Assessment Requirements for TLIX5040 Manage contracted support services

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:

- analysing and validating information accurately
- analysing task complexities such as limitations, vulnerabilities and time limitations
- applying a broad range of problem-solving strategies
- assessing risk posed to the successful implementation of contract support services
- communicating and negotiating with contractors and other stakeholders
- developing a contract supervision strategy for contract support being augmented with own organisation in a field deployment context
- drafting and releasing complex forms of written communication
- interpreting and applying complex documents such as contracts, legislation and guidelines
- interpreting policies and procedures
- making decisive, informed decisions that align with organisational requirements
- moving forward despite the difficulty of the task
- networking with a diverse range of service providers, contractors and end users
- planning and organising own tasks in accordance with organisational requirements
- providing accurate and balanced reporting on contract performance
- responding to contract variations and demonstrating how these affect the contract supervision strategy
- using appropriate information technology and software.

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:

- commonwealth/state/territory government legislation, policies, practices and guidelines relating to contract administration, including environmental, purchasing guidance, logistics support concepts, and work health and safety (WHS)/occupational health and safety (OHS)
- contract management
- contract performance management
- equal employment opportunity, equity and diversity principles
- negotiation
- organisational writing conventions
- organisation, function and logistics support capabilities
- planning processes
- privacy and confidentiality requirements
- probity principles and issues
- procurement
- risk management.

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

Australian Industry Standards