



**Australian Government**

# **TLIL4078 Coordinate fleet control logistics**

**Release: 1**

# TLIL4078 Coordinate fleet control logistics

## 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 coordinate fleet control logistics in the transport and logistics industry.

It includes carrying out fleet control functions, preparing for contingencies, communicating with customers and drivers, coordinating scheduling of operational tasks and completing documentation.

Work involves discretion and judgement for self and others in coordinating fleet control logistics. It is performed under minimum supervision with general guidance on progress and outcomes.

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

Elements describe the essential outcomes.

#### 1 Carry out fleet control functions

### PERFORMANCE CRITERIA

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

1.1 Equipment and drivers are allocated in accordance with workplace procedures and in consideration of pick-up and delivery requirements

1.2 Movement of documentation is tracked in accordance with workplace procedures

- 1.3 Opportunities for improvement of fleet control logistics are identified and appropriate action is taken to recommend or implement identified initiatives
- 2 Prepare for contingencies**
  - 2.1 Contingency plans are implemented in accordance with workplace procedures and scope of authority
  - 2.2 Hazards are identified, risks are assessed and control measures are implemented
  - 2.3 Routine problems are identified, clarified and appropriately resolved in accordance with workplace procedures
- 3 Communicate with customers and drivers**
  - 3.1 Customer and driver enquiries are answered appropriately in accordance with workplace procedures
  - 3.2 Communication systems are accessed and used to communicate with drivers and customers in completing fleet management tasks
- 4 Coordinate scheduling of operational tasks**
  - 4.1 Computerised scheduling system is accessed and used for processing the delivery of freight in accordance with workplace procedures
  - 4.2 Critical transport factors are taken into account when planning and implementing delivery schedules in accordance with relevant regulations, workplace policy and procedures, and operational plans
- 5 Complete documentation**
  - 5.1 Fleet management information is recorded either in hard copy or on computer in accordance with workplace requirements
  - 5.2 Completed documentation is despatched, processed and/or filed in accordance with workplace procedures

## 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 TLIL4078A Coordinate fleet control logistics.

## Links

Companion Volume implementation guides are found in VETNet -

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