situations and contingencies • Take appropriate initiatives in a diverse range of operational and instructional situations • Manage response to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Implement and monitor operational and emergency plans, systems and procedures • Implement and monitor systems and procedures for maintaining compliance with regulations and codes of practice • Monitor the implementation of the workplace security and safety management systems (where applicable) • Monitor and evaluate operational performance and compliance • Collect and interpret information needed during driver instruction • Organise and plan own activities • Manage time and priorities in the course of driver instruction.
Self management	• Interpret and apply relevant regulations and instructions • Establish and follow own work plans and schedules • Evaluate and monitor own work performance.

TLI41309   Certificate IV in Transport and Logistics (Road Transport – Heavy Vehicle Driving Instruction) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Organise learning and assessment activities for clients
	• Manage adaptation of clients in the workplace to any changes in road transport systems, equipment and procedures and the workplace operating environment
	• Instruct, coach or mentor others in the workplace as required
	• Contribute to the assessment of the competence of clients
	• Adapt own competence in response to any changes in driving instruction activities
	• Update own knowledge and skills required for driving instruction activities.
Technology	• Use equipment and systems required during driving instruction activities
	• Implement and monitor operational and maintenance procedures and systems for equipment used during driving instruction
	• Implement and monitor the application of OH&S procedures when supervising the use of driving instruction equipment and facilities.

TLI41409 Certificate IV in Transport and Logistics (Road Transport – Motorcycle Riding Instruction)

Qualification title:

Certificate IV in Transport and Logistics (Road Transport – Motorcycle Riding Instruction)

Rationale:

A qualification for the Transport and Logistics Industry. This qualification has been structured to align with applicable motorcycle riding licensing and regulatory requirements for each state or territory. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 4.

Performance of a broad range of skilled applications including requirements to evaluate and analyse current practices, develop new criteria and procedures for performing current practices, and provision of some leadership and guidance to others in the application and planning of the skills.

Entry requirements:

1. Possess a current, full and unrestricted Australian Motorcycle Rider Licence/Endorsement.

2. Fulfill all of the relevant state or territory regulatory requirements.

3. The instructor's language, literacy and numeracy skills are expected to be equivalent to level 3 of the National Reporting System, which identifies adult English language, literacy and numeracy language indicators of competence.

    Writing
    Learners (trainee instructors) will be able to communicate relationships between ideas through selecting and using grammatical structures and notations that are appropriate to the purpose.

    Oral Communication
    Learners will be able to participate in short transactions, using basic generic structures; to establish, maintain and develop relationships; explore issues and problem solve.

    Numeracy and Mathematics
    Learners will be able to select and apply a range of mathematical strategies to solve problems in a number of contexts that are familiar and may be interrelated. They will also be able to reflect on and question the rationale and appropriateness of the purpose, process and outcomes of a mathematical activity and use symbols and diagrams to communicate mathematically.

TLI41409   Certificate IV in Transport and Logistics (Road Transport – Motorcycle Riding Instruction) (continued)

Requirements for completion of the qualification:

- Fulfill requirements of current existing relevant transport and logistics safety regulations prior to issuance of a Motorcycle Riding Instructor Licence/Endorsement

- A successful assessment outcome for a total **8 core units**, comprising:

Field		Unit	
C	**Driving Vehicle**	TLIC3808A	Apply safe motorcycle riding behaviours
F	**Safety Management**	TLIF107C	Follow occupational health and safety procedures
L	**Resource Management**	TLIL107C	Complete workplace orientation/induction procedures
		TLIL807C	Complete routine administrative tasks
M	**Training**	TAADEL403B	Facilitate individual learning
		TAADEL301C	Provide training through demonstration of work skills
		TAADES402B	Design and develop learning programs
		TLIM308A	Develop safe motorcycle riding behaviours in others

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Employability Skills Summary for

TLI41409   Certificate IV in Transport and Logistics (Road Transport – Motorcycle Riding Instruction)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill   Industry/enterprise requirements for this qualification include:

Communication	• Establish and implement communication systems and procedures required for rider instruction
	• Listen to and interpret verbal information related to rider instruction
	• Read and interpret relevant regulations, instructions, signs and labels applicable to rider instruction
	• Speak clearly and directly on diverse and complex matters related to rider instruction
	• Write documents as part of duties, including completion of relevant forms, maintenance schedules and accident and incident reports
	• Negotiate complex issues with others in the course of rider instruction
	• Recognise and interpret non-verbal signs, signals and behaviour
	• Use relevant communication equipment.
Teamwork	• Motivate clients to practise required safe rider behaviours
	• Collaborate with others in the course of rider instruction
	• Manage the resolution of interpersonal conflicts that may arise during rider instruction
	• Manage the avoidance and prevention of harassment of others in the workplace
	• Manage persons of different ages, gender, race, religion, political persuasion, etc.

TLI41409   Certificate IV in Transport and Logistics (Road Transport – Motorcycle Riding Instruction) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Identify and solve or report complex problems arising in the course of rider instruction • Monitor and anticipate problems that may occur in the course of rider instruction and take appropriate action to report or resolve the problems within limits of responsibility • Manage the control of hazards and risks in a range of complex and diverse situations that may arise during rider instruction • Use mathematics to solve problems, such as various calculations related to a wide range of road transport operations and related rider instruction tasks.
Initiative and enterprise	• Modify activities dependent on differing instruction situations and contingencies • Take appropriate initiatives in a diverse range of operational and instructional situations • Manage response to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Implement and monitor operational and emergency plans, systems and procedures • Implement and monitor systems and procedures for maintaining compliance with regulations and codes of practice • Monitor the implementation of the workplace security and safety management systems (where applicable) • Monitor and evaluate operational performance and compliance • Collect and interpret information needed during rider instruction • Organise and plan own activities • Manage time and priorities in the course of rider instruction.
Self management	• Interpret and apply relevant regulations and instructions • Establish and follow own work plans and schedules • Evaluate and monitor own work performance.

TLI41409   Certificate IV in Transport and Logistics (Road Transport – Motorcycle Riding Instruction) (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Organise learning and assessment activities for clients
	• Manage adaptation of clients in the workplace to any changes in road transport systems, equipment and procedures and the workplace operating environment
	• Instruct, coach or mentor others in the workplace as required
	• Contribute to the assessment of the competence of clients
	• Adapt own competence in response to any changes in riding instruction activities
	• Update own knowledge and skills required for riding instruction activities.
Technology	• Use equipment and systems required during riding instruction activities
	• Implement and monitor operational and maintenance procedures and systems for equipment used during riding instruction
	• Implement and monitor the application of OH&S procedures when supervising the use of riding instruction equipment and facilities.

TLI41509 Certificate IV in Materiel Logistics

Qualification title:

Certificate IV in Materiel Logistics

Rationale:

A qualification for those working in the logistics industry in a variety of integrated logistics and materiel sustainment roles. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 4.

Performance of a broad range of skilled applications including requirements to evaluate and analyse current practices, develop new criteria and procedure for performing current practices, and provision of some leadership and guidance to others in the application and planning of the skills.

Requirements for completion of the qualification:

A successful assessment outcome for a total **17 units**, comprising:

- all **4 core units** listed below

plus

- **3 units** from the **logistics elective** units listed below

plus

- **4 units** from the **technical elective** units listed below

plus

- **6 general elective** units which may be taken from any remaining logistics or technical elective units listed below, from the general elective units listed below, or may include up to 2 units drawn with appropriate contextualization from Certificate IV or Diploma qualifications in this or other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling.(Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Code	Core units
TLIY2808A	Apply knowledge of logistics
PSPGOV404B	Develop and implement work unit plans
PSPGOV413A	Compose complex workplace documents
PSPPROC302A	Undertake basic procurement

TLI41509   Certificate IV in Materiel Logistics (continued)

Code	Logistics elective units
TLIY708A	Implement and monitor integrated logistics support plans
TLIY808A	Conduct integrated logistics support activities
TLIY908A	Apply integrated logistics support processes and procedures
TLIY1608A	Implement and monitor materiel sustainment plans

Code	Logistics elective units (continued)
TLIY1708A	Conduct materiel sustainment activities
TLIY1808A	Apply materiel sustainment processes and procedures
TLIY2208A	Implement and monitor configuration management plans
TLIY2308A	Conduct configuration management activities
TLIY2408A	Apply configuration management processes and procedures
TLIY1108A	Conduct logistics support analysis activities

Code	Technical elective units
TLIY2608A	Apply codification and cataloguing processes and procedures
TLIY2708A	Assess maintenance spares and manage repairable items
TLIY2908A	Apply knowledge of integrated logistics support
TLIY3008A	Apply knowledge of materiel sustainment
TLIY3108A	Apply knowledge of configuration management
TLIY3208A	Apply knowledge of technical regulatory framework
TLIY3408A	Apply technical risk management systems and techniques
TLIY3508A	Maintain technical data and information
TLIQ1507A Manage	assets

Code	General elective units
TLIY3308A	Apply technical regulatory framework compliance management systems
BSBADM409A	Coordinate business resources
BSBCOM501B	Identify and interpret compliance requirements
BSBINM401A	Implement workplace information system
BSBMGT403A	Implement continuous improvement
BSBOHS407A	Monitor a safe workplace
BSBREL401A	Establish business networks
BSBRSK401A	Identify risk and apply risk management processes
BSBWOR402A	Promote team effectiveness
PSPGOV406B	Gather and analyse information
PSPGOV421A Exercise	delegations
PSPPM401B	Design simple projects
PSPPM402B	Manage simple projects
PSPPM403B	Close simple projects
PSPPROC405B	Dispose of assets

TLI41509   Certificate IV in Materiel Logistics (continued)

Code	General elective units
PSPPROC407A	Establish procurement need
PSPPROC408A	Develop requests for offers
PSPPROC409A	Receive and select offers
PSPPROC410A	Administer contracts
TLIR107C	Monitor supplier performance

NOTES

BSB units have been imported from the BSB07 Business Services Training Package.

PSP units have been imported from the PSP04 Public Sector Training Package.

Employability Skills Summary for

TLI41509 Certificate IV in Materiel Logistics

Employability Skills are part of a unit of competency.

