



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **TLIL4038A Organise marshalling and shunting operations**

**Release: 1**

## **TLIL4038A Organise marshalling and shunting operations**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Unit Descriptor**

This unit involves the skills and knowledge required to organise marshalling and shunting operations in accordance with workplace procedures and the requirements of relevant safeworking regulations and codes of practice. It includes identifying marshalling and shunting requirements, identifying required rolling stock movements, and planning rolling stock movements in accordance with workplace requirements. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

### **Application of the Unit**

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Persons achieving competence in this unit will need to fulfil the applicable legislated rail safety requirements including acts and regulations from each state and territory together with any nationally approved compliance codes and/or guidelines.

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

It involves the application of routine operational principles and procedures to marshalling and shunting operations across a variety of operational workplace contexts within the Australian rail system.

### **Licensing/Regulatory Information**

Refer to Unit Descriptor

### **Pre-Requisites**

Not Applicable

## **Employability Skills Information**

**Employability Skills**            This unit contains employability skills.

## **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

ELEMENT	PERFORMANCE CRITERIA
<b>1 Identify marshalling and shunting requirements</b>	<p>1.1 Track and siding requirements are established, based on customer needs and safe work practices</p> <p>1.2 Dangerous goods or other special transportation requirements are established</p> <p>1.3 Destinations, arrival times and departure times are established that are consistent with timetable requirements</p> <p>1.4 Relevant safe working systems are identified</p>
<b>2 Identify required rolling stock movements</b>	<p>2.1 Rolling stock types required are determined from available documentation</p> <p>2.2 Rolling stock locations are identified and track and siding availabilities are established to facilitate the marshalling and shunting operation</p> <p>2.3 Rolling stock priorities and sequences are sorted in accordance with workplace procedures</p>
<b>3 Plan rolling stock movements</b>	<p>3.1 Marshalling strategy is identified to achieve safe and efficient loading and unloading</p> <p>3.2 Resources required to carry out the marshalling strategy are identified</p> <p>3.3 Appropriate motive power is determined to enable completion of shunting operations</p> <p>3.4 Track and siding access and options for wagon movements are identified from the marshalling strategy</p> <p>3.5 Contingency strategy for unplanned events is identified or prepared</p> <p>3.6 Shunting and marshalling plan and train consist is documented, filed, and distributed in accordance with operational requirements</p>

## Required Skills and Knowledge

### REQUIRED KNOWLEDGE AND SKILLS

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

#### Required knowledge:

- Applicable legislated rail safety requirements including acts and regulations from each state and territory together with any nationally approved compliance codes and/or guidelines
- Relevant OH&S and environmental procedures and regulations including codes of practice for

## REQUIRED KNOWLEDGE AND SKILLS

manual handling

- Dangerous Goods Codes and regulations
- Marshalling plan and instructions
- Procedures for loading and unloading rolling stock
- Procedures for getting on and off rolling stock in an appropriate manner
- Procedures for coupling and uncoupling rolling stock
- Procedures for operating points and signals
- Procedures for managing hazardous situations
- Radio communication protocol
- Rostering procedures
- Characteristics and features of wagons and other rolling stock
- Loading and unloading facilities
- Yard features and operation
- Principles of operation of protective devices, air brakes, handbrakes, derailleurs
- Location of signals and points
- Local track and signal layouts
- Draw gear capacities and related operating procedures
- Safeworking systems and requirements
- Shunting signals and commands and communication systems
- Timetables and destination information
- Relevant documentation requirements

### Required skills:

- Communicate and negotiate effectively with others when organising marshalling and shunting operations
- Read and interpret instructions, procedures and information relevant to the organisation of marshalling and shunting operations
- Interpret and follow operational instructions and prioritise work
- Complete documentation related to the organisation of marshalling and shunting operations
- Operate electronic communication equipment to required protocol
- Work collaboratively with others when organising marshalling and shunting 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 that may occur when organising marshalling and shunting operations in accordance with regulatory requirements and workplace procedures
- Implement contingency plans for unanticipated situations that may arise when organising

**Required skills:**

marshalling and shunting operations

- Apply precautions and required action to minimise, control or eliminate hazards that may exist during marshalling and shunting operations
- Monitor work activities in terms of planned schedule
- Modify activities depending on differing operational contingencies, risk situations and environments
- Apply fatigue management knowledge and techniques
- Work systematically with required attention to detail without injury to self or others, or damage to goods or equipment
- Select and use relevant computing and communications and other relevant equipment and materials when organising marshalling and shunting operations
- Adapt to differences in rolling stock and equipment in accordance with standard operating procedures
- Select and use required personal protective equipment conforming to industry and OH&S standards

**Evidence Guide****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/or 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

## EVIDENCE GUIDE

- required to:
- relevant and appropriate materials and equipment, and
  - 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 activities in an appropriately simulated environment 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.

- Operations may be conducted:
- by day or night
  - all relevant weather conditions
- Work may be conducted in:
- restricted spaces
  - exposed conditions
  - controlled or open environments
- Work may involve exposure to:
- chemicals
  - dangerous or hazardous substances
  - movements of equipment, goods and vehicles
- Resources may include:
- motor vehicles
  - fixed signals
  - draw gear motive power units
  - rail tractors rolling stock
  - communication equipment
  - switching equipment
  - freight handling equipment
  - turntables

## RANGE STATEMENT

- Safety requirements may include:
- high visibility clothing
  - sunscreen
  - insect repellent
  - safety mask
  - portable radios
  - gloves
  - sun glasses
  - safety headwear
  - safety footwear
  - hearing protection
- Unplanned events may involve:
- derailments
  - breakdowns
  - injuries and fatalities
  - hazardous materials, spills, fires and leaks
  - track damage
  - powerline damage
- Consultative processes may involve:
- workplace personnel including supervisors and managers
  - other professional or technical staff
- Depending on the type of organisation concerned and the local terminology used, workplace procedures may include:
- company procedures
  - enterprise procedures
  - organisational procedures
  - established procedures
- Information/documents may include:
- applicable legislated rail safety requirements including acts and regulations from each state and territory together with any nationally approved compliance codes and/or guidelines
  - the Code of Practice for the Defined Interstate Rail Network in situations where marshalling operations are carried out on that network
  - order books
  - cards/deck sheets
  - noticeboards
  - special train notices
  - yard orders
  - periodical circulars
  - transport authority rules and operating procedures
  - computer-based data systems
  - timetables
  - train consist
  - incident reports



## RANGE STATEMENT

- Applicable procedures and codes may include:
- drivers advice
  - train register book
  - safeworking forms
  - dangerous goods manifests/declarations
  - conditions of service, legislation and industrial agreements including workplace agreements and awards
  - relevant state/territory regulations, codes of practice and safeworking system requirements
  - the Code of Practice for the Defined Interstate Rail Network in situations where marshalling/shunting operations are carried out on that network
  - relevant Australian Standards and related requirements
  - relevant state/territory OH&S legislation
  - relevant state/territory environmental protection legislation
  - ADG Code

## Unit Sector(s)

Not Applicable

## Competency Field

Competency Field                      L - Resource Management