



**Australian Government**

# **TLI21216 Certificate II in Driving Operations**

**Release 2**

# TLI21216 Certificate II in Driving Operations

## Modification History

**Release 2.** This is the second release of this qualification in the TLI Transport and Logistics Training Package.

Packaging rules for the elective units have been clarified.

The following unit has been added to the general elective units:

- TLIF0005 Apply a fatigue risk management system.

**Release 1.** This is first release of this qualification in the TLI Transport and Logistics Training Package.

## Qualification Description

This is a qualification for those engaged in driving operation job roles within the Transport and Logistics industry.

It involves a prescribed range of tasks involving known routines and procedures, and taking some accountability for the quality of work outcomes.

### Job roles

Job roles and titles vary across different sectors. Possible job titles relevant to this qualification include:

- Courier driver
- Express driver
- Pickup and Delivery driver
- Priority driver
- Taxi Truck driver
- Taxi driver
- Tow Truck driver.

Successful achievement of the licencing units within the qualification must align with licencing and regulatory requirements applicable to driving and state/territory regulatory requirements.

## Entry Requirements

There are no entry requirements for this qualification.

## Packaging Rules

### Packaging Rules

A total of **18 units of competency** comprising:

**6 core units** listed below **plus**

**1 licensing/industry elective unit** relevant to the vehicle type applicable to the job role from the licensing/industry elective units listed below **plus**

**All units** within one of the **specialist elective groups** (job roles) from Group A, Group B, Group C, Group D or Group E listed below **plus**

**4 general elective units** from the general elective units listed below if selecting Group E **or**

**5 general elective units** from the general elective units listed below if selecting Group A, Group C, Group D **or**

**6 general elective units** from the general elective units listed below if selecting Group B.

Up to **3 of the general elective units** may be selected from any relevant nationally endorsed Training Package or accredited course. The units must contribute to the vocational outcomes of the qualification.

Elective units can only be counted once towards the qualification packaging rules i.e. if a unit is listed in both a specialist elective group and the general elective group, it can only be counted as one of the elective units required.

Where imported units are selected, care must be taken to ensure that all prerequisite units specified are complied with.

### Core units

TLID1001	Shift materials safely using manual handling methods
TLIE1005	Carry out basic workplace calculations
TLIF1001	Follow work health and safety procedures
TLIF2010	Apply fatigue management strategies
TLIH2001	Interpret road maps and navigate pre-determined routes
TLIL1001	Complete workplace orientation/induction procedures

**Licensing/Industry elective units**

TLIC1051	Operate commercial vehicle
TLIC2002	Drive light rigid vehicle
TLIC2009	Drive taxi
TLIC2012	Ride courier/delivery motorcycle
TLIC3003	Drive medium rigid vehicle
TLIC3004	Drive heavy rigid vehicle
TLILIC2014	Licence to drive a light rigid vehicle
TLILIC2015	Licence to drive a medium rigid vehicle
TLILIC2016	Licence to drive a heavy rigid vehicle

**Specialist elective units**

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

Group A: Medium Freight

Group B: Tow Truck

Group C: Taxi

Group D: Community Service

Group E: General

**Group A: Medium Freight**

TLIB2004	Carry out vehicle inspection
TLID2004	Load and unload goods/cargo
TLIE2008	Process workplace documentation
TLIF0001	Apply chain of responsibility legislation, regulations and workplace procedures
TLIF2006	Apply accident-emergency procedures
TLII1002	Apply customer service skills

**Group B: Tow Truck**

TLIB2079	Set up and secure a towing situation
TLIC3035	Manage the operation of a tow truck
TLID2004	Load and unload goods/cargo
TLIE2008	Process workplace documentation
TLII1002	Apply customer service skills

**Group C: Taxi**

TLIB2090	Use communication systems in a taxi
TLIF2072	Comply with safety and security procedures
TLIH3004	Identify major roads, services and attractions
TLII2019	Provide taxi customer service
TLIL2060	Complete induction to the transport industry
TLIP2037	Carry out financial transactions and maintain records

**Group D: Community Service**

TLIB2004	Carry out vehicle inspection
TLIC3011	Transport passengers with disabilities
TLID2004	Load and unload goods/cargo
TLIE2008	Process workplace documentation
TLIF2019	Ensure a safe on-board passenger and working environment
TLIJ2001	Apply quality procedures

**Group E: General**

TLIA1001	Secure cargo
TLIB2004	Carry out vehicle inspection
TLID2004	Load and unload goods/cargo

TLIE1003	Participate in basic workplace communication
TLIE2008	Process workplace documentation
TLIF0001	Apply chain of responsibility legislation, regulations and workplace procedures
TLII1002	Apply customer service skills

**General elective units**

TLIA1001	Secure cargo
TLIA2041	Manually sort mail and parcels
TLIA2042	Despatch mail
TLIA2043	Consolidate mail
TLIA2044	Carry out delivery operations
TLIA2045	Process international parcels and letters
TLIA2046	Process parcels and letters
TLIA2047	Stream mail
TLIB1080	Use, clean and maintain towing equipment
TLIB2004	Carry out vehicle inspection
TLIB2079	Set up and secure a towing situation
TLIB2090	Use communication systems in a taxi
TLIC1013	Ride courier/delivery bicycle
TLIC1051	Operate commercial vehicle
TLIC2012	Ride courier/delivery motorcycle
TLIC2040	Provide wheelchair accessible taxi services to passengers with disabilities
TLIC2049	Operate heavy vehicle on unsealed roads

TLIC3011	Transport passengers with disabilities
TLIC3035	Manage the operation of a tow truck
TLID2004	Load and unload goods/cargo
TLID2029	Prepare articles for delivery
TLIE1003	Participate in basic workplace communication
TLIE2008	Process workplace documentation
TLIE3004	Prepare workplace documents
TLIF0001	Apply chain of responsibility legislation, regulations and workplace procedures
TLIF0005	Apply a fatigue risk management system
TLIF2006	Apply accident-emergency procedures
TLIF2019	Ensure a safe on-board passenger and working environment
TLIF2072	Comply with safety and security procedures
TLIF3091	Apply awareness of dangerous goods and hazardous materials requirements
TLIH3002	Plan and navigate routes
TLIH3004	Identify major roads, services and attractions
TLII1002	Apply customer service skills
TLII2019	Provide taxi customer service
TLIJ2001	Apply quality procedures
TLIK2003	Apply keyboard skills
TLIK2010	Use infotechnology devices in the workplace
TLIL2060	Complete induction to the transport

	industry
TLILIC2014	Licence to drive a light rigid vehicle
TLILIC2015	Licence to drive a medium rigid vehicle
TLILIC2016	Licence to drive a heavy rigid vehicle
TLIO2021	Follow security procedures when working with goods and cargo
TLIP2030	Conduct courier/delivery cash transactions
TLIP2037	Carry out financial transactions and maintain records
TLIU1009	Monitor plant and equipment in an environmentally sustainable manner

## Qualification Mapping Information

This qualification replaces but is **not** equivalent to TLI21710 Certificate II in Road Transport Yard Operations (Freight Handler).

## Links

Companion Volume implementation guides are found in VETNet -  
<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851>