



**Australian Government**

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

# **PSPTRAN404A Conduct detailed vehicle examination**

**Release 3**

## PSPTRAN404A Conduct detailed vehicle examination

### Modification History

Release	TP Version	Comments
3	PSP12V1	Unit descriptor edited.
2	PSP04V4.2.	Layout adjusted. No changes to content.
1	PSP04V4.1	Primary release.

### Unit Descriptor

This unit covers conducting and documenting vehicle examinations and confirming of vehicle compliance and serviceability/safety, undertaken at an authorised inspection location. It includes preparing for and conducting a detailed inspection, determining correct dimensions/configurations, recording and reviewing inspection findings, and reporting and acting on the findings.

In practice, conducting detailed vehicle examinations may overlap with other generalist or specialist public sector work activities such as promoting ethical practice and compliance with legislation, coordinating resources, undertaking research and analysis.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

### Application of the Unit

Not applicable.

### Licensing/Regulatory Information

Not applicable.

### Pre-Requisites

Not applicable.

## **Employability Skills Information**

This unit contains employability skills.

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

Elements are the essential outcomes of the unit of competency. Together, performance criteria specify the requirements for competent performance. Text in ***bold italics*** is explained in the Range Statement following.

## Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare for detailed inspection	1.1 Type of <i>inspection</i> is identified. 1.2 Situation is assessed with regard to personal safety and the safety of others in accordance with organisational requirements. 1.3 Boundaries of the inspection are identified and confirmed with relevant personnel. 1.4 Materials and <i>equipment</i> required to conduct the inspection are checked and prepared. 1.5 Information is accessed and interpreted from relevant sources to enable the inspection to conform to specified standards and procedures.
2. Conduct detailed inspection	2.1 <i>Vehicle inspection</i> is carried out using approved methods and equipment, taking into consideration the specifications and tolerances relative to the vehicle. 2.2 Mechanical components are identified and inspected. 2.3 Vehicle components are measured accurately. 2.4 Occupational health and safety legislation, codes of practice, policies and procedures are observed during the examination.
3. Determine correct dimensions/ configurations	3.1 Relevant guidelines are referenced when necessary. 3.2 Information is interpreted and procedures are followed in accordance with guidelines.
4. Record and review inspection findings	4.1 Required documentation and evidence are obtained, completed and kept in accordance with organisational policies and procedures. 4.2 When appropriate, consultations with <i>stakeholders</i> are conducted to verify accuracy and validity of findings. 4.3 Findings are assessed for non-compliance.
5. Report and act on findings	5.1 Inspection findings are reported to <i>relevant person/s</i> in accordance with organisational policy and procedures.. 5.2 Supporting information and explanations are provided as required. 5.3 <i>Documentation and records</i> are prepared and filed in accordance with the organisation's requirements. 5.4 Issues arising from the inspection which require further action are identified, reported and acted on, in accordance with organisational policy and procedures.

## Required Skills and Knowledge

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

### Skill requirements

Look for evidence that confirms skills in:

- using effective communication including interviewing, questioning, negotiation and non-verbal communication with a diverse range of people
- responding to diversity, including gender and disability
- undertaking analysis and observation
- working as part of a team
- using information technology for preparing findings and writing reports
- using detailed inspection methodologies, including safe work practices
- using equipment and technology
- applying public sector legislation such as occupational health and safety and environmental procedures in the context of detailed vehicle examination

### Knowledge requirements

Look for evidence that confirms knowledge and understanding of:

- organisational policies and procedures
- National Road Transport Commission guidelines
- vehicle components and procedures
- legislation and regulations, including Australian Design Rules
- powers of transport inspector under jurisdictional legislation
- functions and roles of other professionals
- principles of risk management
- occupational health and safety in the context of detailed vehicle examinations

## Evidence Guide

The Evidence Guide specifies the evidence required to demonstrate achievement in the unit of competency as a whole. It must be read in conjunction with the Unit descriptor, Performance Criteria, the Range Statement and the Assessment Guidelines for the Public Sector Training Package.

