



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **TLIB3112A Prepare electric passenger train as part of guard duties**

**Release: 1**

## **TLIB3112A Prepare electric passenger train as part of guard duties**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Unit Descriptor**

This unit involves the skills and knowledge required as part of guard duties to check and assess the operational capabilities of equipment when preparing an electric passenger train prior to entering service. Actions are completed in accordance with workplace requirements, including carrying out pre-preparation checks; inspecting, starting and testing equipment; checking equipment; carrying out visual checks and reporting the results of inspection and testing in accordance with workplace procedures and relevant regulatory requirements. Licensing or certification requirements are not applicable to this unit.

### **Application of the Unit**

#### **Application of the Unit**

Work must be carried out in accordance with codes/regulations and workplace requirements relevant to the preparation of an electric passenger train.

Safety checks and equipment tests are performed without supervision.

Work involves the application of regulatory requirements and workplace procedures to the preparation of an electric passenger train.

### **Licensing/Regulatory Information**

Refer to Unit Descriptor

### **Pre-Requisites**

Not Applicable

## **Employability Skills Information**

**Employability Skills**            This unit contains employability skills.

## **Elements and Performance Criteria Pre-Content**

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the evidence guide.

## Elements and Performance Criteria

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>
<b>1 Pre-preparation checks</b>	<p>1.1 Location of train is determined in accordance with allocation procedures</p> <p>1.2 Organisational safety controls are identified and acted upon</p> <p>1.3 Relevant OH&amp;S requirements are followed to prevent injury and damage</p>
<b>2 Inspect, start and test equipment</b>	<p>2.1 Required checks, procedures and standards are identified</p> <p>2.2 Relevant equipment is inspected in accordance with workplace pre-operational functional safety check procedures and operational instructions</p> <p>2.3 Following start-up, relevant equipment and components are tested in accordance with workplace procedures</p> <p>2.4 Aspects of equipment found to be outside operational specifications are reported and/or recorded for appropriate action</p> <p>2.5 Warning systems are checked for operational effectiveness</p> <p>2.6 Control systems are checked in accordance with workplace policies and procedures</p> <p>2.7 Visual inspection of train braking systems is conducted to ensure compliance with organisational specifications</p>
<b>3 Check equipment and carry out visual inspection of the train</b>	<p>3.1 Visual inspection is conducted in accordance with workplace procedures to identify any defects that would prevent safe transit</p> <p>3.2 Communication is maintained with relevant personnel to ensure safe, efficient and complete inspection</p> <p>3.3 Condition of the train consist is visually inspected and faults are rectified and/or reported</p> <p>3.4 Conditions requiring urgent action are noted and appropriate action is taken to initiate immediate response</p> <p>3.5 Passenger facilities are checked to ensure that they are clean and fit for service</p> <p>3.6 Passenger operated equipment is visually checked to ensure operational readiness</p>
<b>4 Record and report faults/defects</b>	<p>4.1 Faults/defects are accurately recorded and/or reported in accordance with workplace requirements</p> <p>4.2 Accurate records are kept in accordance with workplace requirements</p> <p>4.3 Potential defects which may affect the future safety of the equipment are recorded and/or reported</p>

## Required Skills and Knowledge

### REQUIRED KNOWLEDGE AND SKILLS

This describes the essential knowledge and skills and their level required for this unit.

#### Required knowledge:

- Workplace procedures and policies for the checking and assessing of the operational capability of equipment when preparing an electric passenger train for service
- The characteristics, capabilities and limitations of the equipment
- Problems that may occur when preparing an electric passenger train for service and appropriate action that can be taken to resolve the problems
- Operational safety requirements when preparing an electric passenger train for service
- Housekeeping standards procedures required in the workplace

#### Required skills:

- Communicate effectively with others while preparing an electric passenger train for service
- Read and interpret instructions, procedures, information, labels and signs relevant to preparing an electric passenger train for service
- Interpret and follow operational instructions and prioritise work
- Complete documentation related to preparing an electric passenger train for service
- Work collaboratively with others when preparing an electric passenger train for service
- Promptly report and/or rectify any identified problems, faults or malfunctions in accordance with regulatory requirements and workplace procedures
- Implement contingency plans for unplanned events
- Apply precautions and required action to minimise, control or eliminate hazards that may exist during work activities
- Monitor work activities in terms of planned schedule
- Modify activities depending on differing operational contingencies, risk situations and environments
- Apply fatigue management knowledge and techniques
- Work systematically with required attention to detail without injury to self or others, or damage to goods or equipment
- Operate and adapt to differences in equipment in accordance with standard operating procedures
- Select and use required personal protective equipment conforming to industry and OH&S standards
- Select and use relevant equipment and communications technology when checking and assessing the operational capability of equipment

## Evidence Guide

### EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required knowledge and skills, the range statement and the assessment guidelines for this Training Package.