Employability Skills statements from a selection of units of competency from the TLI41509 Certificate IV in Materiel Logistics have been reproduced in the table below.

This table provides an example of Employability Skills for the qualification because Employability Skills within a qualification will vary depending on the qualification packaging options.

Materiel Logistics qualifications have core units (which must be achieved) and elective units (where there is a choice of units which must be achieved) so different Employability Skills Summaries are possible within the one qualification, depending on the package of core units and chosen elective units.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	- Apply interpersonal skills - Communicate and interact with other organisations - Communicate range of possible organisational responses to the client in a timely manner - Communicate plans - Complete necessary documentation - Discuss needs and expectations with clients - Exercise courtesy, consideration and sensitivity at all times with the client - Gather information from other organisations - Interact with internal and external clients - Locate, interpret and provide relevant information - Obtain, complete and process all necessary documentation - Read selectively and summarise information - Refer clients to other personnel where necessary - Speak in public - Undertake consultation with affected and interested parties - Use effective spoken and written communication.

TLI41509   Certificate IV in Materiel Logistics (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Teamwork	• Ensure participation in regular meetings and forums
	• Provide and receive feedback in a constructive manner
	• Recognise individual differences in the workplace, value these differences and adjust own behaviour to account for these differences
	• Seek assistance to manage clients' expectations when necessary
	• Use a variety of verbal and non-verbal communication techniques
	• Use team work principles and strategies.
Problem solving	• Analyse and probe
	• Analyse, interpret and clearly define issue/s
	• Apply known solutions to a variety of predictable problems
	• Negotiate stakeholders' requirements, and document and incorporate within the proposed advice
	• Obtain information required and analyse in accordance with professional standards
	• Represent ideas in appropriate format
	• Research issue/s and seek advice of relevant personnel to clarify findings that are unclear.
Initiative and enterprise	• Apply known solutions to a variety of predictable problems
	• Make notes of observations
	• Voice personal view to the review process.
Planning and organising	• Calculate level of risk compared to the established risk evaluation criteria and determine it to be acceptable or unacceptable
	• Identify all possible sources of risk which may impact on the situation or objectives, and record in accordance with workplace procedures and guidelines
	• Identify, plan and implement logistics options
	• Identify relevant policy, legislation and regulations to meet organisation information requirements
	• Observe, receive and clarify circumstances that require the provision of advice.

TLI41509   Certificate IV in Materiel Logistics (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Self management	• Apply duty of care
	• Apply personal behaviour that shows sensitivity to the differences between colleagues
	• Comply with professional codes of practice (as applicable) and ethical standards
	• Evaluate critically an operational situation by listening, observing and clarifying information with supervisor
	• Follow instructions/directives and report information.
Learning	• Learn about federal and state/territory legislation, regulations within legislation, government policy, organisation policy
	• Learn about materiel logistics processes
	• Learn about risk management terminology and language in accordance with relevant standards (such as risk, hazard, risk assessment, risk management and risk treatment, residual risk, treatment plans, risk evaluation criteria)
	• Use procedures.
Technology	• Use appropriate information technology and software
	• Use specialised information sources
	• Manage data and records

TLI41609 Certificate IV in International Freight Forwarding (Senior Operator)

Qualification title:

Certificate IV in International Freight Forwarding
  (Senior   Operator)

Rationale:

This qualification is designed for international freight forwarding job roles within the international freight forwarding industry. Successful completion of the qualification will require competence in units of competency that relate to the job role requirements defined as aligned at AQF Level IV.

Requirements for completion of the qualification:

A successful assessment outcome for a total of **13 units** comprising

(a) the   **6 core units** listed below

plus

(b)   **7 elective units** which may be taken from the elective units listed below, or may include up to **2 units** drawn with appropriate contextualisation from this Training Package, and/or from Certificate IV qualifications in other relevant endorsed Training Packages or Accredited Course.

TLI41609 Certificate IV in International Freight Forwarding (Senior Operator) (continued)

Core units:

Field		Unit	
A	**Handling Cargo/Stock**	TLIA3507B	Manage international freight transfer
G	**Teamwork**	TLIG207C	Lead a work team or group
I	**Customer Service**	TLII507C	Market services and products to clients
		TLII1707C	Develop freight customers
R	**Contract Procurement**	TLIR107C	Monitor supplier performance
		TLIR207C	Source goods/services and evaluate contractors

Elective units:

Field		Unit	
A	**Handling Cargo/Stock**	TLIA907E	Complete and check import/export documentation
		TLIA1007C	Coordinate goods to bond premises
		TLIA3107C	Consolidate freight
		TLIA3207C	Organise transport of freight or goods
		TLIA4807C	Carry out border clearance functions
		TLIA4907C	Apply specialist permit requirements as part of customs broking activities
		TLIA5007C	Apply GST legislation as part of customs broking activities
		TLIA5207C	Carry out customs clearance practices
		TLIA5307C	Carry out customs valuation
		TLIA5407C	Classify commodities for the import and export of goods through customs
		TLIA5507C	Classify complex commodities for the import and export of goods through customs
		TLIA5607C	Carry out complex customs valuation
		TLIA5707C	Analyse, advise on and carry out integrated border clearance transactions
D	**Load Handling**	TLID307E	Handle dangerous goods/hazardous substances
E	**Communication and Calculation**	TLIE207C	Estimate/calculate mass, area and quantify dimensions
I	**Customer Service**	TLII607D	Provide freight forwarding services to customers
		TLII707E	Provide freight forwarding information to customers
		TLII1607C	Service freight customers
K	**Computers and Technology**	TLIK107C	Use infotechnology devices and computer applications in the workplace
L	**Resource Management**	TLIL1007C	Assess and confirm customer transport requirements
		TLIL2607B	Manage export logistics

TLI41609 Certificate IV in International Freight Forwarding (Senior Operator) (continued)

Elective Units (continued)

O	Security	TLIO207D	Follow security procedures
R	Contract Procurement	TLIR107C	Monitor supplier performance
		TLIR207C	Source goods/services and evaluate contractors

Employability Skills Summary for

TLI41309 Certificate IV in International Freight Forwarding (Senior Operator)

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Use and implement communication systems and procedures used within international freight forwarding
	• Read and interpret relevant regulations, instructions, manuals, notices and signs applicable to their role within international freight forwarding
	• Speak clearly and directly on matters related to international freight forwarding
	• Listen to and interpret verbal information related to their role in relation to the freight forwarding industry
	• Complete and check documents as part of duties, including completion of relevant forms
	• Recognise and interpret non-verbal signs, signals and behaviour
	• Use relevant communication equipment.
Teamwork	• Manage interpersonal conflicts that effect the operations of international freight forwarding
	• Assist in the resolution of any interpersonal conflicts that may arise during the operations of international freight forwarding
	• Avoid and prevent the harassment of others in the workplace
	• Collaborate with others in the course of the operations within international freight forwarding
	• Work with persons of different ages, gender, race, religion, political persuasion, etc.
Problem solving	• Identify and solve or report problems arising within international freight forwarding operations
	• Recognise problems that may occur within international freight forwarding operations and take appropriate action to report or resolve the problems within limits of responsibility
	• Recognise hazards and risks in a range of international freight forwarding situations and take appropriate precautions

TLI41309 Certificate IV in International Freight Forwarding (Senior Operator) (continued)

Initiative and enterprise
- Respond appropriately to any changes in equipment, standard operating procedures and the working environment
- Apply advanced product knowledge to take the initiative in completing urgent forwarding activities
- Manage complex forwarding projects using a combination of initiative, enterprise and product knowledge

Planning and organising
- Manage operation and compliance of international freight forwarding regulations and legislative documentation
- Follow and apply operational and emergency plans, systems and procedures
- Comply with applicable customs and international freight forwarding regulations and codes of practice
- Follow and apply workplace security and safety management systems and safeworking requirements
- Collect and interpret information needed in the course of international freight forwarding within limits of responsibility
- Manage time of self and others within the job role of international freight forwarding

Self management
- Interpret and apply applicable regulations and instructions
- Follow work plans and schedules
- Check own work performance

Learning
- Participate in updating of own knowledge and skills required international freight forwarding, in response to any changes in the processes and equipment used in international freight forwarding

Technology
- Operate equipment and tools required during the job role of international freight forwarding
- Follow and apply operational and servicing instructions for equipment used within international freight forwarding
- Follow and apply the applicable safeworking requirements and OH&S procedures when using international freight forwarding equipment and facilities

Diploma

TLI50107 Diploma of Logistics

Qualification title:

Diploma of Logistics

Rationale:

A general qualification for the integrated management of logistics. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 5.

The self-directed application of knowledge and skills, with substantial depth in some areas where judgement is required in planning and selecting appropriate equipment, services and techniques for self and others. Applications involve participation in the development of strategic initiatives as well as personal responsibility and autonomy in performing complex technical operations or organising others. It may include participation in teams, including those concerned with planning and evaluation functions. Group or team coordination may be involved.

