



Australian Government

Department of Education, Employment and Workplace Relations

TLID2207C Conduct weighbridge operations

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit involves the skills and knowledge required to conduct weighbridge operations in accordance with regulatory requirements and workplace procedures, including setting up for weighbridge operations, weighing loaded vehicles, weighing unloaded vehicles, finalising weighbridge operations, and completing required records and documentation.

Application of the Unit

Work must be carried out in accordance with regulations and workplace requirements relevant to weighbridge operations.

Work is performed under some supervision, generally within a team environment.

Work involves the application of regulatory requirements and workplace procedures when conducting weighbridge operations in the transport, warehousing, distribution and/or storage industries.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

The required outcomes described in this unit of competency contain applicable facets of Employability Skills. The Employability Skills Summary of the qualification in which this competency is packaged will assist in identifying employability skill requirements.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

Elements and Performance Criteria

Element	Performance Criteria
1 Set up for weighbridge operations	<p>1.1 Weighbridge systems, including equipment, computer and recording arrangements are checked for operational status</p> <p>1.2 Tests to confirm accuracy of weighbridge operation and related functions are conducted in accordance with workplace procedures, manufacturers instructions and relevant legislation</p> <p>1.3 Accurate reporting of the results of the inspection and testing is kept in accordance with statutory requirements, workplace policy and industry guidelines</p> <p>1.4 Faults/discrepancies in weighbridge operation are identified and action is undertaken in accordance with workplace procedures</p>
2 Weigh loaded vehicles	<p>2.1 Vehicles likely to exceed weighbridge weight limit are turned away</p> <p>2.2 Vehicles are directed onto platform to obtain accurate weight</p> <p>2.3 Weight of loaded stationary vehicle is registered against vehicle and load identification</p> <p>2.4 Vehicle and load information is entered into workplace recording system and driver is issued with receipt and/or statement</p> <p>2.5 Areas of dispute are resolved or forwarded for further action undertaken in accordance with workplace procedures</p>
3 Weigh unloaded vehicles	<p>3.1 Vehicles are directed onto platform to obtain accurate weight</p> <p>3.2 Weight of unloaded stationary vehicle is registered against vehicle</p> <p>3.3 Proposed load weight is assessed for conformance to statutory requirements</p>

- 3.4 Where appropriate, loading operations are commenced in accordance with legal loading weight, customer requirements and workplace procedures with vehicle re-weighed to establish final load weight
 - 3.5 Vehicle and load information is entered into workplace recording system and invoice is issued to driver where appropriate
 - 3.6 Driver signatures on weighbridge documents, invoices or receipts are obtained in accordance with statutory and workplace requirements
 - 3.7 Areas of dispute are resolved or forwarded for further action to be undertaken in accordance with workplace procedures
- 4 **Complete weighbridge operations**
- 4.1 Weighbridge systems, including equipment, computer and recording arrangements are secured or made ready for next shift
 - 4.2 Record of operations is maintained and filed in accordance with workplace procedures and statutory requirements

Required Skills and Knowledge

REQUIRED KNOWLEDGE AND SKILLS

This describes the essential knowledge and skills and their level required for this unit.

Required knowledge:

Regulations relevant to the conduct of weighbridge operations including Australian Dangerous Goods Code where applicable

Relevant OH&S and environmental protection procedures and guidelines

Workplace procedures and policies for the conduct of weighbridge operations

Problems that may occur when conducting weighbridge operations and appropriate action that can be taken to resolve the problems

Equipment applications, capacities, configurations, safety hazards and control mechanisms

Records and documentation requirements for weighbridge operations

Classification procedures

Despatch procedures

Calculation method and approaches for both metric and imperial systems

Correct weighing procedures including statutory and workplace requirements

Emergency response procedures

Site layout

Required skills:

Communicate effectively with others when conducting weighbridge operations

Read and interpret instructions, procedures and information relevant to the conduct of weighbridge operations

Interpret and follow operational instructions and prioritise work

Complete documentation related to the conduct of weighbridge operations

Operate electronic communication equipment to required protocol

Work collaboratively with others when conducting weighbridge operations

Adapt appropriately to cultural differences in the workplace, including modes of behaviour

and interactions with others

Promptly report and/or rectify any identified problems, errors or malfunctions that may occur when conducting weighbridge operations in accordance with regulatory requirements and workplace procedures

