



**Australian Government**

# **TLIE2007 Use communications systems**

**Release: 3**

# TLIE2007 Use communications systems

## Modification History

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

- Minor word changes and reordering in Knowledge Evidence
- Minor statement changes in Assessment Conditions.

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

## Application

This unit involves the skills and knowledge required to use communications systems in accordance with relevant regulations and workplace procedures.

It includes identifying system features, operating a communications system effectively, using appropriate communications system protocols, maintaining equipment and completing documentation.

It involves applying established communication principles and practices, and using local technical, colloquial language and vocabulary in day-to-day communication.

Work is performed under some supervision, generally within a team environment.

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

## Pre-requisite Unit

Not applicable.

## Competency Field

E – Communication and Calculation

## 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 Check communications system requirements**

- 1.1** System features and control functions are identified
- 1.2** Impact of battery and signal levels on system's capability is determined
- 1.3** Mobile equipment is set up to optimise communication
- 1.4** Channels are selected appropriate to the communication as required

**2 Communicate using communications technology**

- 2.1** System checks are carried out to confirm communications system is operational, in accordance with manufacturer's instructions and workplace procedures
- 2.2** Communications system is operated safely in accordance with manufacturer's instructions, workplace procedures and regulatory requirements
- 2.3** Telephone and radio security are maintained in accordance with workplace procedures
- 2.4** Channel selection is appropriate for the location and type of communication
- 2.5** Messages are transmitted clearly and precisely, and user ethics and protocols are followed
- 2.6** Public address (PA) system is used, as required, to communicate with passengers and/or crew in accordance with operating procedures
- 2.7** Incoming messages are received and answered promptly and courteously in accordance with operating procedures and regulatory requirements
- 2.8** Appropriate language, protocols, procedures and codes are followed when using communications systems
- 2.9** Received messages are interpreted and recorded in accordance with workplace procedures
- 2.10** Clear and unambiguous vocal communication is used

**3 Maintain communications**

- 3.1** Equipment is checked and maintained in working order

- equipment operational status** in accordance with workplace procedures
- 3.2** Minor communications systems faults are promptly identified, diagnosed, and repaired or reported in accordance with workplace procedures
- 4 Complete documentation**
- 4.1** Appropriate communications records are maintained in accordance with workplace procedures
- 4.2** Communications records are stored/filed as required

## 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.

## Unit Mapping Information

This unit replaces and is equivalent to TLIE2007A Use communication systems.

## Links

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