



**Australian Government**

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

# **TDTC897B Drive coach/bus**

**Release: 1**

## **TDTC897B Drive coach/bus**

### **Modification History**

Not applicable.

### **Unit Descriptor**

Field C Driving vehicle

This unit involves the skills and knowledge required to drive a passenger coach/bus safely including systematic and efficient control of all coach/bus functions; monitoring of traffic and road conditions; management of coach/bus condition and performance; and effective management of hazardous situations. Assessment of this unit will usually be undertaken within a licensing examination conducted by, or under the authority of, the relevant State/Territory Road Traffic Authority

Persons achieving competence in this unit will need to fulfil all of the relevant State/Territory learner permit or driver licence requirements before driving a coach or bus on a public road.

Field C Driving vehicle

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Persons achieving competence in this unit will need to fulfil all of the relevant State/Territory learner permit or driver licence requirements before driving a coach or bus on a public road.

### **Application of the Unit**

Not applicable.

### **Licensing/Regulatory Information**

Refer to Unit Descriptor

### **Pre-Requisites**

Not applicable.

### **Employability Skills Information**

Not applicable.

## Elements and Performance Criteria Pre-Content

Not applicable.

## Elements and Performance Criteria

### Elements and Performance Criteria

Element	Performance Criteria
1 Drive the coach	<p>1.1 The coach/bus is started, steered, manoeuvred, positioned and stopped in accordance with traffic regulations and manufacturer's instructions</p> <p>1.2 Engine power is managed to ensure efficiency and performance and to minimise engine and transmission damage</p> <p>1.3 Engine operation is maintained within manufacturer's specified torque range and temperature through effective transmission use</p> <p>1.4 Braking system of coach/bus is managed and operated to ensure effective control of the coach/bus under all conditions</p> <p>1.5 Driving hazards are identified and/or anticipated and avoided or controlled through defensive driving</p> <p>1.6 The coach/bus is driven in reverse, maintaining visibility and achieving accurate positioning</p> <p>1.7 The coach/bus is parked, shut down and secured in accordance with manufacturer's specifications, traffic regulations and workplace procedures</p> <p>1.8 Appropriate procedures are followed in the event of a driving emergency</p>
2 Monitor traffic and road conditions	<p>2.1 The most efficient route of travel is taken through monitoring and anticipation of traffic flows and conditions, road standards and other factors likely to cause delays or route deviations</p> <p>2.2 Traffic and road conditions are constantly monitored and acted upon to enable safe operation and ensure no injury to people or damage to property, equipment, loads and facilities</p>

- 3 Monitor and maintain coach/bus performance
  - 3.1 Coach/bus performance is maintained through pre-operational inspections and checks of the coach/bus and ancillary equipment
  - 3.2 Performance and efficiency of coach/bus operation is monitored during use
  - 3.3 Defective or irregular performance or malfunctions are repaired or reported to the appropriate authority
  - 3.4 Coach/bus records are maintained/updated and information is processed in accordance with workplace procedures

## **Required Skills and Knowledge**

Not applicable.

## Evidence Guide

### Critical aspects of evidence to be considered

- a. Assessment must confirm appropriate knowledge and skills to:
  - a.1. follow correct coach/bus handling procedures
  - a.2. monitor traffic and road conditions
  - a.3. carry out pre-operational checks
  - a.4. monitor and maintain vehicle performance
  - a.5. follow OHS and environmental protection procedures and regulations
  - a.6. follow emergency procedures when required

### Interdependent assessment of units

- a. This unit of competency may be assessed in conjunction with other relevant competency units that form part of a bus/coach driver's job function

### Required knowledge and skills

- a. Relevant road rules, regulations, permit and licence requirements of the relevant State/Territory road traffic authority
- b. Relevant OHS and environmental procedures and regulations
- c. Coach/bus controls, instruments and indicators and their use
- d. Coach/bus handling procedures
- e. Procedures to be followed in the event of a driving emergency
- f. Engine power management and safe driving strategies
- g. Efficient driving techniques
- h. Pre-operational checks carried out on coaches/buses and related action
- i. Differences between transmission types
- j. Fatigue management techniques
- k. Map reading and road navigation techniques
- l. Driving hazards and related defensive driving techniques
- m. Principles of stress management when driving a vehicle
- n. Factors which may cause traffic delays and diversions and related action that can be taken by a driver
- o. Workplace driving and operational instructions
- p. Causes and effects of fatigue on drivers
- q. Strategies to manage on-road fatigue
- r. Factors which increase fatigue-related accidents
- s. Lifestyles which promote the effective long-term management of fatigue
- t. Ability to read instructions, procedures and signage relevant to the driving of a coach/bus

