TLIA5058 Manage facility and inventory requirements

Release: 1

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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.

Application

his unit involves the skills and knowledge required to manage a facility and its inventory requirements, in various contexts within the transport and logistics industry.

It includes identifying space, safety and security requirements; developing a documentation system; designing storage zones and evaluating facility utilisation.

This unit generally applies to those who provide leadership of others individually or in teams.

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

Pre-requisite Unit

Not applicable.

Competency Field

A – Handling Cargo/Stock

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Identify space requirements	1.1 Organisational medium-term and long-term storage needs are assessed to facilitate planning, in accordance with the enterprise business plan and legislative requirements
	1.2 Product type, picking frequencies, value, fragility, weight, handling characteristics, quantity and holding periods are assessed to consider type and amount of storage
	1.3 Facility is assessed to determine stock holding and handling

requirements for each inventory item

		1.4	Volume requirements are calculated to ensure ongoing stock holding needs are met
		1.5	Total space requirement is calculated and used to formulate a space utilisation plan
2	**Identify safety and security requirements**	2.1	Assessment is made of risks to ensure maximum safety and security for personnel, stock and facilities
		2.2	Storage handling security and incident/emergency procedures for each class or type of product are identified and documented
		2.3	Fire prevention and firefighting systems are identified in accordance with building code regulations and storage material requirements
		2.4	Evacuation plan is developed in accordance with the enterprise safety program
3	**Develop and implement documentation system**	3.1	System for recording and tracing stock location, receival, throughput and despatch is developed and implemented to enable reporting, quality assurance and financial requirements to be met
		3.2	System for recording communication with carriers, customers and employees is developed and implemented to assess operational effectiveness and to provide data for system improvement
4	**Design storage zones**	4.1	Space requirements and equipment operation are accurately assessed to facilitate warehouse zone planning
		4.2	Assessment is made of the facility to enable the most effective use of available space
		4.3	Positioning of storage areas, bays, work stations and the like is undertaken in accordance with planning process data
		4.4	Provision for maintenance and cleaning is catered for
5	**Evaluate facility utilisation**	5.1	Continual system of review is used involving regular checks to ensure storage areas and systems are functioning at optimum levels
		5.2	Receiving and despatching systems are assessed to ensure they provide efficient operations

5.3 Storage and handling systems are assessed to ensure they provide ease of access and comply with ergonomic principles

5.4 Product handling and storage process are assessed to ensure minimisation of product damage, contamination and stock losses

5.5 Flexibility of facility layout to meet changing storage and handling requirements is maintained

5.6 Appropriate reporting systems are established and used to capture and maintain data to design improved facilities and systems

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIA5058A Manage facility and inventory requirements.

Links

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