Requirements for completion of the qualification:

A successful assessment outcome for **14 units** made up of:

- at least 10 units and up to 14 units from those listed below (aligned at AQF 5)
- up to 2 suitable units (aligned at AQF 4) may be drawn from this training package
- up to 4 suitable units (aligned at AQF 5) may be drawn with appropriate contextualisation from this or other relevant endorsed Training Packages or Accredited Courses.
- up to 2 suitable units (aligned at AQF 6) may be drawn from this training package

Units can be packaged together to meet the specific management needs of occupations while also providing options for multi-skilling. (Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

TLI50107 Diploma of Logistics (continued)

Field		Unit	
A	**Handling Cargo/Stock**	TLIA2907D hazardous	Plan and manage storage of dangerous goods and substances
		TLIA3507B	Manage international freight transfer
		TLIA5807A Manage	facility and inventory requirements
B	**Equipment Checking and Maintenance**	TLIB1007C	Plan and implement maintenance schedules
F	**Safety Management**	TLIF1707B	Investigate rail safety incidents
		TLIF2007B	Manage emergencies
		TLIF6407A	Manage fatigue management policy and procedures
		BSBOHS509A	Ensure a safe workplace
I	**Customer Service**	TLII1807B	Manage customer service
J	**Quality**	TLIJ707C	Conduct internal quality audits
K	**Computers and Technology**	TLIK607C Evaluate enhancem	software requirements and hardware ents
L	**Resource Management**	TLIL1907C	Implement and monitor transport logistics
		TLIL2007C transport	Develop and maintain operational procedures for and distribution enterprises
		TLIL2607B	Manage export logistics
		TLIL5507A	Manage a supply chain
		TLIL5707A sy	Maintain, monitor and improve transport operations stems
		BSBWRK509A	Manage industrial relations
O	**Security**	TLIO507C enterprise	Plan and manage security procedures for the
		TLIO607D	Plan and manage security procedures for transferring and transporting dangerous goods
		TLIO1707A	Manage security of storage facilities
		TLIO1807A	Manage compliance with customs excise
P	**Business Planning**	TLIP407C	Develop a transport and distribution business plan
		TLIP607C	Establish international distribution networks
		TLIP707C learning	Contribute to the development of a workplace environment
		TLIP807C	Manage a transport and distribution business unit
		TLIP1107C Develop distribution	and evaluate strategies for transport and enterprises
Q	**Financial Management**	TLIQ207C	Set and achieve a budget
		TLIQ1407A	Manage budgets and financial plans
		TLIQ1507A Manage	assets

TLI50107 Diploma of Logistics (continued)

Field	Unit	
R Contract Procurement	TLIR307C	Negotiate a contract
	TLIR507A	Manage a contract
	TLIR607A	Develop, implement and review purchasing strategies
	TLIR707A	Manage international purchasing
	TLIR1407A Manage	suppliers
U Environment	TLIU607B	Conduct environmental audits

Employability Skills Summary for

TLI50107   Diploma of Logistics

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill   **Industry/enterprise requirements for this qualification include:**

Communication
- Communicate effectively with managers, staff, clients and suppliers in the course of logistics management

- Listen to and interpret complex verbal information related to logistics management including the clarification and confirmation of work requirements and the receiving of operational feedback

- Read and interpret applicable regulations, policy documents, strategic plans, technical data, signage, labels, safety management systems, tenders, contracts, project plans, etc.

- Speak clearly and directly on diverse and complex matters related to logistics management including sharing data, requirements and procedures relevant to operations, issuing clear and timely instructions, communicating operational details to internal and external stakeholders, and providing support and feedback to staff

- Write complex documents including communicating with internal and external stakeholders and preparing risk assessment reports and plans, project plans, specifications, tenders and technical reports

- Responsibly negotiate complex issues with others in the course of logistics management including resolving conflict, obtaining resources necessary to achieve objectives, creating and finalising contracts, and negotiating processes and procedures appropriate to statutory and legal requirements

- Recognise and interpret non-verbal signs, signals and behaviour

- Establish and implement organisation's communication systems and procedures

- Establish and use networks including active involvement in business or professional networks and the building of relationships to provide benefits for the team and organisation

- Use numeracy effectively to understand operational and costing data, prepare budgets, perform calculations, forecast resource requirements, and audit performance.

TLI50107   Diploma of Logistics (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Teamwork	• Provide leadership to staff
	• Manage the resolution of any interpersonal conflicts that may arise in the course of logistics management
	• Motivate staff
	• Provide opportunities for staff to achieve and maintain competence
	• Coach, mentor and give feedback to staff
	• Provide information, instruction, training and supervision
	• Manage the avoidance and prevention of harassment of others in the workplace
	• Ensure the active participation of team members in meeting goals and objectives
	• Collaborate with staff and others in the course of logistics management
	• Work collaboratively with suppliers and clients in the context of supply chain management
	• Define a role as part of a team including identifying the strengths of team members, understanding relationships between team members and understanding the roles and relationship between and among manager, team leaders, supervisors, etc.
	• Work with staff and other persons of different ages, gender, race, religion, political persuasion, etc.
Problem solving	• Develop practical solutions for problems arising in the course of logistics management including assessing hazards and ensuring there are plans or processes to manage identified risks, monitoring issues which arise in the course of operations and creating, implementing and applying risk management systems
	• Manage hazards and risks in complex and diverse situations that may occur in the course of logistics management
	• Solve problems in teams including allocating roles and responsibilities in response to changes in environment or circumstances, coordinating requirements and issues, and evaluating and monitoring performance
	• Show independence and initiative in identifying problems and solving them.

TLI50107   Diploma of Logistics (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving (continued)	• Resolve customer concerns in relations to complex project issues including resolution of contract issues and the achievement of quality requirements and deadlines • Test assumptions taking the context of data and circumstances into account • Audit and review systems and plans • Use applicable mathematics to solve complex problems related to logistics management.
Initiative and enterprise	• Modify activities dependent on differing work situations and contingencies • Take appropriate initiatives in complex and diverse situations such as those above • Recognise and respond to changes in internal an external operating environments • Contribute to and manage continuous improvement processes • Be creative in approaches to change and innovation, in response to conflicts in coordination and allocation of resources and in both in encouraging input from staff and interactions between and amongst staff and teams • Translate ideas into action including applying consultative processes, developing plans, applying new technologies and concepts and gaining the support of internal and external stakeholders • Value input from staff • Manage the response to any contingencies and changes in equipment, standard operating procedures and the working environment.

TLI50107   Diploma of Logistics (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Planning and organising	• Establish operational and emergency plans, systems and procedures for the organisation
	• Allocate people and other resources to tasks including adapting allocations to cope with contingencies, delegating tasks and responsibilities to capable staff and clearly defining responsibilities
	• Establish and implement systems and procedures for maintaining compliance with applicable regulations and codes of practice
	• Establish and implement workplace security and safety management systems (where applicable)
	• Monitor, evaluate and report on operational performance and compliance
	• Collect, analyse, interpret and organise information needed during logistics management activities
	• Prepare scope of work and work plans for self and team members
	• Be resourceful in planning for and assessing risk
	• Ensure feedback and other data contribute to improvements in operational effectiveness
	• Manage time and priorities in the course of logistics management
	• Ensure feedback and other data contribute to improvements in operational effectiveness.
Self management	• Interpret and apply relevant regulations and instructions
	• Establish and follow own work plans and schedules
	• Evaluate and monitor own work performance
	• Take responsibility for meeting own objectives
	• Have confidence in own vision and goals
	• Develop trust and confidence in staff and customers
	• Maintain effective networks.

TLI50107   Diploma of Logistics (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Learning	• Organise learning and assessment activities for others in the workplace
	• Manage adaptation of self and others in the workplace to any changes in systems, equipment and procedures and the workplace operating environment
	• Be open to new ideas and change and in particular facilitate and support change processes with staff and apply previous experience and feedback in formulating improvements to practice
	• Provide opportunities for instruction, coaching and mentoring others in the workplace as required
	• Contribute to the assessment of the competence of others in the workplace
	• Encourage the creation of a learning community in the workplace
	• Identify training needs for personnel and ensure that delegated tasks provide individuals with opportunities for development
	• Adapt own competence in response to any changes in logistics management processes
	• Update own knowledge and skills required for logistics management activities.
Technology	• Use complex equipment and IT systems required during logistics management activities involved in transport, logistics, freight forwarding and customs broking
	• Apply a range of basic IT skills
	• Use IT to organise and access data including the monitoring of logistics processes, the tracking of items and the recording and reporting of system status
	• Applying IT as a management tool to store and organise data
	• Implement and monitor operational and maintenance procedures and systems for equipment used during logistics management activities involved in transport, logistics, freight forwarding and customs broking
	• Implement and monitor the application of OH&S procedures when using IT and office equipment and facilities.

TLI50209 Diploma of Materiel Logistics

Qualification title:

Diploma of Materiel Logistics

Rationale:

A qualification for those working in materiel sustainment and integrated logistics management roles. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 5.

The self-directed application of knowledge and skills, with substantial depth in some areas where judgement is required in planning and selecting appropriate equipment, services and techniques for self and others. Applications involve participation in the development of strategic initiatives as well as personal responsibility and autonomy in performing complex technical operations or organising others. It may include participation in teams, including those concerned with planning and evaluation functions. Group or team coordination may be involved.

Requirements for completion of the qualification:

A successful assessment outcome for **16 units** made up of:

- all **4 core units** listed below
- plus **5 units** from the **integrated logistics support electives** listed below or 5 units from the materiel sustainment electives listed below
- plus **4 units** from the **logistics electives** listed below
- plus **3 general elective units** which may be taken from the general elective units listed below, or may include up to 2 units drawn with appropriate contextualization from Certificate IV, Diploma or Advanced Diploma qualifications in this or other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling.(Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Code	Core units
TLIY2808A	Apply knowledge of logistics
BSBRSK401A	Identify risk and apply risk management processes
PSPGOV512A	Use complex workplace communication strategies
PSPGOV513A	Refine complex workplace documents

TLI50209 Diploma of Materiel Logistics (continued)

Code	Integrated logistics support elective units
TLIY308A	Develop and review integrated logistics support plans
TLIY408A	Develop integrated logistics support processes and procedures
TLIY508A	Manage integrated logistics support operations
TLIY1008A	Provide specialist integrated logistics support advice
TLIY3008A	Apply knowledge of materiel sustainment
TLIY3108A	Apply knowledge of configuration management
TLIY3208A	Apply knowledge of technical regulatory framework

Code	Materiel sustainment elective units
TLIY1208A	Develop and review materiel sustainment plans
TLIY1308A	Develop materiel sustainment processes and procedures
TLIY1408A	Manage materiel sustainment operations
TLIY1908A	Provide specialist materiel sustainment advice
TLIY2908A	Apply knowledge of integrated logistics support
TLIY3108A	Apply knowledge of configuration management
TLIY3208A	Apply knowledge of technical regulatory framework

Code	Logistics elective units
TLIY608A	Manage verification and validation processes
TLIY1508A	Establish supply chains
TLIY2008A	Develop and review configuration management plans
TLIY2108A	Manage configuration management processes
TLIY2508A	Provide specialist configuration management advice
TLIY3608A	Manage and monitor technical data and information systems
BSBFIM501A	Manage budgets and financial plans
PSPPM504A	Carry out complex project activities
TLIL5507A	Manage a supply chain
TLIL5907A	Implement asset management systems
TLIR1407A Manage	suppliers
TLIQ1507A Manage	assets

Code	General elective units
BSBCOM501B	Identify and interpret compliance requirements
BSBCUS501A	Manage quality customer service
BSBINM501A	Manage an information or knowledge management system
BSBMGT502B	Manage people performance
BSBMGT516A	Facilitate continuous improvement
BSBOHS509A	Ensure a safe workplace
BSBPMG503A	Manage project time
BSBPMG504A	Manage project costs
BSBPMG506A	Manage project human resources

TLI50209 Diploma of Materiel Logistics (continued)

Code	General elective units (continued)
BSBPMG507A	Manage project communications
BSBPMG509A	Manage project procurement
PSPGOV504B	Undertake research and analysis
PSPGOV511A Provide	leadership
PSPGOV518A Bench	mark performance
PSPGOV524A Interpret	data and related statistics
PSPPROC408A	Develop requests for offers
PSPPROC409A	Receive and select offers
PSPPROC410A	Administer contracts
PSPPROC502A Establish	contract management arrangements
PSPPROC503A	Manage contract performance
PSPPROC504A Finalise	contracts

NOTES

BSB units have been imported from the BSB07 Business Services Training Package.