### Resource implications

- a. Access is required to opportunities to:
  - a.1. participate in a range of exercises, case studies and other real and simulated practical and knowledge assessments that demonstrate the skills and knowledge to drive a commercial coach/bus, and/or
  - a.2. drive a commercial coach/bus in an appropriate range of operational situations

### Consistency in performance

- a. Applies underpinning knowledge and skills when:
  - a.1. driving a coach/bus
  - a.2. monitoring traffic and road conditions and taking appropriate action
  - a.3. carrying out pre-operational checks and taking appropriate action
  - a.4. monitoring and maintaining coach/bus performance

- a.5. exercising all required safety, environmental and hazard control precautions and procedures during driving operations
- a.6. communicating effectively with others when driving a coach/bus
- a.7. completing required documentation
- b. Shows evidence of application of relevant workplace procedures including:
  - b.1. relevant State/Territory roads and traffic authority driving regulations and licence requirements pertaining to the coaches and buses
  - b.2. OHS policies and procedures
  - b.3. identification of driving hazards and the use of appropriate defensive driving techniques
  - b.4. workplace procedures and instructions (including security and housekeeping procedures)
  - b.5. relevant coach/bus manufacturer's guidelines related to the driving of the coach/bus
  - b.6. environmental protection procedures when driving a coach/bus and carrying out pre-operational checks
- c. Action is taken promptly to report and/or rectify any identified coach/bus faults or malfunctions in accordance with manufacturer's instructions, road traffic authority requirements and workplace procedures
- d. Performance is demonstrated consistently over a period of time and in a suitable range of contexts
- e. Work is completed systematically with required attention to detail and without injury to self or others or damage to goods or equipment

**Context for assessment**

- a. Assessment of competence must comply with the assessment requirements of the relevant State/Territory road traffic authority
- b. Assessment of this unit must be undertaken by a Registered Training Organisation:
  - b.1. As a minimum, assessment of knowledge must be conducted through appropriate oral and/or written questioning
  - b.2. Appropriate practical assessment must occur:
    - b.2.1. at the Registered Training Organisation, and/or
    - b.2.2. in an appropriate work situation

**Critical aspects of evidence to be considered**

- a. Assessment must confirm appropriate knowledge and skills to:
  - a.1. follow correct coach/bus handling procedures
  - a.2. monitor traffic and road conditions
  - a.3. carry out pre-operational checks
  - a.4. monitor and maintain vehicle performance
  - a.5. follow OHS and environmental protection procedures and regulations
  - a.6. follow emergency procedures when required

**Interdependent assessment of units**

- a. This unit of competency may be assessed in conjunction with other relevant competency units that form part of a bus/coach driver's job function

**Required knowledge and skills**

- a. Relevant road rules, regulations, permit and licence requirements of the relevant State/Territory road traffic authority
- b. Relevant OHS and environmental procedures and regulations
- c. Coach/bus controls, instruments and indicators and their use
- d. Coach/bus handling procedures
- e. Procedures to be followed in the event of a driving emergency
- f. Engine power management and safe driving strategies

- g. Efficient driving techniques
- h. Pre-operational checks carried out on coaches/buses and related action
- i. Differences between transmission types
- j. Fatigue management techniques
- k. Map reading and road navigation techniques
- l. Driving hazards and related defensive driving techniques
- m. Principles of stress management when driving a vehicle
- n. Factors which may cause traffic delays and diversions and related action that can be taken by a driver
- o. Workplace driving and operational instructions
- p. Causes and effects of fatigue on drivers
- q. Strategies to manage on-road fatigue
- r. Factors which increase fatigue-related accidents
- s. Lifestyles which promote the effective long-term management of fatigue
- t. Ability to read instructions, procedures and signage relevant to the driving of a coach/bus

### **Resource implications**

a. Access is required to opportunities to:

- a.1. participate in a range of exercises, case studies and other real and simulated practical and knowledge assessments that demonstrate the skills and knowledge to drive a commercial coach/bus, and/or
- a.2. drive a commercial coach/bus in an appropriate range of operational situations

### **Consistency in performance**

a. Applies underpinning knowledge and skills when:

- a.1. driving a coach/bus
- a.2. monitoring traffic and road conditions and taking appropriate action
- a.3. carrying out pre-operational checks and taking appropriate action
- a.4. monitoring and maintaining coach/bus performance
- a.5. exercising all required safety, environmental and hazard control precautions and procedures during driving operations
- a.6. communicating effectively with others when driving a coach/bus
- a.7. completing required documentation
- b. Shows evidence of application of relevant workplace procedures including:
  - b.1. relevant State/Territory roads and traffic authority driving regulations and licence requirements pertaining to the coaches and buses
  - b.2. OHS policies and procedures
  - b.3. identification of driving hazards and the use of appropriate defensive driving techniques
  - b.4. workplace procedures and instructions (including security and housekeeping procedures)
  - b.5. relevant coach/bus manufacturer's guidelines related to the driving of the coach/bus
  - b.6. environmental protection procedures when driving a coach/bus and carrying out pre-operational checks
- c. Action is taken promptly to report and/or rectify any identified coach/bus faults or malfunctions in accordance with manufacturer's instructions, road traffic authority requirements and workplace procedures
- d. Performance is demonstrated consistently over a period of time and in a suitable range of contexts
- e. Work is completed systematically with required attention to detail and without injury to self or others or damage to goods or equipment

