Assessment Requirements for TLIE0010 Identify, analyse and report workplace data and information

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

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 and workplace procedures
- communicating and working effectively with relevant personnel when identifying, analysing and reporting workplace data and information
- completing tasks within agreed timeframes and planned schedules following relevant workplace policies and procedures
- ensuring all relevant data and information is included for presentation and using communications and presentation technology, as required
- reading, interpreting and following relevant instructions and procedures
- reporting data and information to the standard required by the workplace.

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:

- communication techniques and strategies to overcome misinterpretation of data
- potential reporting and communications problems, and appropriate actions and solutions
- principles of effective reporting and communication of data and information
- relevant technology requirements and processes
- relevant workplace procedures and compliance requirements for the identification, analysis and reporting of workplace data and information
- sources of data and information and procedures for accessing it for workplace use.

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 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