PSP units have been imported from the PSP04 Public Sector Training Package.

Employability Skills Summary for

TLI50209 Diploma of Materiel Logistics

Employability Skills are part of a unit of competency.

Employability Skills statements from a selection of units of competency from the TLI50209 Diploma of Materiel Logistics have been reproduced in the table below.

This table provides an example of Employability Skills for the qualification because Employability Skills within a qualification will vary depending on the qualification packaging options.

Materiel Logistics qualifications have core units (which must be achieved) and elective units (where there is a choice of units which must be achieved) so different Employability Skills Summaries are possible within the one qualification, depending on the package of core units and chosen elective units.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Apply verbal communication techniques
	• Complete reports, which may include organisational reports, debrief reports
	• Formulate advice and discussion with stakeholders
	• Interpret information contained in policy, legislation and regulations related to materiel logistics
	• Refine letters and complex reports to specified standard
	• Raise regular and timely reports and distribute in accordance with organisational standards.
Teamwork	• Activate internal and external liaison networks and maintain to ensure effective communication
	• Allocate tasks and conduct briefings in accordance with logistics plans
	• Allocate priority for action in accordance with relevant parameters, instructions, policy and procedures
	• Provide assistance to maximise individual contribution to the attainment of team objectives
	• Establish and maintain participation
	• Formulate solutions for specified issues and provide to appropriate personnel
	• Provide and receive feedback in a constructive manner
	• Recognise individual differences in the workplace, value these differences and adjust own behaviour to account for these differences
	• Task staff to collect and collate information using standard procedures.

TLI50209   Diploma of Materiel Logistics (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Problem solving	• Analyse circumstances, and interpret and clearly define issue/s
	• Analyse information to modify and update plans and prioritise tasks in accordance with plans and policy
	• Conduct research related to issue/s and seek the advice of relevant personnel to clarify findings that are unclear
	• Negotiate stakeholders' requirements, and document and incorporate within proposed advice
	• Obtain information required and analyse in accordance with professional standards.
Initiative and enterprise	• Solve problems and make decisions
	• Translate research and analysis into clear advice to stakeholders.
Planning and organising	• Develop plans covering materiel management activities in accordance with instructions, policy and procedures
	• Identify relevant policy, legislation and regulations to meet organisational information requirements
	• Manage resources in accordance with the organisation's policy and procedures
	• Obtain information and identify situation to permit accurate assessment of the problem
	• Review training and operational planning requirements to enhance future operations
	• Terminate operation in accordance with operational standards.
Self management	• Apply concepts of due diligence
	• Apply principles of duty of care
	• Comply with professional codes of practice (as applicable) and ethical standards
	• Ensure personal behaviour shows sensitivity to the differences between colleagues
	• Maintain a calm approach under stress
	• Manage communications within and between teams and organisations
	• Participate as a team member
	• Provide and receive feedback in a constructive manner.

TLI50209   Diploma of Materiel Logistics (continued)

Learning	• Learn about federal and state/territory legislation, regulations within legislation, government policy, organisation policy related to materiel logistics
	• Learn about principles of risk management, locally used information management and communications systems, available resources, their capabilities, and access to them
	• Learn about logistics requirements and industry capability.
Technology	• Access electronic or manual recording procedures
	• Implement information management systems and maintain to provide accurate records
	• Maintain management documentation
	• Use appropriate information technology and software
	• Use specialised information sources
	• Use telephone systems, satellite phones, internet or intranet links.

TLI50310 Diploma of International Freight Forwarding

Qualification title:

Diploma of International Freight Forwarding

Please note RTO to insert specialisation on certificate

Rationale:

A qualification for those working in advanced international freight forwarding roles.

Successful completion will require the self-directed application of knowledge and skills, with substantial depth in some areas where judgement is required in planning and selecting appropriate equipment, services and techniques for self and others. Applications involve participation in the development of strategic initiatives as well as personal responsibility and autonomy in performing complex technical operations or organising others. It may include participation in teams, including those concerned with planning and evaluation functions. Group or team coordination and training may be involved.

The Diploma of International Freight Forwarding qualification is aligned to the following four job role specialisations:

Group A International Freight Forwarders with responsibilities for managing own and work group activities

Group B International Freight Forwarders specialising in special transport services including dangerous goods

Group C International Freight Forwarders with work group and training responsibilities

Group D International Freight Forwarders with responsibilities in a range of work contexts

Requirements for completion of the qualification:

A successful assessment outcome for **14 units** comprising:

- all 9 core units listed below
- plus 5 elective units which may be taken from the elective units listed below for one of the four specialisations. Note that in the case of the Group D, this may include up to 2 units drawn with appropriate contextualisation from qualifications in this or other relevant endorsed Training Packages and accredited course. Where imported units are selected, care must be taken to ensure that all pre-requisites are complied with.

Core Units

Field	Unit	
A Handling Cargo/Stock	TLIA5059A	Plan and organise the international forwarding of freight by sea and multimodal transport
	TLIA5060A	Plan and organise the international forwarding of freight by air transport
	TLIA5061A	Plan and organise the international forwarding of freight by road and rail transport

Core Units (Continued)

E	Communication and Calculation	TLIE5020A	Apply knowledge of freight forwarding documentation and permits
K	Computers and Technology	TLIK5009A	Apply knowledge of ICT to international freight forwarding activities
L	Resource Management	TLIL5061A	Apply knowledge of the international freight forwarding industry
		TLIL5062A	Apply knowledge of logistics, storage and distribution to international freight forwarding
		TLIL5063A	Review contracts, insurance, risk and liability in the international freight forwarding context
O	Security	TLIO5020A	Advise on and manage security and safety in international freight transport

Electives

The following 5 elective units must be taken:

Group A	Specialisation for International Freight Forwarders with responsibilities for managing own and work group activities	
Field		**Unit**
I	Customer Service	BSBCUS501A Manage quality customer service
L	Resource Management	BSBMGT502B Manage people performance PSPGOV518A Benchmark performance BSBMKG513A Promote products and services to international markets
Q	Financial Management	BSBFIM501A Manage budgets and financial plans

310

© Commonwealth of Australia 2010
TLI07 Transport and Logistics Training Package (Version 4.1)
To be reviewed 2010

Electives (continued)

Group B	Specialisation for International Freight Forwarders specialising in special transport services including dangerous goods	
Field		**Unit**
I	**Customer Service**	BSBCUS501A Manage quality customer service
L	**Resource Management**	TLIL5064A Manage international special freight transport services including dangerous goods and special cargo BSBMGT502B Manage people performance PSPGOV518A Benchm ark performance
Q	**Financial Management**	BSBFIM501A Manage budgets and financial plans

Group C tra	Specialisation for International Freight Forwarders with work group and ining responsibilities	
Field		**Unit**
I	**Customer Service**	BSBCUS501A Manage quality customer service
L	**Resource Management**	BSBMGT502B Manage people performance PSPGOV518A Benchm ark performance
M	**Training**	TAADEL301C Provide training through instruction and demonstration of work skills TAAASS402C Assess competence

Electives (continued)

Group D	Specialisation for International Freight Forwarders with responsibilities in a range of work contexts
5 elective units may be taken from the elective units listed, or may include at least 3 of the units in the list, plus up to 2 units drawn with appropriate contextualisation from qualifications in the Transport and Logistics or other relevant endorsed Training Packages or accredited course	

Field		Unit	
I	**Customer Service**	BSBCUS501A	Manage quality customer service
L	**Resource Management**	TLIL5064A transport	Manage international special freight services including dangerous goods and special cargo
		BSBMGT502B	Manage people performance
		PSPGOV518A Benchm	ark performance
		BSBMKG513A Prom inte	ote products and services to rnational markets
M	**Training**	TAADEL301C	Provide training through instruction and demonstration of work skills
		TAAASS402C Assess	competence
Q	**Financial Management**	BSBFIM501A	Manage budgets and financial plans

Employability Skills Summary for

TLI50310 Diploma of International Freight Forwarding

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability skill	Industry/enterprise requirements for this qualification include:
Communication	• Communicate effectively with managers, staff, customers, suppliers and the global freight forwarding network in the course of international freight forwarding
	• Listen to and interpret complex verbal information related to international freight forwarding including the clarification and confirmation of work requirements and the receiving of operational feedback
	• Read and interpret documentation such as applicable regulations, policy documents, contracts, insurance documents, plans, technical data, signage, labels, safety management systems, tenders, etc.
	• Speak clearly and directly on diverse and complex matters related to international freight forwarding including sharing data, requirements and procedures relevant to operations, issuing clear and timely instructions, communicating operational details to internal and external stakeholders, and providing support and feedback to staff
	• Write complex documents including communicating with internal and external stakeholders and preparing risk assessment reports and freight forwarding project plans, specifications, tenders and reports
	• Responsibly negotiate complex issues with others in the course of international freight forwarding including resolving conflict, obtaining resources necessary to achieve objectives, creating and finalising contracts, and negotiating processes and procedures appropriate to statutory and legal requirements
	• Recognise and interpret non-verbal signs, signals and behaviour
	• Establish and implement organisation's information and communication systems and procedures
	• Establish and use global and local networks including active involvement in business or professional networks and the building of relationships to provide benefits for the team and organisation
	• Use numeracy effectively to understand operational and costing data, prepare budgets, perform calculations, determine costs, forecast resource requirements, and audit performance.

