



Australian Government

Assessment Requirements for TLIR5014 Manage suppliers

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.

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 and workplace procedures
- communicating and working effectively with others when managing suppliers
- completing documentation related to work activities
- implementing contingency plans
- modifying activities depending on operational contingencies, risk situations and environments
- monitoring and prioritising work activities in terms of planned schedule
- operating electronic communications equipment to required protocol
- reading and interpreting instructions, procedures, information and signs relevant to managing suppliers
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with regulatory requirements and workplace procedures
- sourcing, managing, evaluating and reviewing suppliers.

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:

- code of practice for working collaboratively with others
- common use arrangements
- contract performance and dispute policies and procedures
- financial accountability requirements
- operation of recording, reporting and statistical analysis systems and resources
- organisational policies, procedures, plans, guidelines and code of conduct relevant to procurement and supply contracts
- organisational procedures for monitoring the performance of suppliers
- probity requirements and ethical issues

- procedures for operating electronic communications equipment
- procedures for receipt and payment of goods and services
- procurement approval procedures
- relevant sections of national and state/territory regulatory requirements and codes of practice related to procurement
- requirements for completing relevant documentation
- steps involved in planning the work activities
- suppliers in the marketplace.

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 where it is appropriate to do so; where this is not appropriate, assessment must occur 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 other 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.
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Links

Companion Volume implementation guides are found in VETNet -

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