



Australian Government

Department of Education, Employment and Workplace Relations

TLIW2020A Undertake pallet repairs

Release: 1

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Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to undertake pallet repairs in accordance with workplace procedures including inspecting and assessing pallet condition, repairing non-conforming pallets, and completing operations in accordance with requirements. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Application of the Unit

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Work must be carried out in accordance with regulations and workplace requirements relevant to pallet manufacturing processes.

Work is generally performed under some supervision, within a team/group environment. It involves the application of regulatory requirements and workplace procedures when repairing pallets in the transport, warehousing, distribution and/or storage industries.

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 Inspect and assess pallet condition	1.1 Pallet inspection method(s) is determined in compliance with occupational health and safety requirements and workplace procedures 1.2 Appropriate equipment is selected and used to inspect pallet 1.3 Visual and manual check of pallet condition is carried out in accordance with workplace standard operating procedure 1.4 Level of pallet damage is identified and repair method is determined and recorded in accordance with workplace procedures
2 Repair non-conforming pallets	2.1 Lifting devices and equipment are selected and checked for safe working operation 2.2 Pallet is positioned and secured 2.3 Repair to decks and bearers is undertaken in accordance with selected repair method and occupational health and safety and workplace safe operating requirements 2.4 Pallet is inspected for conformity to workplace specifications
3 Complete operations	3.1 Pallet is relocated to holding area without damage to pallet, personnel or equipment 3.2 Lifting devices and equipment are checked and returned to storage area 3.3 Documentation is completed in accordance with workplace procedures

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 repair of pallets including requirements of Australian Standards AS 2858 and AS 2082
- Relevant OH&S and environmental protection procedures and guidelines
- Workplace procedures and policies for the repair of pallets
- Focus of operation of work systems, equipment, management and site operating systems for the repair of pallets
- Problems that may occur when repairing pallets and appropriate action that can be taken to resolve the problems

REQUIRED KNOWLEDGE AND SKILLS

- Documentation and record requirements
- Equipment used during the repair of pallets and the precautions and procedures that should be followed in its use
- Housekeeping standards and procedures required in the workplace
- Site layout and obstacles

Required skills:

- Communicate effectively with others when repairing pallets
- Read and interpret instructions, procedures, information and labels relevant to the repair of pallets
- Interpret and follow operational instructions and prioritise work
- Complete documentation related to the repair of pallets
- Operate electronic communication equipment to required protocol
- Work collaboratively with others when repairing pallets
- Adapt appropriately to cultural differences in the workplace, including modes of behaviour and interactions with others
- Promptly report and/or rectify any identified problems, faults or malfunctions that may occur when repairing pallets in accordance with regulatory requirements and workplace procedures
- Apply precautions and required action to minimise, control or eliminate hazards that may exist during work activities
- Plan own work including predicting consequences and identifying improvements
- 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
- Maintain tools and machinery required in pallet repair
- Carry out inspection of the serviceability and condition of pallets
- Identify, select and efficiently and effectively use relevant materials and equipment when repairing pallets
- 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.

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| Critical aspects for assessment and evidence required to demonstrate competency in this unit | <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • the underpinning knowledge and skills • relevant legislation and workplace procedures • other relevant aspects of the range statement |
| Context of and specific resources for assessment | <ul style="list-style-type: none"> • Performance is demonstrated consistently over a period of time and in a suitable range of contexts • Resources for assessment include: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • relevant and appropriate materials and equipment, and • applicable documentation including workplace procedures, regulations, codes of practice and operation manuals |
| Method of assessment | <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • 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

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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
- The repair processes are conducted:
- as part of manufacture/repair activities with the operator using discretion and judgement within established specifications
- Pallets may be:
- of timber, metal or plastic construction
- Pallets may be determined:
- as non-repairable depending on cost, level of damage, time etc.
- Hazards in the work area may include exposure to:
- chemicals
 - dangerous or hazardous substances
 - stationary and moving equipment, parts and materials
 - noise, light, energy sources
 - electrical equipment
 - humidity, air temperature, radiant heat
 - debris on floor
 - faulty racking
 - poorly stacked materials or finished pallets
 - faulty equipment
- OH&S requirements include:
- manual landing, protective clothing, elimination/control of hazards, machine isolation and machine guarding
- Personal protective equipment may include:
- gloves
 - safety headwear and footwear
 - safety glasses
 - protective clothing
 - respirators
- Consultative processes may involve:
- workplace personnel
 - supervisors and managers
 - customers/clients
 - suppliers
 - contractors
 - union representatives
 - industrial relations and OH&S specialists

RANGE STATEMENT

- Communication in the work area may include:
- other professional or technical staff
 - phone
 - fax
 - email
 - internet
 - barcode readers
 - 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 or standard procedures
- Information/documents may include:
- job specifications and workplace operating procedures
 - relevant Australian or international standards
 - manufacturers specifications for equipment/tools
 - supplier and/or client instructions
 - quality assurance standards for pallet manufacture
 - material safety data sheets (where applicable)
 - codes of practice including the National Standards for Manual Handling and the Industry Safety Code
 - relevant regulations including the ADG Code
 - award, enterprise bargaining agreement, other industrial arrangements
 - standards and certification requirements
 - emergency procedures
- Applicable regulations and legislation may include:
- relevant codes and regulations pertaining to pallet manufacture
 - Australian Standards AS 2858 and AS 2082
 - relevant state/territory OH&S legislation
 - relevant state/territory environmental protection legislation
 - licence, patent or copyright arrangements
 - ADG Code and regulations
 - workplace relations regulations including equal opportunity, equal employment opportunity and affirmative action legislation
 - workers compensation regulations

Unit Sector(s)

Not Applicable

Competency Field

Competency Field

W - Equipment and Systems Operations