### **Context for assessment**

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## Range Statement

### General context

- a. Driving must be carried out in compliance with the licence requirements and regulations of the relevant State/Territory roads and traffic authority pertaining to the driving of a commercial coach/bus
- b. Driving is performed with limited or minimum supervision, with limited accountability and responsibility for self and others in achieving the prescribed outcomes
- c. Driving involves the application of routine vehicle driving principles and procedures to maintain the safety and operation of a commercial coach /bus across a variety of driving contexts

### Worksite environment

- a. Type of vehicle includes all coaches and buses relevant to specific licence classifications
- b. Driving may be carried out in typical road transport situations, including:
  - b.1. operations conducted at day or night
  - b.2. typical weather conditions
  - b.3. on the open road
  - b.4. on a private road
  - b.5. while at a depot, base or warehouse
  - b.6. while at a client's workplace or work site
- c. Vehicle handling procedures may include:
  - c.1. starting a vehicle
  - c.2. steering and manoeuvring a vehicle
  - c.3. accelerating and braking
  - c.4. positioning and stopping a vehicle
  - c.5. reversing a vehicle
  - c.6. operating vehicle controls, instruments and indicators
  - c.7. operating door opening and closing equipment
  - c.8. using defensive driving techniques
  - c.9. managing engine performance
- d. Pre-operational checks may include:
  - d.1. visual check of vehicle
  - d.2. checking and topping up of fluid levels
  - d.3. checks of tyre pressures
  - d.4. checks of operation of vehicle lights and indicators
  - d.5. checks of brakes
- e. Minor routine repairs may include:
  - e.1. replacement of blown globes in vehicle lights
  - e.2. replacement of broken fan belt
  - e.3. replacement of blown fuse
  - e.4. replacement of door mirrors
  - e.5. repairs to rear tail-light lens
  - e.6. changing of tyres
  - e.7. repair of tyre punctures
  - e.8. replacement of broken coolant hose
- f. Driving hazards may include (examples only):
  - f.1. wet and iced roads
  - f.2. oil on road

- f.3. animals and objects on road
- f.4. fire in vehicle
- f.5. leaking fuel
- f.6. faulty brakes
- f.7. parked vehicles on the road
- f.8. faulty steering mechanism on vehicle
- f.9. pedestrians crossing the road
- f.10. flooded sections of road
- f.11. windy sections of road
- f.12. foggy conditions
- g. Factors that can cause traffic delays and diversions may include (examples only):
  - g.1. traffic accidents
  - g.2. flooded sections of road
  - g.3. road damage
  - g.4. bridge/tunnel damage
  - g.5. road works
  - g.6. building construction
  - g.7. emergency situations such as bushfires, building fires, etc.
  - g.8. road closures for special events such as marches, parades, sporting events, etc.
  - g.9. holiday traffic
  - g.10. road closures for utility works such as electricity, water, sewerage, telecommunications, gas, etc.
- h. Depending on the type of organisation concerned and the local terminology used, workplace procedures may include:
  - h.1. company procedures
  - h.2. enterprise procedures
  - h.3. organisational procedures
  - h.4. established procedures

#### **Sources of information/documents**

- a. Documentation/records may include:
  - a.1. State/Territory coach/bus driving licence requirements
  - a.2. State/Territory road rules
  - a.3. workplace driving instructions and procedures
  - a.4. coach/bus manufacturer's instructions, specifications and recommended driving procedures including pre-operational checks of coach/bus
  - a.5. emergency procedures
  - a.6. vehicle log book or record book (where required)

#### **Applicable regulations and legislation**

- a. Applicable procedures and codes may include:
  - a.1. relevant State/Territory roads and traffic authority driving regulations and licence requirements pertaining to coaches/buses
  - a.2. relevant State/Territory road rules
  - a.4. relevant State/Territory OHS legislation
  - a.5. relevant State/Territory fatigue management regulations
  - a.6. relevant State/Territory environmental protection legislation

#### **General context**

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  - a.2. relevant State/Territory road rules
  - a.4. relevant State/Territory OHS legislation
  - a.5. relevant State/Territory fatigue management regulations
  - a.6. relevant State/Territory environmental protection legislation

## **Unit Sector(s)**

Not applicable.