



**Australian Government**

**Assessment Requirements for TLIP2038  
Conduct, balance and secure financial  
transactions**

**Release: 1**

# Assessment Requirements for TLIP2038 Conduct, balance and secure financial transactions

## 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 of the requirements of the elements and performance criteria on at least one occasion and include:

- applying relevant legislation
- applying relevant organisational policies and procedures when handling cash and removing takings from register or terminal, cash float, reading registers and recording information
- calculating financial transactions in accordance with workplace procedures
- communicating effectively verbally and non-verbally
- counting cash
- implementing relevant organisational policies and procedures
- interpreting and completing relevant documentation
- managing time effectively and completing tasks in a set timeframe
- operating register or terminal equipment in accordance with manufacturer instructions and organisational procedures
- processing documentation and records responsibly in accordance with organisational policies and procedures
- reporting on financial transactions
- tendering correct change
- using point-of-sale equipment.

## 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:

- cash and non-cash handling procedures
- organisational policies and procedures for conducting, balancing and securing financial transactions
- relevant legislation, regulations and codes of practice

- workplace policies and procedures for client service and point-of-sale techniques.

## Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

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Assessment must occur in workplace operational situations or, where this is not available, 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 include:

- a range of relevant exercises, case studies and/or simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment currently used in industry
- applicable documentation including workplace procedures, regulations, codes of practice 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>