TLI50310 Diploma of International Freight Forwarding (continued)

Teamwork
- Provide leadership to staff

- Manage the resolution of any interpersonal conflicts that may arise in the course of international freight forwarding

- Motivate staff

- Provide opportunities for staff to achieve and maintain competence

- Coach, mentor and give feedback to staff

- Provide information, instruction, training and supervision

- Manage the avoidance and prevention of harassment of others in the workplace

- Ensure the active participation of team members in meeting goals and objectives

- Collaborate with staff and others in the course of international freight forwarding

- Work collaboratively with contractors, carriers and customers in the context of international freight forwarding

- Define a role as part of a team including identifying the strengths of team members, understanding relationships between team members and understanding the roles and relationship between and among manager, team leaders, supervisors, etc.

- Work with staff and other persons of different ages, gender, race, religion, political persuasion, etc.

Problem solving
- Develop practical solutions for problems arising in the course of international freight forwarding including assessing hazards and ensuring there are alternative plans or processes to manage identified risks; monitoring issues which arise in the course of operations; and creating, implementing and applying risk management systems

- Manage hazards and risks in complex and diverse situations that may occur in the course of international freight forwarding

- Solve problems in teams including allocating roles and responsibilities in response to changes in environment or circumstances, coordinating requirements and issues, and evaluating and monitoring performance

- Show independence and initiative in identifying problems and solving them

- Resolve customer concerns in relation to complex project issues including resolution of contract issues and the achievement of quality requirements and deadlines

- Test assumptions, taking the context of data and circumstances into account

- Audit and review systems and plans

- Use applicable mathematics to solve complex problems related to international freight forwarding.

TLI50310 Diploma of International Freight Forwarding (continued)

Initiative and enterprise	• Modify activities dependent on differing work situations and contingencies
	• Take appropriate initiatives in complex and diverse situations such as those above
	• Recognise and respond to changes in internal and external operating environments
	• Contribute to and manage continuous improvement processes
	• Be creative in approaches to change and innovation, in response to conflicts in coordination and allocation of resources, and in both in encouraging input from staff and interactions between and amongst staff and teams
	• Translate ideas into action including applying consultative processes, developing plans, applying new technologies and concepts and gaining the support of internal and external stakeholders
	• Value input from staff
	• Manage the response to any contingencies and changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Establish operational and emergency plans, systems and procedures for the organisation
	• Allocate people and other resources to tasks including adapting allocations to cope with contingencies, delegating tasks and responsibilities to capable staff, and clearly defining responsibilities
	• Establish and implement systems and procedures for maintaining compliance with applicable regulations and codes of practice
	• Establish and implement workplace security and safety management systems (where applicable)
	• Monitor, evaluate and report on operational performance and compliance
	• Collect, analyse, interpret and organise information needed during international freight forwarding activities
	• Prepare scope of work and work plans for self and team members
	• Be resourceful in planning for and assessing risk
	• Ensure feedback and other data contribute to improvements in operational effectiveness
	• Manage time and priorities in the course of international freight forwarding activities
	• Ensure feedback and other data contribute to improvements in operational effectiveness.

TLI50310 Diploma of International Freight Forwarding (continued)

Self management
- Interpret and apply relevant regulations and instructions
- Operate in accordance with the code of ethics for international freight forwarders
- Establish and follow own work plans and schedules
- Evaluate and monitor own work performance
- Take responsibility for meeting own objectives
- Have confidence in own vision and goals
- Develop trust and confidence in staff and customers
- Maintain effective networks.

Learning
- Organise learning and assessment activities for others in the workplace
- Manage adaptation of self and others in the workplace to any changes in systems, equipment and procedures and the workplace operating environment
- Be open to new ideas and change, and in particular facilitate and support change processes with staff and apply previous experience and feedback in formulating improvements to practice
- Provide opportunities for instruction, coaching and mentoring others in the workplace as required
- Contribute to the assessment of the competence of others in the workplace
- Encourage the creation of a learning community in the workplace
- Identify training needs for personnel and ensure that delegated tasks provide individuals with opportunities for development
- Adapt own competence in response to any changes in international freight forwarding processes
- Update own knowledge and skills required for international freight forwarding activities.

Technology
- Use complex equipment and Information and Communications Technology (ICT) systems required during freight forwarding and related logistics activities involved in international freight transport
- Apply a range of basic ICT skills
- Use ICT to organise and access data including the monitoring of freight forwarding and logistics processes, the tracking of international freight, and the recording and reporting of project status
- Applying ICT as a management tool to store and organise data
- Implement and monitor operational and maintenance procedures and systems for equipment used during international freight forwarding projects

- Implement and monitor the application of OH&S procedures when using ICT and office equipment and facilities.

Advanced Diploma

TLI60109 Advanced Diploma of Materiel Logistics

Qualification title:

Advanced Diploma of Materiel Logistics

Rationale:

A qualification for those providing leadership and strategic direction in materiel sustainment and integrated management of logistics. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 6.

The application of a significant range of fundamental principles and complex techniques across a wide and often unpredictable variety of contexts in relation to either varied or highly specific functions. Contribution to the development of a broad plan, budget or strategy is involved and accountability and responsibility for self and others in achieving the outcomes is involved. Significant judgement is required in planning, design, technical or leadership/guidance functions related to products, services, operations or procedures.

Requirements for completion of the qualification:

A successful assessment outcome for **14 units** made up of:

- all **6 core units** listed below
- plus **2 units** from the **logistics electives** listed below
- plus **6 general elective units** which may be taken from the general elective units listed below, or may include up to 2 units drawn with appropriate contextualization from Diploma or Advanced Diploma qualifications in this or other relevant endorsed Training Packages or Accredited Course.

Units can be packaged together to meet the specific supervisory, leadership and advanced technical needs of occupations while also providing options for multi-skilling.(Note that this may include basic units needed in an occupation which may also be packaged in a lower level occupation).

Importantly, the flexibility of packaging with the qualification framework must be considered within the responsibility of individuals, enterprises and/or registered training organisations to package units to meet the legislative requirements and/or industry codes of practice necessary at the occupational levels.

Units are discrete from each other; however units may be clustered and delivered and/or assessed concurrently and/or holistically.

Code	Core units
BSBMGT605B	Provide leadership across the organisation
BSBRSK501A	Manage risk
PSPGOV602B	Establish and maintain strategic networks
PSPPOL603A	Manage policy implementation
PSPGOV605A	Persuade and influence opinion
PSPGOV606A	Prepare high-level/sensitive written materials

TLI60109 Advanced Diploma of Materiel Logistics (continued)

Code	Logistics elective units
TLIY108A OR	Formulate material logistics strategies
TLIY208A	Contribute to material logistics strategies
TLIY1508A	Establish supply chains
PSPPROC602B	Direct the management of contracts

Code	General elective units
BSBCOM601B	Research compliance requirements and issues
BSBFIM501A	Manage budgets and financial plans
BSBMGT616A	Develop and implement strategic plans
BSBMGT617A	Develop and implement a business plan
BSBPMG503A	Manage project time
BSBPMG604A	Direct cost management of a project program
BSBPMG606A	Direct human resources management of a project program
BSBPMG609A	Direct procurement and contracting for a project program
PSPHR620A	Manage organisational development
PSPMNGT602B	Manage resources
PSPMNGT610A	Manage public sector financial resources
PSPMNGT613A	Develop partnering arrangements
PSPMNGT615A	Influence workforce effectiveness
PSPPM504A	Carry out complex project activities
PSPPOL602A	Provide policy advice
PSPPROC502A	Establish contract management arrangements
PSPPROC504A	Finalise contracts
PSPPROC603B	Divest strategic assets
PSPPROC604A	Plan for strategic procurement
PSPPROC605A	Coordinate strategic procurement
PSPPROC606A	Negotiate strategic procurement
PSPPROC701B	Establish strategic procurement directions
PSPPROC702B	Establish the procurement context

NOTES

BSB units have been imported from the BSB07 Business Services Training Package.

PSP units have been imported from the PSP04 Public Sector Training Package.

Employability Skills Summary for

TLI60109   Advanced Diploma of Materiel Logistics

Employability Skills are part of a unit of competency.

Employability Skills statements from a selection of units of competency from the TLI60109 Advanced Diploma of Materiel Logistics have been reproduced in the table below.

This table provides an example of Employability Skills for the qualification because Employability Skills within a qualification will vary depending on the qualification packaging options.

Materiel Logistics qualifications have core units (which must be achieved) and elective units (where there is a choice of units which must be achieved) so different Employability Skills Summaries are possible within the one qualification, depending on the package of core units and chosen elective units.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Clarify the ethical aspects of decisions/actions and advice
	• Communicate and encourage the professionalism required of staff in ways suited to the diversity of the workforce
	• Document promptly, and in accordance with organisational policy and procedures, issues relating to ethical problems
	• Encourage reporting of suspected unethical conduct, deal with in a confidential manner and act on promptly, in accordance with policy and procedures
	• Establish effective communication channels to exchange strategic information for the mutual benefit of network members
	• Interpret and explain complex, formal documents and assist others to apply them in the workplace
	• Prepare written advice and reports requiring precision of expression
	• Provide guidance on more complex ethical problems
	• Provide objective and impartial advice to government regarding policy decisions relating to the public interest
	• Source information from inside and outside the organisation, and confirm its authenticity and reliability
	• Use a variety of words and language structures to explain complex ideas to different audiences.

