Assessment Requirements for TLIE0004 Maintain freight records

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.

Performance Evidence

- applying relevant legislation and workplace procedures
- directing freight for loading and storage
- identifying freight including dangerous goods, and preparing and attaching appropriate documentation
- interpreting and following operational instructions, procedures and information
- operating required systems equipment to required protocol
- preparing and actioning relevant documentation
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with regulatory requirements and workplace procedures
- selecting and using relevant systems ensuring records match.

Knowledge Evidence

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

- checks for avoiding problems that may occur and appropriate action that can be taken to resolve these problems
- documentation requirements for maintaining freight records including workplace freight tracking systems
- freight transport timetables, yard/terminal facilities and site layout
- operational work systems, equipment, management and site operating systems for maintaining freight records
- relevant national and international codes and regulations relevant for maintaining freight records, including dangerous goods codes and relevant bond, quarantine or other legislative requirements
- types of goods and related handling and documentation requirements including dangerous goods and hazardous substances
- workplace procedures and policies for maintaining freight records, including relevant international codes and regulation requirements.

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

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:

- 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