#### **Critical aspects for assessment and evidence required to demonstrate competency in this unit**

- The evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria of this unit and include demonstration of applying:
  - the underpinning knowledge and skills
  - relevant legislation and workplace procedures
  - other relevant aspects of the range statement
- Assessment must include exercises which demonstrate competent performance of the following in a range of situations:
  - identifying typical faults/defects that may occur on electric passenger trains
  - assisting in checking and testing train equipment to workplace requirements
  - visually inspecting the interior of an electric passenger train
  - reporting and/or recording faults and inoperable equipment
  - completing preparation within agreed timeframes

#### **Context of and specific resources for assessment**

- Performance is demonstrated consistently over a period of time and in a suitable range of contexts
- Resources for assessment include:
  - a range of relevant exercises, case studies and/or other simulated practical and knowledge assessment, and/or
  - access to an appropriate range of relevant operational situations in the workplace
- In both real and simulated environments, access is required to:
  - relevant and appropriate materials and equipment, and
  - applicable documentation including workplace procedures, regulations, codes of practice and operation manuals

## EVIDENCE GUIDE

### Method of assessment

- Assessment of this unit must be undertaken by a registered training organisation
- As a minimum, assessment of knowledge must be conducted through appropriate written/oral tests
- Practical assessment must occur:
  - through activities in an appropriately simulated environment, and/or
  - in an appropriate range of situations in the workplace

## Range Statement

### RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance.

- |  |  |
|--|--|
| Work may be conducted in:                                  | <ul style="list-style-type: none"> <li>• a range of work environments</li> <li>• by day or night</li> </ul>  |
| Workplaces may comprise:                                   | <ul style="list-style-type: none"> <li>• large, medium or small worksites</li> </ul>   |
| Work may be conducted in:                                  | <ul style="list-style-type: none"> <li>• limited or restricted spaces</li> <li>• exposed conditions</li> <li>• controlled or open environments</li> </ul>  |
| Purpose of equipment checking and inspection is to ensure: | <ul style="list-style-type: none"> <li>• it is free from damage, leaks and obstructions that may prejudice safety or limit operational capability</li> <li>• it operates within prescribed limits</li> </ul>   |
| Visual checks may include but are not limited to:          | <ul style="list-style-type: none"> <li>• pressure over/under specification</li> <li>• fluid leaks</li> <li>• temperature over/under specifications</li> <li>• cracks, surface or structural faults or other damage</li> <li>• tightness of bolts, fixtures and fittings within specifications</li> </ul> |
| Records/results of pre-operation tests may include:        | <ul style="list-style-type: none"> <li>• details of faulty equipment or specific components</li> <li>• action taken</li> <li>• results of testing</li> <li>• details of repair and maintenance work to be undertaken</li> </ul>  |
| Operational checks may be performed by:                    | <ul style="list-style-type: none"> <li>• operating/checking the functionality of various pieces of safety and component equipment (where applicable)</li> </ul>  |
| Consultative processes may                                 | <ul style="list-style-type: none"> <li>• workplace personnel</li> </ul>  |

## RANGE STATEMENT

involve:

- supervisors and managers
- official representatives

Depending on the type of organisation concerned and the local terminology used, workplace procedures may include:

- company procedures
- enterprise procedures
- organisational procedures
- established procedures

Personal protective equipment may include:

- gloves
- safety headwear and footwear
- safety glasses
- high visibility clothing

Communication in the work area may include:

- two-way radios
- telephones/mobile phones
- train to base radio
- hand signals
- flags
- oral
- written instructions

Information/documents may include:

- workplace procedures and policies for the preparation of electric passenger trains
- manufacturers specifications for equipment/tools
- supplier instructions
- relevant OH&S requirements and policies
- relevant Australian standards and certification requirements
- material safety data sheets where applicable
- relevant legislation, regulations and related documentation
- award, enterprise bargaining agreement and other industrial arrangements
- quality assurance procedures
- emergency procedures

Applicable regulations and legislation may include:

- legislated rail safety requirements including acts and regulations from the applicable state/territory together with any nationally approved compliance codes and/or guidelines
- relevant standards, codes and regulations pertaining to the checking and operation of the equipment concerned
- relevant state OH&S legislation
- relevant state environmental protection legislation
- workplace relations regulations including equal opportunity, equal employment opportunity and affirmative action legislation



## **RANGE STATEMENT**

- workers compensation regulations

## **Unit Sector(s)**

Not Applicable

## **Competency Field**

**Competency Field**                      B - Equipment Checking and Maintenance