Apply precautions and required action to minimise, control or eliminate hazards that may exist during the conduct of weighbridge operations

Monitor work activities in terms of planned schedule

Modify activities depending on differing operational contingencies, risk situations and environments

Work systematically with required attention to detail without injury to self or others, or damage to goods or equipment

Operate and adapt to differences in equipment in accordance with standard operating procedures

Select and use required personal protective equipment conforming to industry and OH&S standards

Set up and maintain weighbridge equipment

Identify, select and efficiently and effectively use weighbridge equipment

Monitor performance of weighbridge equipment

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required knowledge and skills, the range statement and the assessment guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria of this unit and include demonstration of applying:

the underpinning knowledge and skills

relevant legislation and workplace procedures

other relevant aspects of the range statement

Context of and specific resources for assessment

Performance is demonstrated consistently over a period of time and in a suitable range of contexts

Resources for assessment include:

a range of relevant exercises, case studies and other simulated practical and knowledge assessment, and/or

access to an appropriate range of relevant operational situations in the workplace

In both real and simulated environments, access is required to:

relevant and appropriate materials and/or equipment, and/or

applicable documentation including workplace procedures, regulations, codes of practice and operation manuals

Method of assessment

Assessment of this unit must be undertaken by a registered training organisation

As a minimum, assessment of knowledge must be conducted through appropriate written/oral tests

Practical assessment must occur:

through appropriately simulated activities at

the registered training organisation, and/or
in an appropriate range of situations in the
workplace

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance.

Work may be conducted:	in a range of work environments by day or night
Customers may be:	internal or external
Workplaces may comprise:	large, medium or small worksites
Workplace environment may include:	movement of equipment, goods, products, materials and vehicular traffic
Weighbridge operations may be:	inclusive of a single operation involving the loading of vehicles and despatch functions
Weighbridge operation may be:	electro/mechanical electronic computerised
Vehicles may include	trucks articulated road vehicles trailers wagons
Calibration and/or testing of equipment may be:	required prior to and during operations
Hazards in the work area may include exposure to:	chemicals and pesticides dangerous or hazardous substances stationary and moving equipment, parts and materials noise, light, energy sources electrical equipment humidity, air temperature, radiant heat faulty equipment
Personal protective equipment may include:	gloves safety headwear and footwear

	safety glasses
	two-way radios
	protective clothing
	respirators and fume/dust masks
	high visibility clothing
Requirements for work may include:	site restrictions and procedures
	use of safety and personal protective equipment
	communications/recording equipment
	authorities and permits
	breakdown procedures
	emergency procedures
Communication in the work area may include:	phone
	fax
	email/internet
	electronic data interchange (EDI)
	RF systems
	oral, aural or signed communications
Consultative processes may involve:	workplace personnel
	supervisors and managers
	existing and potential customers/clients
	drivers
	suppliers and contractors
	union representatives
	industrial relations and OH&S specialists
	maintenance, professional or technical staff
Depending on the type of organisation concerned and the local terminology used, workplace procedures may include:	company procedures
	workplace procedures
	organisational procedures
	established or standard procedures
Information/documents may include:	operations manuals, job specifications and procedures
	induction documentation

competency standards and training materials
manufacturers specifications and instructions
for the operation of weighbridge equipment
material safety data sheets
workplace operating procedures and policies
supplier and/or client instructions
Australian and international standards,
criteria and certification requirements
codes of practice including the National
Standards for Manual Handling and the
Industry Safety Code
relevant regulations including the ADG Code
award, workplace bargaining agreement,
other industrial arrangements
OH&S procedures
quality assurance procedures
emergency procedures

Applicable regulations and legislation may
include:

relevant codes and regulations pertaining to
weighbridge operations
traffic acts and road transport mass and
loading regulations
ADG Code and regulations pertaining to the
storage and handling of dangerous and
hazardous goods
relevant state/territory OH&S legislation
relevant state/territory environmental
protection legislation
relevant Australian and international
standards and certification requirements
workplace relations regulations including
equal opportunity, equal employment
opportunity and affirmative action legislation
workers compensation regulations

Unit Sector(s)

Not applicable.

Competency Field

D - Load Handling