



Australian Government

AURTGA3001 Drive and manoeuvre trailers

Release 1

AURTGA3001 Drive and manoeuvre trailers

Modification History

Release	Comment
Release 1	Replaces AURT337119A Drive and manoeuvre trailer(s) Unit code updated to meet policy requirements Minor changes to unit title Reference to OHS legislation replaced with new WHS legislation Licensing statement added to unit descriptor

Unit Descriptor

Unit descriptor	This unit covers the competence required to drive and manoeuvre trailer(s). Licensing, legislative, regulatory or certification requirements may apply to this unit in some jurisdictions. Users are advised to check with the relevant regulatory authority.
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Application of the Unit

Application of the unit	The unit includes identification and confirmation of work requirement, preparation for work, safe driving, manoeuvring and parking of trailer(s), disconnecting trailer(s) from vehicle and completion of work finalisation processes, including clean-up and documentation. This unit of competence applies to: • safe driving, manoeuvring and parking of trailers • trailer with non-pivoting axle • trailer with pivoting front axle • vehicle with towing hitch. Work requires individuals to demonstrate judgement and problem-solving skills in managing own work activities and contributing to a productive team environment.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare for work	1.1. Nature and scope of work requirements are identified and confirmed 1.2. WHS requirements, including personal safety needs, are observed throughout the work 1.3. Equipment and tooling are identified and checked for safe and effective operation 1.4. Procedures are determined to minimise task time
2. Perform a preliminary safety check	2.1. Safety checks are completed without causing damage to trailer or components 2.2. Vehicle and coupling set-up are selected 2.3. Safe condition of towing vehicle is determined 2.4. Security of trailer load is ensured 2.5. Activities are carried out according to industry regulations/guidelines, WHS, environmental and legislation and enterprise policies/procedures
3. Connect trailer to vehicle	3.1. Vehicle to trailer alignment is achieved 3.2. Techniques are used for manual handling of trailer 3.3. Trailer is hitched to vehicle and ancillaries are connected 3.4. Connections are tested and checked 3.5. Activities are carried out according to industry regulations/guidelines, WHS, environmental and legislation and enterprise policies/procedures
4. Drive and manoeuvre trailer	4.1. Brake lockout devices are set correctly 4.2. Techniques are used to safely manoeuvre trailer and vehicle in forward and reverse directions and perform parking functions 4.3. Activities are carried out according to industry regulations/guidelines, WHS, environmental and legislation and enterprise policies/procedures
5. Disconnect trailer from vehicle	5.1. Parking devices are applied 5.2. Techniques are used for manual handling of trailer 5.3. Ancillary devices are disconnected and trailer is unhitched 5.4. Activities are carried out according to industry regulations/guidelines, WHS, environmental and legislation and enterprise policies/procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- collect, organise and understand information related to work orders, plans and safety procedures for driving and manoeuvre of trailers:
- technical literacy and communication skills sufficient to interpret and apply common industry terminology, and interpret technical information and specifications
- research and interpretive skills to locate, interpret and apply operational and safety information
- communicate ideas and information to enable confirmation of work requirements and specifications, coordination of work with site supervisor, other workers and customers, and the documenting of work outcomes and problems
- plain English literacy and communication skills in relation to dealing with others involved in the work
- questioning and active listening skills, for example when obtaining information trailer hitching and manoeuvre techniques
- plan and organise activities, including the preparation and layout of worksite and the obtaining of equipment and materials to avoid backtracking or workflow interruptions
- work with others and in a team by recognising dependencies and using cooperative approaches to optimise workflow and productivity
- use mathematical ideas and techniques to correctly complete tests and measurements to determine trailer load security, trailer hitching and driving
- use pre-checking and inspection techniques to anticipate planning and scheduling problems, avoid wastage of time and material
- manipulative and dexterity skills to perform trailer driving/manoeuvring
- problem-solving skills for a range of differing procedural issues
- use the workplace technology related to:
- trailer safety inspection
- trailer hitching and load security
- trailer driving, manoeuvring and parking

Required knowledge

A working knowledge of:

