



Australian Government

TLIR0003 Monitor supplier performance

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.

Application

This unit involves the skills and knowledge required to monitor supplier performance.

It includes implementing procedures for monitoring supplier performance, monitoring for conformity to contracted requirements and completing all required documentation.

Work is performed under general guidance on progress and outcomes of work. It involves discretion and judgement for self and others in monitoring supplier performance.

Work involves responsibility for resource coordination and allocation, and for leading individuals or teams.

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

Pre-requisite Unit

Not applicable.

Competency Field

R – Contract Procurement.

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 Implement procedures for monitoring supplier performance

- 1.1** Relevant legislation to administer a supplier contract is accessed and applied to the current supplier contract
- 1.2** Preferred supplier list is reviewed for previous contractual performance

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| | <ul style="list-style-type: none">1.3 Key contractual milestones are identified, recorded and kept with supplier contract in accordance with workplace procedures1.4 Risk controls are determined, recorded and actioned1.5 Procedures for receiving supplier goods or services are reviewed with appropriate personnel |
| 2 Monitor supplier contract | <ul style="list-style-type: none">2.1 Supplied goods or services are assessed for conformity with advised criteria2.2 Non-conformance of supplier with contracted requirements is investigated and accurately detailed2.3 Actions to rectify non-conformance are undertaken in accordance with workplace procedures and within scope of authority2.4 Issues of non-conformance beyond scope of authority are referred to designated personnel in accordance with workplace operating procedures2.5 Contractual milestones and risks are continually monitored and follow-up action taken, as required |
| 3 Complete documentation | <ul style="list-style-type: none">3.1 Annotations and performance assessment/evaluations are completed and appended to supplier file3.2 Action taken in regard to non-conformance of contracted requirements is documented and appended to supplier file3.3 System records are maintained and updated in accordance with workplace management system and required regulatory 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 TLI Transport and Logistics Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIR4001 Monitor supplier performance.

Links

Companion Volume Implementation Guides are found in VETNet -

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