TLI60109   Advanced Diploma of Materiel Logistics (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Teamwork	• Confirm staff understanding of legislation, guidelines and action to address professional development needs
	• Encourage staff to discuss, clarify and meet legislative requirements
	• Encourage staff to raise ethical dilemmas, provide them with frameworks for ethical decision making and policy setting, and coach in their application
	• Identify key stakeholders and their needs, expectations and roles
	• Manage participative arrangements in consultation with employees and their representatives in accordance with occupational health and safety legislation, internal agreements, and consistent with the organisation's overall process for consultation
	• Model ethical conduct and reinforce in others
	• Use a comprehensive and up-to-date knowledge of the linkages between governments in taking decisions, advice and actions.
Problem solving	• Deal with ambiguity and machinery of government changes
	• Discard redundant information/version control
	• Identify misunderstandings and conflict situations, and address constructively in accordance with principles of conflict resolution
	• Interpret legislation and evaluate compliance outcomes
	• Undertake analysis of the political, social and economic environment that takes into account emerging trends, and current and possible future goals of the organisation
	• Undertake consideration of relevant facts comprehensively, and give unbiased, transparent and defensible weightings to competing interests
	• Use decision making processes transparently and document accountably and reasoning/grounds for decisions in accordance with policy and procedures.

TLI60109   Advanced Diploma of Materiel Logistics (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Initiative and enterprise	• Apply procedures or protocols for reporting unethical conduct
	• Develop initiatives and resources to address barriers to equal employment opportunity within the organisation or adopt in accordance with the diversity strategy
	• Establish new network links between self and key internal and external stakeholders and use effectively
	• Identify inadequacies in existing risk control measures in accordance with the hierarchy of control, and seek resources enabling implementation of new measures and/or provide according to appropriate procedures
	• Structure advice to include strategies for dealing with sensitive situations while maintaining confidentiality, and handling consequences if confidentiality is breached.
Planning and organising	• Develop or review organisational processes and practices to ensure they meet the requirements of procedural fairness and accountability
	• Identify features of required strategic networks, identify or establish network links with key stakeholders and build strategic relationships
	• Identify organisational linkages between government organisations and with quasi-government organisations and non-government organisations, and regularly reassess to maintain currency of information
	• Include risk management strategies in processes and ensure they meet client, staff and organisational needs for transparency and accountability
	• Provide staff with opportunities to develop skills in identifying and resolving situations requiring ethical judgement
	• Take decisions, advice and actions making effective use of a comprehensive and up-to-date knowledge of these organisational linkages
	• Undertake risk assessment planning relating to legislative compliance to establish the risk of non-compliance and develop/implement mitigation strategies in accordance with organisational policy and procedures.

TLI60109   Advanced Diploma of Materiel Logistics (continued)

Employability Skill	Industry/enterprise requirements for this qualification include:
Self management	• Acquire, retain, recall and communicate information
	• Employ a range of leadership styles to facilitate intercultural management and to manage diverse teams
	• Ensure professionalism, which may include ethical conduct, commitment, diligence, courtesy, respect for others, conduct free of cultural and gender bias
	• Maintain a comprehensive and up-to-date knowledge of the current political environment and reflect in decisions, advice and actions taken
	• Resolve conflict in a strategic networking context
	• Use a range of communication methods with diverse strategic networks including consultation, liaison, negotiation, building influence and reputation, transparency
	• Use formal and informal industry communication channels
	• Use personal conduct to demonstrate a commitment to compliance with legislation, policy and guidelines.
Learning	• Learn about legislation related to privacy, freedom of information, human rights, whistleblower protection
	• Learn about local, national and international public sector structures and protocols, equal employment opportunity, equity and diversity principles
	• Learn about public sector ethics, organisational code of ethics/conduct.
Technology	• Access legislation and codes of practice electronically or in hard copy
	• Apply communication technology
	• Prepare written advice and reports requiring precision of expression
	• Use qualitative data and analysis
	• Use technology to access legislation and guidelines
	• Use telephone contact and/or electronic mail.

Skill Sets

Skill Sets

Definition

Skill sets are defined as single units of competency, or combinations of units of competency from an endorsed Training Package, which link to a licence or regulatory requirement, or defined industry need.

Wording on Statements of Attainment

Skill sets are a way of publicly identifying logical groupings of units of competency which meet an identified need or industry outcome. Skill sets are not qualifications.

Where skill sets are identified in a Training Package, the Statement of Attainment can set out the competencies a person has achieved in a way that is consistent and clear for employers and others. This is done by including the wording 'these competencies meet *[insert skill set title or identified industry area]* need' on the Statement of Attainment. This wording applies only to skill sets that are formally identified as such in the endorsed Training Package. See the 2007 edition of the AQF Implementation Handbook for advice on wording on Statements of Attainment—the updated version is expected to be available on the AQFAB website <www.aqf.edu.au> during September 2007 and in print in October 2007.

Skill sets in this Training Package

This section provides information on skill sets within this Training Package, with the following important disclaimer: Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.

The skill sets within this Training Package are as follows:

Road Transport
- Driving Instructor Skill Set
- International Freight Forwarding Skill Set
- Road Tunnel Operator Skill Set

Rail Infrastructure
- Rail Infrastructure Induction Skill Set
- Track Patrol Skill Set
- Track Inspection Skill Set
- Track Grinding Skill Set
- Track Lubrication Skill Set
- Minor Rail Plant Operation Skill Set
- Rail Plant Operation Skill Set
- Rail Adjustment Skill Set
- Ultrasonic Rail Testing Skill Set
- Ultrasonic Points and Crossings Testing Skill Set
- Aluminothermic Welding Skill Set
- Flashbutt Welding Skill Set

- Electric/Track Welding Skill Set
- Repairing Concrete/Masonry Structures Skill Set
- Repairing Steel Structures Skill Set
- Repairing Timber Structures Skill Set
- Installing Transoms Skill Set
- Installing Minor Structures Skill Set
- Maintain Bridge Bearings Skill Set
- Turnout Building Skill Set
- Turnout Maintaining Skill Set
- Track Protection Coordination Skill Set
- Examining Concrete/Masonry Structures Skill Set
- Examining Steel Structures Skill Set
- Examining Timber Structures Skill Set

Logistics

- Integrated Logistics Support (ILS) Practitioner Skill Set
- Logistics Sustainment Practitioner Skill Set
- Integrated Logistics Support Inventory Controller Skill Set
- Logistics Inventory Controller Skill Set
- Logistics Configuration Management Skill Set
- Integrated Logistics Support Management Skill Set
- Logistics Sustainment Management Skill Set
- Logistics Product Management Skill Set
- Logistics Executive Management Skill Set

Driving Instructor Skill Set

Target Group:	
Australian Capital Territory and South Australian examiners who train and assess learner drivers prior to issuance of a Driver Licence in class car; and South Australian, Tasmania, New South Wales, Western Australia and Queensland trainers who train and assess drivers who are upgrading their licences in the heavy vehicle classes; and South Australian examiners who assess drivers who are upgrading their licences in the heavy vehicle classes.	
Unit/s	
TAAASS401C	**Plan and organise assessment**
TAAASS402C	**Assess competence**
Pathway	
These units are required in some jurisdictions in addition to the Certificate IV in Transport and Logistics (Road Transport – Car Driving Instruction) and/or Certificate IV in Transport and Logistics (Road Transport – Heavy Vehicle Driving Instruction).	
Licensing and regulatory requirements	
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.	
Suggested words for Statement of Attainment	
There are three types of Statements of Attainment to be issued:	

There are three types of Statements of Attainment to be issued:

i)   In SA and ACT:
These competencies meet industry and regulator requirements for trainers and assessors to issue a Driver Licence in car class as well as heavy vehicle classes, and in addition to the relevant qualification

ii)   In SA, Tas, NSW, WA and Qld:
These competencies meet industry and regulator requirements for trainers who deliver training and assessment for persons upgrading a Driver Licence in the heavy vehicle classes, and in addition to the relevant qualification

iii)   In SA only:
These competencies meet industry and regulator requirements for examiners who assess drivers upgrading a Driver Licence in the heavy vehicle classes, and in addition to the relevant qualification

International Freight Forwarding Skill Set

Target Group:
This is a skill set providing basic induction into the international freight forwarding environment. It is intended for use by entry-level employees or those who will be carrying out basic activities within international freight forwarding.
A total of **8** units of competency must be completed.

Unit/s	
TLIE207C	**Estimate/calculate mass, area and quantify dimensions**
TLIE307C	**Participate in basic workplace communication**
TLIF107C	**Follow occupational health and safety procedures**
TLIF6507B	**Ensure compliance with Australian Dangerous Goods Code**
TLII507C	**Market services and products to clients**
TLII707E	**Provide freight forwarding information to customers**
TLIJ107C	**Apply quality procedures**
TLIK107C	**Use infotechnology devices and computer applications in the workplace**

Pathway
This skill set is for entry into the international freight forwarding industry and is not aligned to any specific qualification and can be achieved separately.

Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.

Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of international freight forwarding entry-level employees. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person commencing work within the international freight forwarding environment.

Road Tunnel Operator Skill Set

Target Group:
This is a skill set providing basic induction for a road tunnel operator. It is intended for use by those employed in the job role of a road tunnel operator.
A total of **6** units of competency must be completed.

Unit/s	
TLIF707C	**Implement and coordinate accident-emergency procedures**
TLIF2007B	**Manage emergencies**
TLIF6909A	**Monitor and respond to traffic flow**
TLIF7009A	**Operate fire and life safety system within a road tunnel**
TLIK107C	**Use info technology devices and computer applications in the workplace**
TLIU707B	**Care for the environment**

Pathway
This skill set is for those personnel who work specifically in the road tunnel environment and is not aligned to any specific qualification and can be achieved separately.

Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.

Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of road tunnel operators. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working within the road tunnel operator environment.

Rail Infrastructure Induction Skill Set

Target Group:
This is a skill set providing basic induction into the general rail infrastructure environment. It is intended for use by temporary workers or those who will be carrying out basic activities within the general rail infrastructure environment.
A total of **5** units of competency must be completed.

Unit/s	
TLIB2807B	**Maintain and use hand tools**
TLID107C	**Shift materials safely using manual handling methods**
TLIF107C	**Follow occupational health and safety procedures**
TLIF6207A	**Apply awareness of safeworking rules and regulations**
CPCCOHS1001A	**Work safely in the construction industry**

Pathway
This skill set targets rail track workers who are new to the rail infrastructure environment.

Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.

Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of the rail infrastructure industry to provide an appropriate induction. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person commencing work within the general rail infrastructure environment.

Track Patrol Skill Set

Target Group:
This is a skill set covering the role of track patroller within the general rail infrastructure environment.
A total of **1** unit of competency must be completed.
Unit/s
TLIB10009A   **Visually inspect track infrastructure**
Pathway
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Track Work) and targets those rail track workers who will also patrol track.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of track patrol. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as a track patroller operating within the general rail infrastructure environment.

Track Inspection Skill Set

Target Group:
This is a skill set covering the role of track inspector within the general rail infrastructure environment.
A total of **2** units of competency must be completed.
Unit/s
TLIB10009A   **Visually inspect track infrastructure**
TLIB9909A   **Examine track infrastructure**
Pathway
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Track Work) and targets those rail track workers who will also inspect track.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of track inspection. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as a track inspector operating within the general rail infrastructure environment.

Track Grinding Skill Set

Target Group:
This is a skill set covering the role of track grinder within the general rail infrastructure environment.
A total of **1** unit of competency must be completed.
Unit/s
TLIW1209A   **Grind rails**
Pathway
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Track Work) and targets those rail track workers who will also carry out grinding operations.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of track grinding operations. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as a track grinder operating within the general rail infrastructure environment.

Track Lubrication Skill Set

Target Group:
This is a skill set covering the role of track lubricator within the general rail infrastructure environment.
A total of **2** units of competency must be completed.
Unit/s
TLIB9309A   **Clean equipment and restore worksite**
TLIS1209A   **Install and service rail lubrication equipment**
Pathway
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Track Work) and targets those rail track workers who will also install and/or maintain track lubrication equipment.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of track lubrication. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as a track lubricator operating within the general rail infrastructure environment.

Minor Rail Plant Operation Skill Set

Target Group:
This is a skill set covering the role of minor rail plant operator within the general rail infrastructure environment.
A total of **2** units of competency must be completed.
Unit/s
TLIB9209A   **Operate minor mechanical equipment** **TLIB9309A**   **Clean equipment and restore worksite**
Pathway
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Track Work) or Certificate II in Rail Infrastructure (Structures) and targets those rail track workers who will operate minor rail plant consisting of single-person operated equipment.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of minor rail plant operation. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as a minor rail plant operator within the general rail infrastructure environment.

Rail Plant Operation Skill Set

Target Group:
This is a skill set covering the role of rail plant operator within the general rail infrastructure environment.
A total of **3** units of competency must be completed.

Unit/s	
TLIB9209A	**Operate minor mechanical equipment**
TLIB8509A	**Apply track fundamentals**
TLIC4109A	**Operate self-propelled equipment on track**

Pathway
This skill set is to be undertaken in addition to the Core Units from the Certificate II in Rail Infrastructure (Track Work) and targets those rail track workers who will operate basic mechanical/hydraulic on-track self-propelled equipment and road/rail equipment when operated in rail mode.

Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.

Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of rail plant operation. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as a rail plant operator within the general rail infrastructure environment.

Rail Adjustment Skill Set

Target Group:	
This is a skill set covering the role of Rail Adjustor within the general rail infrastructure environment.	
A total of **2** units of competency must be completed.	
Unit/s	
TLIB9309A	**Clean equipment and restore worksite**
TLIB10209A	**Adjust rail**
Pathway	
This skill set is to be undertaken in addition to the Core Units from the Certificate II in Rail Infrastructure (Track Work) and targets those rail track workers who will adjust rail.	
Licensing and regulatory requirements	
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.	
Suggested words for Statement of Attainment	
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of rail adjustment. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as a rail adjustor within the general rail infrastructure environment.	

Ultrasonic Rail Testing Skill Set

Target Group:	
This is a skill set covering the role of ultrasonic rail tester within the general rail infrastructure environment.	
A total of **1** unit of competency must be completed.	
Unit/s	
TLIS1009A	**Test rail using ultrasonic equipment**
Pathway	
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Track Work) or a recognised qualification in Non-Destructive Testing (NDT) equivalent to a Certificate II or above. It targets those rail track workers who will also test rail using ultrasonic equipment.	
Licensing and regulatory requirements	
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.	
Suggested words for Statement of Attainment	
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of ultrasonic testing of rail. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as an ultrasonic rail tester operating within the general rail infrastructure environment.	

Ultrasonic Points and Crossings Testing Skill Set

Target Group:	
This is a skill set covering the role of ultrasonic points and crossings tester within the general rail infrastructure environment.	
A total of **2** units of competency must be completed.	
Unit/s	
TLIS1009A	**Test rail using ultrasonic equipment**
TLIS1109A	**Test rail using nondestructive testing equipment**
Pathway	
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Track Work) or a recognised qualification in Non-Destructive Testing (NDT) equivalent to a Certificate II or above. It targets those rail track workers who will also test points and crossings using ultrasonic equipment.	
Licensing and regulatory requirements	
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.	
Suggested words for Statement of Attainment	
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of ultrasonic testing of points and crossings. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as an ultrasonic points and crossings tester operating within the general rail infrastructure environment.	

Aluminothermic Welding Skill Set

Target Group:	
This is a skill set covering the role of aluminothermic welder within the general rail infrastructure environment.	
A total of **2** units of competency must be completed.	
Unit/s	
TLIW1509A	**Weld rail using aluminothermic welding process**
CPCCSF2003A	**Cut and bend materials using oxy/LPG equipment**
Pathway	
This skill set is additional to Certificate II Rail Infrastructure and targets those rail track workers who will carry out aluminothermic welding.	
Licensing and regulatory requirements	
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.	
Suggested words for Statement of Attainment	
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of aluminothermic welding operation. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as an aluminothermic welder within the general rail infrastructure environment.	

Flashbutt Welding Skill Set

Target Group:
This is a skill set covering the role of flashbutt welder within the general rail infrastructure environment.
A total of **1** unit of competency must be completed.
Unit/s
TLIW1609A   **Weld rail using flashbutt welding process**
Pathway
This skill set is additional to Certificate II Rail Infrastructure and targets those rail track workers who will carry out flashbutt welding.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of flashbutt welding operation. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as a flashbutt welder within the general rail infrastructure environment.

Electric/Track Welding Skill Set

Target Group:
This is a skill set covering the role of electric/track welder within the general rail infrastructure environment.
A total of **1** unit of competency must be completed.
Unit/s
TLIW1409A   **Weld rail using electric welding process**
Pathway
This skill set is additional to Certificate II Rail Infrastructure and targets those rail track workers who will carry out electric/track welding.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs of electric/track welding operation. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as an electric/track welder within the general rail infrastructure environment.

Repairing Concrete/Masonry Structures Skill Set

Target Group:
This is a skill set covering the role of concrete/masonry structures repairer within the general rail infrastructure environment.
A total of **2** units of competency must be completed.

Unit/s	
CPCCSF2003A	**Cut and bend materials using oxy/LPG equipment**
TLIB9609A	**Repair concrete/masonry structures**

Pathway
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Structures) and targets those workers who will also repair concrete/masonry structures.

Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.

Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs for repairing concrete/masonry structures. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as a concrete/masonry structures repairer operating within the general rail infrastructure environment.

Repairing Steel Structures Skill Set

Target Group:
This is a skill set covering the role of steel structures repairer within the general rail infrastructure environment.
A total of **3** units of competency must be completed.

Unit/s	
CPCCSF2003A	**Cut and bend materials using oxy/LPG equipment**
CPCCPD3010A	**Apply protective paint coating systems**
TLIB8209A	**Repair steel structures**

Pathway
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Structures) and targets those workers who will also repair steel structures.

Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.

Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs for repairing steel structures. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as a steel structures repairer operating within the general rail infrastructure environment.

Repairing Timber Structures Skill Set

Target Group:
This is a skill set covering the role of timber structures repairer within the general rail infrastructure environment.
A total of **2** units of competency must be completed.
Unit/s
CPCCSF2003A   **Cut and bend materials using oxy/LPG equipment** **TLIB8109A**   **Repair timber structures**
Pathway
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Structures) and targets those workers who will also repair timber structures.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs for repairing timber structures. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working as a timber structures repairer operating within the general rail infrastructure environment.

Installing Transoms Skill Set

Target Group:
This is a skill set covering a role which includes installing transoms within the general rail infrastructure environment.
A total of **2** units of competency must be completed.
Unit/s
TLIS1309A   **Install minor structures** **TLIX2109A**   **Install and replace transoms**
Pathway
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Structures) and targets those workers who will also install transoms.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs for installing transoms. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working within the general rail infrastructure environment who is required to install transoms.

Installing Minor Structures Skill Set

Target Group:
This is a skill set covering a role which includes installing transoms within the general rail infrastructure environment.
A total of **1** unit of competency must be completed.
Unit/s
TLIS1309A   **Install minor structures**
Pathway
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Structures) and targets those workers who will also install minor structures.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs for installing minor structures. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working within the general rail infrastructure environment who is required to install minor structures.

Maintain Bridge Bearings Skill Set

Target Group:
This is a skill set covering a role which includes carrying out maintenance of bridge bearings within the general rail infrastructure environment.
A total of **1** unit of competency must be completed.
Unit/s
TLIB8309A   **Maintain bridge bearings**
Pathway
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Structures) and targets those workers who will also install minor structures.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs for installing minor structures. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working within the general rail infrastructure environment who is required to maintain bridge bearings.

Turnout Building Skill Set

Target Group:
This is a skill set covering a role which includes building turnouts (points, switches and/or crossings) within the general rail infrastructure environment. A total of **1** unit of competency must be completed.
Unit/s
TLIX3109A   **Install points and crossings**
Pathway
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Track Work) and 5 years experience or the Certificate III in Transport and Logistics (Rail Infrastructure) and targets those workers who will also build turnouts.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs for building turnouts. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working within the general rail infrastructure environment who is required to build turnouts.

