



**Australian Government**

# **TLIL4034 Arrange alternative passenger transport**

**Release: 1**

# TLIL4034 Arrange alternative passenger transport

## Modification History

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 arrange alternative passenger transport in accordance with workplace requirements.

It includes identifying and confirming transport requirements, arranging alternative transport, and monitoring and updating transport arrangements.

Work involves the application of regulatory requirements, codes of practice and workplace procedures when arranging alternative passenger transport, as part of workplace activities in the transport and logistics industries.

While work is performed individually, it will generally be undertaken 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

L – Resource Management

## Unit Sector

Not applicable.

## Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

### **1 Identify and confirm transport requirements**

1.1 Need for alternative passenger transport is identified with minimal actual disruption to services

1.2 Period for which alternative transport is required is

determined from situation and services

1.3 Timetables, passenger loadings and luggage quantities are determined from workplace information systems

1.4 Requirements to cater for disabled passengers or others with specific needs are determined

1.5 Hazards are identified, risks are assessed and control measures are implemented

## **2 Arrange alternative transport**

2.1 Type and number of transport units required are determined to provide cost effective movement within workplace guidelines for minimal disruption

2.2 Alternative transport is arranged within workplace policies and procedures to meet anticipated need

2.3 Arrangements are made to provide assistance for passengers with specific needs

2.4 Relevant work health and safety (WHS)/occupational health and safety (OHS) requirements are identified and included in transport planning considerations

## **3 Monitor and update transport arrangements**

3.1 Passengers are informed of alterations to services as quickly as possible

3.2 Relevant details of incidents are collected and recorded in accordance with workplace policies and procedures for future reference, analysis and investigation purposes

3.3 Irregularities outside own area of responsibility are referred to nominated person or section

3.4 Alternative transport arrangements and related financial transactions are documented to meet operational requirements

## **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 TLIL4034A Arrange alternative passenger transport.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851>