### Units to be assessed together

- *Pre-requisite* units that must be achieved prior to this unit: *Nil*
- *Co-requisite* units that must be assessed with this unit: *Nil*
- *Co-assessed units* that may be assessed with this unit to increase the efficiency and realism of the assessment process include, but are not limited to:
  - PSPETHC401A Uphold and support the values and principles of public service
  - PSPGOV406B Gather and analyse information
  - PSPGOV408A Value diversity
  - PSPLEGN401A Encourage compliance with legislation in the public sector
  - PSPOHS401B Implement workplace safety procedures and programs
  - PSPREG401C Exercise regulatory powers
  - PSPREG402C Promote client compliance
  - PSPREG403B Assess compliance
  - PSPREG405B Act on non-compliance

### Overview of evidence requirements

In addition to integrated demonstration of the elements and their related performance criteria, look for evidence that confirms:

- the knowledge requirements of this unit
- the skill requirements of this unit
- application of the Employability Skills as they relate to this unit (see Employability Summaries in Qualifications Framework)
- detailed vehicle examinations conducted in a range of (3 or more) contexts (or occasions, over time)

### Resources required to carry out assessment

These resources include:

- legislation, policy, procedures and protocols relating to detailed vehicle examinations
- case studies and workplace scenarios to capture the range of situations likely to be encountered when conducting detailed vehicle examinations

### Where and how to assess evidence

Valid assessment of this unit requires:

- a workplace environment or one that closely resembles

normal work practice and replicates the range of conditions likely to be encountered when conducting detailed vehicle examinations, including coping with difficulties, irregularities and breakdowns in routine

- detailed vehicle examinations conducted in a range of (3 or more) contexts (or occasions, over time)

Assessment methods should reflect workplace demands, such as literacy, and the needs of particular groups, such as:

- people with disabilities
- people from culturally and linguistically diverse backgrounds
- Aboriginal and Torres Strait Islander people
- women
- young people
- older people
- people in rural and remote locations

Assessment methods suitable for valid and reliable assessment of this competency may include, but are not limited to, a combination of 2 or more of:

- case studies
- demonstration
- observation
- questioning
- scenarios
- simulation or role plays
- authenticated evidence from the workplace and/or training courses

**For consistency of assessment**

Evidence must be gathered over time in a range of contexts to ensure the person can achieve the unit outcome and apply the competency in different situations or environments

## Range Statement

The Range Statement provides information about the context in which the unit of competency is carried out. The variables cater for differences between States and Territories and the Commonwealth, and between organisations and workplaces. They allow for different work requirements, work practices and knowledge. The Range Statement also provides a focus for assessment. It relates to the unit as a whole. Text in ***bold italics*** in the Performance Criteria is explained here.

***Inspections*** may be:

- undertaken on all types of vehicles, including special purpose vehicles
- undertaken on loaded or unloaded vehicles
- carried out alone or in conjunction with other personnel
- undertaken in full range of diverse conditions

***Equipment*** may include:

- micrometer
- roller brake tester
- shaker plates
- jacking equipment
- gauges

***Vehicle inspection*** may include:

- air and/or electrical components
- body and ancillary components
- brakes
- chassis and trailing items (hoses etc)
- draw gear
- exhaust and noise level
- ground clearance
- load securing devices (chains, ropes, pins etc)
- locking and securing devices
- noise and emissions
- oil leaks
- out-of-gauge fifth wheel conditions
- steering and suspensions
- vehicle modifications
- wheels and tyres

***Stakeholders*** may include:

- engineers
- manufacturers
- approved persons
- vehicle owner/operator
- government agencies

***Relevant person/s*** may include:

- senior transport inspector
- authorised transport inspectors



***Documentation and records*** may include:

- other operational personnel
- vehicle owner/operator
- defect notice books
- departmental requirements
- transport instructions
- incident reports
- safeworking forms or instructions
- caution
- offence report books

### **Unit Sector(s)**

Not applicable.

### **Competency field**

Road Transport Compliance.