



Australian Government

Department of Education, Employment and Workplace Relations

TLIO3004A Conduct control procedures for transferring explosives and dangerous/hazardous/high risk goods

Release: 1

TLIO3004A Conduct control procedures for transferring explosives and dangerous/hazardous/high risk goods

Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to conduct safety and hazard control procedures for transferring dangerous goods including clarifying movements of explosives, hazardous or high risk goods; implementing safety and hazard control procedures for loading, unloading or goods movement activities; and reviewing and completing goods transfer operations. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Application of the Unit

Application of the Unit

Work must be carried out in compliance with the relevant state/territory regulations concerning the transfer of dangerous goods, hazardous substances and high risk goods and involves the application of routine procedures and relevant regulatory requirements.

Work is performed under general supervision.

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
1 Clarify movements of explosives and dangerous, hazardous or high risk goods	<p>1.1 Schedule details, nature of risk, special precautions and procedures are clarified with line managers or supervisory staff</p> <p>1.2 Information is collected/checked against workplace procedures and relevant regulatory framework</p> <p>1.3 Activities requiring special approvals or workplace procedure changes are identified and approvals obtained</p> <p>1.4 Safety and hazard control procedures are communicated to relevant parties</p>
2 Implement safety and hazard control procedures for loading, unloading or goods movement activities	<p>2.1 Transfer operations are conducted in accordance with workplace procedures and relevant legislation</p> <p>2.2 Advice is provided to relevant emergency response groups (internal and/or external) or other affected personnel or contractors</p> <p>2.3 Procedures to control movement of equipment and personnel within the goods movement area affected by the risks are implemented</p> <p>2.4 Safety and hazard control procedures are monitored and maintained with action taken to modify procedures where necessary (in accordance with scope of authority)</p> <p>2.5 Goods are moved within relevant workplace procedures and statutory regulations</p>
3 Review and complete goods transfer operation	<p>3.1 Completed activities are checked against operational plan</p> <p>3.2 Relevant documentation is completed</p> <p>3.3 Specialised equipment used for the process is maintained and stored</p> <p>3.4 Worksite is checked and returned to operational status</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:

- Relevant state and territory mass and loading and other relevant regulations, codes and permit requirements as they apply to the transfer of explosives and dangerous/hazardous/high risk goods
- OH&S procedures and guidelines concerning the transfer of explosives and dangerous/hazardous/high risk goods
- Risks when transferring explosives and dangerous/hazardous/high risk goods and related precautions to control the risk

REQUIRED KNOWLEDGE AND SKILLS

- Workplace procedures and policies for the transfer of explosives and dangerous/hazardous/high risk goods
- Equipment applications, capacities, configurations, safety hazards and control mechanisms
- Housekeeping standards procedures required in the workplace
- Methods of securing a vehicle following the loading of explosives and dangerous/hazardous/high risk goods
- Relevant permit and licence requirements
- Typical problems that can occur when transferring explosives and dangerous/hazardous/high risk goods and appropriate action that can be taken to prevent or solve them

Required skills:

- Communicate effectively with others when controlling the transfer of explosives and dangerous/hazardous/high risk goods
- Read and interpret instructions, procedures, information and signs relevant to the transfer of explosives and dangerous/hazardous/high risk goods
- Identify goods coding, markings and, where applicable, emergency information panels for the mode of transport/storage selected
- Interpret and follow operational instructions and prioritise work
- Complete documentation related to the transfer of explosives and dangerous/hazardous/high risk goods
- Operate electronic communication equipment to required protocol
- Estimate the mass, volume and special handling requirements of a load
- Work collaboratively with others when controlling the transfer of explosives and dangerous/hazardous/high risk goods
- 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 controlling the transfer of explosives and dangerous/hazardous/high risk goods in accordance with regulatory requirements and workplace procedures
- Implement contingency plans for unanticipated situations that may arise when controlling the transfer of explosives and dangerous/hazardous/high risk goods
- Recognise hazards and apply precautions and required action to minimise, control or eliminate hazards that may exist during the transfer of explosives and dangerous/hazardous/high risk goods
- 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

Required skills:

- Identify and correctly use equipment required to load explosives and dangerous/hazardous/high risk goods
- 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