- WHS regulations/requirements, equipment, material and personal safety requirements
- different trailer types
- State/Territory regulations for towing trailers
- manufacturer/enterprise policies

REQUIRED SKILLS AND KNOWLEDGE

- loading of trailers and travelling with a loaded trailer
- trailer hitching systems
- driving and manoeuvring techniques
- enterprise quality procedures
- work organisation and planning processes

Evidence Guide

EVIDENCE GUIDE	
The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	It is essential that competence is fully observed and there is ability to transfer competence to changing circumstances and to respond to unusual situations in the critical aspects of: • observing safety procedures and requirements • communicating effectively with others involved in or affected by the work • selecting methods and techniques appropriate to the circumstances • completing preparatory activity in a systematic manner • applying vehicle and trailer protection requirements • manoeuvring a minimum of two different types of trailers in restricted and non-restricted environments without damage to vehicle, trailer or surroundings
Context of, and specific resources for assessment	Application of competence is to be assessed in the workplace or simulated worksite Assessment is to occur using standard and authorised work practices, safety requirements and environmental constraints Assessment is to comply with regulatory requirements, including Australian Standards The following resources should be made available: • workplace location or simulated workplace • suitable area for trailer driving, manoeuvring and parking • material relevant to driving and manoeuvring of trailers • equipment and tooling appropriate to driving and manoeuvring of trailers • activities covering mandatory task requirements • specifications and work instructions
Method of assessment	Assessment must satisfy the endorsed assessment guidelines of the automotive industry's RS&R Training Package Assessment methods must confirm consistency and accuracy of performance together with application of underpinning knowledge Assessment must be by direct observation of tasks, with

EVIDENCE GUIDE

questioning on underpinning knowledge and it must also reinforce the integration of key competencies

Assessment may be applied under project related conditions and require evidence of process

Assessment must confirm a reasonable inference that competence is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances

It is preferable that assessment reflects a process rather than an event and occurs over a period of time to cover varying quality circumstances. Evidence of performance may be provided by customers, team leaders/members or other persons subject to agreed authentication arrangements

Competence in this unit may be assessed in conjunction with other functional units which together form part of the holistic work role

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. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Methods

Methods are to include:

- safety inspection
- trailer hitching to vehicle and ancillary connections
- securing load
- trailer driving, manoeuvring and parking
- trailer unhitching

WHS

WHS requirements are to be in accordance with legislation/regulations/codes of practice and enterprise safety policies and procedures. This may include protective clothing and equipment, use of tooling and equipment, workplace environment and safety, handling of material, use of fire fighting equipment, enterprise first aid, hazard control and hazardous materials and substances

Personal protective equipment

Personal protective equipment is to include that prescribed under legislation/regulation/codes of practice and workplace policies and practices

Safe operating procedures

Safe operating procedures are to include, but are not limited to operational risk assessment and treatments associated with vehicular movement, electrical safety, machinery movement and operation, manual and mechanical lifting and shifting, working in proximity to others and site visitors

Emergency procedures

Emergency procedures related to this unit are to include but may not be limited to emergency shutdown and stopping of equipment, extinguishing fires, enterprise first aid requirements and site evacuation

RANGE STATEMENT	
Environmental requirements	Environmental requirements are to include but are not limited to noise, dust and clean-up management
Quality requirements	Quality requirements are to include, but are not limited to regulations, including Australian Standards, internal company quality policy and standards and enterprise operations and procedures
Statutory/regulatory authorities	Statutory/regulatory authorities may include Federal, State/Territory and local authorities administering acts, regulations and codes of practice
Communications	Communications are to include, but are not limited to verbal and visual instructions and fault documenting and may include site specific instructions, written instructions and plans or instructions related to job/task
Information/documents	Sources of information/documents may include: • verbal or written instructions, signage, work schedules/plans/ specifications • safe work procedures related to driving and manoeuvring of trailers • regulatory/legislative requirements pertaining to driving and manoeuvring of trailers

Unit Sector(s)

Unit sector	Mechanical Miscellaneous
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Co-requisite units

Not applicable.

Competency field

Competency field	
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