Turnout Maintaining Skill Set

Target Group:
This is a skill set covering a role which includes maintaining turnouts (points, switches and/or crossings) within the general rail infrastructure environment. A total of **3** units of competency must be completed.
Unit/s
TLIB9509A   **Check and repair points and crossings** **TLIW1209A**   **Grind rails** **TLIW1309A**   **Grind switches and crossings**
Pathway
This skill set is to be undertaken in addition to the Certificate II in Rail Infrastructure (Track Work) and 5 years experience or the Certificate III in Transport and Logistics (Rail Infrastructure) and targets those workers who will also maintain turnouts.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs for maintaining turnouts. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working within the general rail infrastructure environment who is required to maintain turnouts.

Track Protection Coordination Skill Set

Target Group:
This is a skill set covering a role which includes coordinating the unloading of ballast within the general rail infrastructure environment.
A total of 1 unit of competency must be completed.
Unit/s
TLIW207B   **Coordinate and manage track protection**
Pathway
This skill set is to be undertaken in addition to the Certificate III in Transport and Logistics (Rail Infrastructure) and targets those workers who will also coordinate track protection activities as a part of their role.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs for maintaining turnouts. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working within the general rail infrastructure environment who is required to coordinate track protection activities.

Examining Concrete/Masonry Structures Skill Set

Target Group:
This is a skill set covering a role which includes examining concrete/masonry structures within the general rail infrastructure environment.
A total of **1** unit of competency must be completed.
Unit/s
TLIB9809A   **Examine concrete/masonry structures**
Pathway
This skill set is to be undertaken in addition to the Certificate III in Transport and Logistics (Rail Infrastructure) and targets those workers who will also examine concrete/masonry structures.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs for examining concrete/masonry structures. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working within the general rail infrastructure environment who is required to examine concrete/masonry structures.

Examining Steel Structures Skill Set

Target Group:
This is a skill set covering a role which includes examining steel structures within the general rail infrastructure environment.
A total of **5**units of competency must be completed.
Unit/s
TLIB8809A   **Examine steel structures**
MEM18001C   **Use hand tools**
MEM24001B   **Perform basic penetrant testing**
MEM24003B   **Perform basic magnetic particle testing**
MEM24012B   **Apply metallurgy principles**
Pathway
This skill set is to be undertaken in addition to the Certificate III in Transport and Logistics (Rail Infrastructure) and targets those workers who will also examine steel structures.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs for examining steel structures. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working within the general rail infrastructure environment who is required to examine steel structures.

Examining Timber Structures Skill Set

Target Group:
This is a skill set covering a role which includes examining timber structures within the general rail infrastructure environment.
A total of **1** unit of competency must be completed.
Unit/s
TLIB8709A   **Examine timber structures**
Pathway
This skill set is to be undertaken in addition to the Certificate III in Transport and Logistics (Rail Infrastructure) and targets those workers who will also examine timber structures.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
These competencies from the TLI07 Transport & Logistics Training Package meet the needs for examining timber structures. The competencies are drawn from a nationally endorsed Training Package, and provide the skills and knowledge for a person working within the general rail infrastructure environment who is required to examine timber structures.

Integrated Logistics Support (ILS) Practitioner Skill Set

Target Group:	
Those individuals working as a specialist ILS practitioner.	
A total of **7** units of competency must be completed.	
Unit/s	
TLIY708A	**Implement and monitor integrated logistics support plans**
TLIY808A	**Conduct integrated logistics support activities**
TLIY908A	**Apply integrated logistics support processes and procedures**
TLIY2808A	**Apply knowledge of logistics**
TLIY3008A	**Apply knowledge of materiel sustainment**
PSPGOV404B	**Develop and implement work unit plans**
PSPPROC302A	**Undertake basic procurement**
Pathway	
This Skill Set contributes to the Certificate IV in Materiel Logistics within the TLI07 Transport and Logistics Training Package.	
Licensing and regulatory requirements	
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.	
Suggested words for Statement of Attainment	
This skill set meets the requirements to be able to work as a specialist integrated logistics support practitioner.	

Logistics Sustainment Practitioner Skill Set

Target Group:	
Those individuals working as a specialist logistics practitioner in materiel sustainment.	
A total of **7** units of competency must be completed.	
Unit/s	
TLIY1608A	Implement and monitor materiel sustainment plans
TLIY1708A	Conduct materiel sustainment activities
TLIY1808A	Apply materiel sustainment processes and procedures
TLIY2808A	Apply knowledge of logistics
TLIY2908A	Apply knowledge of integrated logistics support
PSPGOV404B	Develop and implement work unit plans
PSPPROC302A	Undertake basic procurement
Pathway	
This skill set contributes to the Certificate IV in Materiel Logistics within the TLI07 Transport and Logistics Training Package.	
Licensing and regulatory requirements	
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.	
Suggested words for Statement of Attainment	
This skill set meets the requirements to be able to work as a logistics sustainment practitioner.	

Integrated Logistics Support Inventory Controller Skill Set

Target Group:
Those with functional responsibility for the control of inventory and includes defining stockholding policy, usage rates, demand management, performance management and disposal.
A total of **7** units of competency must be completed.
Unit/s
TLIQ1507A   **Manage assets**
TLIR107C   **Monitor supplier performance**
TLIY2808A   **Apply knowledge of logistics**
TLIY3008A   **Apply knowledge of materiel sustainment**
TLIY3508A   **Maintain technical data and information**
PSPGOV404B   **Develop and implement work unit plans**
PSPPROC302A   **Undertake basic procurement**
Pathway
This skill set contributes to the Certificate IV in Materiel Logistics within the TLI07 Transport and Logistics Training Package.
Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.
Suggested words for Statement of Attainment
This skill set meets the requirements to be able to control line items or fleets within a supply system in an acquisition environment.

Logistics Inventory Controller Skill Set

Target Group:
Those with functional responsibility for the control of inventory and includes defining stockholding policy, usage rates, demand management, performance management and disposal.
A total of **7** units of competency must be completed.

Unit/s	
TLIQ1507A	**Manage assets**
TLIR107C	**Monitor supplier performance**
TLIY2808A	**Apply knowledge of logistics**
TLIY2908A	**Apply knowledge of integrated logistics support**
TLIY3508A	**Maintain technical data and information**
PSPGOV404B	**Develop and implement work unit plans**
PSPPROC302A	**Undertake basic procurement**

Pathway
This skill set contributes to the Certificate IV in Materiel Logistics within the TLI07 Transport and Logistics Training Package.

Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.

Suggested words for Statement of Attainment
This skill set meets the requirements to be able to control line items or fleets within a supply system in a logistics environment.

Logistics Configuration Management Skill Set

Target Group:
Those required to apply technical and administrative direction and surveillance to identifying and documenting the functional and physical characteristics of a configuration item, to control changes to those characteristics and to record and report change processing and implementation status.
A total of **4** units of competency must be completed.

Unit/s	
TLIY2208A	**Implement and monitor configuration management plans**
TLIY2308A	**Conduct configuration management activities**
TLIY2408A	**Apply configuration management processes and procedures**
TLIY3208A	**Apply knowledge of technical regulatory framework**

Pathway
This skill set contributes to the Certificate IV in Materiel Logistics within the TLI07 Transport and Logistics Training Package.

Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.

Suggested words for Statement of Attainment
This skill set meets the requirements to be able to conduct configuration management.

Integrated Logistics Support Management Skill Set

Target Group:
Those individuals working as ILS Managers.
A total of **4** units of competency must be completed.

Unit/s	
TLIY308A	**Develop and review integrated logistics support plans**
TLIY408A	**Develop integrated logistics support processes and procedures**
TLIY508A	**Manage integrated logistics support operations**
TLIY1008A	**Provide specialist integrated logistics support advice**

Pathway
This skill set contributes to the Diploma of Materiel Logistics within the TLI07 Transport and Logistics Training Package.

Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.

Suggested words for Statement of Attainment
This skill set meets the requirements of integrated logistics support management function.

Logistics Sustainment Management Skill Set

Target Group:
Those individuals working as Logistics Sustainment Managers.
A total of **4** units of competency must be completed.

Unit/s	
TLIY1208A	**Develop and review materiel sustainment plans**
TLIY1308A	**Develop materiel sustainment processes and procedures**
TLIY1408A	**Manage materiel sustainment operations**
TLIY1908A	**Provide specialist materiel sustainment advice**

Pathway
This skill set contributes to the Diploma of Materiel Logistics within the TLI07 Transport and Logistics Training Package.

Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.

Suggested words for Statement of Attainment
This skill set meets the requirements of logistics sustainment management function.

Logistics Product Management Skill Set

Target Group:
Those individuals required to manage line items or fleets within a supply system. It includes management of the line item or fleet from supplier, through the supply chain to the client, and includes maintenance processes.
A total of **5** units of competency must be completed.

Unit/s	
TLIL5507A	**Manage a supply chain**
TLIQ1507A	**Manage assets**
TLIR1407A	**Manage suppliers**
TLIY1408A	**Manage materiel sustainment operations**
TLIY2908A	**Apply knowledge of integrated logistics support**

Pathway
This skill set contributes to the Diploma of Materiel Logistics within the TLI07 Transport and Logistics Training Package.

Licensing and regulatory requirements
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.

Suggested words for Statement of Attainment
This skill set meets the requirements to be able to manage line items or fleets within a supply system.

Logistics Executive Management Skill Set

Target Group:	
Those individuals moving into materiel logistics executive management streams.	
A total of **6** units of competency must be completed.	
Unit/s	
BSBMGT605B	**Provide leadership across the organisation**
BSBRSK501A	**Manage risk**
PSPGOV602B	**Establish and maintain strategic networks**
PSPGOV605A	**Persuade and influence opinion**
PSPGOV606A	**Prepare high-level/sensitive written materials**
PSPPOL603A	**Manage policy implementation**
Pathway	
This skill set contributes to the Advanced Diploma of Materiel Logistics within the TLI07 Transport and Logistics Training Package.	
Licensing and regulatory requirements	
Readers should ensure that they have also read the part of the Training Package that outlines licensing and regulatory requirements.	
Suggested words for Statement of Attainment	
This skill set meets the requirements of executive managers within the specific area of materiel logistics.	