Australian Government

Assessment Requirements for TLIA0026 Check and control records and documentation

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Modification History

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

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria on at least one occasion and include:

- applying relevant legislation, regulations and workplace procedures
- communicating effectively with others when checking and controlling documentation
- monitoring work activities in terms of checking and controlling documentation to meet determined deadlines
- reading and interpreting relevant instructions, procedures and labels
- reporting and/or rectifying identified problems, faults or malfunctions in accordance with regulatory requirements and workplace procedures
- updating documentation and modifying activities depending on operational contingencies, risk situations and environments
- working collaboratively with others when checking and controlling documentation.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria and include knowledge of:

- cargo, container and goods coding, Australian Dangerous Goods (ADG) and International Maritime Dangerous Goods (IMDG) markings, and emergency information panels
- documentation relevant to specific legislative requirements
- national and international standards, codes of practice and regulations relevant to local and/or international cargo/container documentation requirements
- operational work systems, workplace procedures and policies for checking and controlling documentation for local and/or international cargo and containers
- possible problems when checking and controlling documentation and appropriate solutions
- relevant equipment, processes and procedures associated with checking and controlling documentation for local and/or international transport of cargo and containers
- relevant marking and numbering systems on cargo, stock or goods documentation
- types of cargo, containers and modes and their documentation requirements.

Assessment Conditions

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including legislation, regulations, codes of practice, workplace procedures and operation manuals.

Links

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