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:
 - assessing operational suitability of equipment and vehicles pertinent to transfer of explosives and dangerous/hazardous/high risk goods
 - estimating weight and dimensions of load and any special handling requirements
 - determining (any) required permits
 - identifying hazards and implementing safety and hazard control procedures and requirements to minimise risks when transferring explosives and dangerous/hazardous/high risk goods
 - selecting appropriate equipment and work systems to enable safe, efficient work

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 required to:
 - relevant and appropriate materials and equipment,

EVIDENCE GUIDE

and

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

EVIDENCE GUIDE

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:
- in a range of work environments and weather conditions
 - by day or night
- Customers may be:
- internal or external
- Workplaces may comprise:
- large, medium or small worksites
- Work may be conducted in:
- restricted spaces
 - exposed conditions
 - controlled or open environments
- Vehicle refers to:
- all applicable transportation modes
- Transfer of dangerous goods/
hazards substances and high risk
goods may require:
- special precautions and handling procedures as specified by the manufacturer
- Hazards in the work area may
include exposure to:
- hazardous or dangerous materials
 - contamination of, or from, materials being handled
 - noise, light, energy sources
 - stationary and moving machinery, parts or components
 - service lines
 - spills, leakages, ruptures
 - dust/vapours
 - ignition sources
- Hazard management is consistent
- the principle of hierarchy of control with elimination, substitution, isolation and engineering control measures

RANGE STATEMENT

with:

being selected before safe working practices and personal protective equipment

RANGE STATEMENT

Personal protective equipment may include:

- gloves
- safety headwear and footwear
- safety glasses
- mask or respirator and breathing apparatus
- high visibility clothing

Load restraint systems are:

- as detailed in the National Load Restraint Guide

Transport documentation may include:

- Initial Emergency Response Guide
- Emergency Procedure Guide
- descriptions for explosives and dangerous goods/hazards substances and high risk goods (i.e. class, and division, shipping name, UN number, current ADG declarations, material safety data sheets, etc.)

Requirements for work may include:

- site restrictions and procedures
- use of safety and personal protective equipment
- communications equipment
- specialised lifting and/or handling equipment
- incident breakdown procedures
- additional gear and equipment
- noise restrictions
- hours of operation
- authorities and permits
- ADG declarations

Consultative processes may involve may involve:

- other employees and supervisors
- suppliers, potential customers and existing clients
- management and union representatives
- industrial relations, Occupational Health and Safety specialists, other maintenance, professional or technical staff

Communication in the work area may include:

- phone
- electronic data interchange
- fax
- email
- internet
- radio
- oral, aural or signed communications

Depending on the type of organisation concerned and the local terminology used, workplace procedures may include:

- company procedures
- enterprise procedures
- organisational procedures
- established procedures
- site procedures

RANGE STATEMENT

Safety equipment on vehicle may include:

- fire extinguishers
- portable warning devices
- eye wash kit

Information/documents may include:

- Safe Working Load (SWL) and Working Load Limit (WLL)
- manifests, bar codes, goods and product identification
- manufacturers specifications, instructions and labelling advice including material safety data sheets
- workplace procedures and policies for the transfer of explosives and dangerous/hazardous/high risk goods
- goods identification numbers and codes, including IMDG markings and HAZCHEM signs
- supplier and/or client instructions
- operations manuals, job specifications and induction documentation
- competency standards and training materials
- codes of practice including the Australian Dangerous Goods Code, Australian Explosives Code, relevant Australian Standards and the Industry Safety Code
- award, enterprise bargaining agreement, other industrial arrangements
- relevant standards and certification requirements
- quality assurance procedures
- emergency procedures

Applicable regulations and legislation may include:

- state/territory mass and loading regulations
- Australian and international regulations and codes of practice for the handling and transport of dangerous goods and hazardous substances, including:
 - Australian and International Dangerous Goods Codes
 - Australian Marine Orders and the International Maritime Dangerous Goods Code
 - IATA Dangerous Goods by Air regulations
 - Australian and International Explosives Codes
- relevant Australian Standards for the types of explosives and dangerous/hazardous/high risk goods concerned
- relevant state/territory environmental protection legislation
- workplace relations regulations
- equal opportunity and affirmative action legislation
- equal opportunity legislation
- relevant state/territory OH&S legislation

Unit Sector(s)

Not Applicable

Competency Field

Competency Field O - Security