



Australian Government

Department of Education, Employment and Workplace Relations

PSPTRAN401A Inspect vehicles

Revision Number: 3

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Modification History

Release	TP Version	Comments
3	PSP12V1	Unit descriptor edited.
2	PSP04V4.2.	Layout adjusted. No changes to content.
1	PSP04V4.1	Primary release.

Unit Descriptor

This unit covers inspection of vehicles to determine the significance of any vehicle defects relative to the safety risk they present on the road. It includes intercepting a vehicle in a safe manner, verifying the identity of the driver and/or responsible operator, visually inspecting the vehicle for compliance, and acting on non-compliance including recording the inspection results of the vehicle.

In practice, visual inspection of vehicles may overlap with other generalist or specialist public sector work activities such as acting ethically, complying with legislation, exercising regulatory powers, assessing compliance with legislation, gathering and analysing information.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Application of the Unit

Not applicable.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements are the essential outcomes of the unit of competency. Together, performance criteria specify the requirements for competent performance. Text in ***bold italics*** is explained in the Range Statement following.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

- | | |
|---|---|
| 1. Intercept vehicle in a safe manner | <ul style="list-style-type: none">1.1 All interceptions and procedures are planned with co-workers to ensure compliance with legislation, codes of practice, organisational procedures and standards.1.2 A safe location is selected in accordance with organisational policy and workplace health and safety requirements.1.3 Clear and appropriate signals are given to the driver of the target vehicle to stop the vehicle.1.4 Agency policy requirements for intercepting a vehicle are complied with.1.5 Occupational health and safety requirements are followed to prevent injury or damage. |
| 2. Verify identity of driver and/or responsible operator | <ul style="list-style-type: none">2.1 Driver is requested to produce identification.2.2 Details of identification are recorded in accordance with legislation, policy and procedures.2.3 Details of driver and/or responsible operator are verified with relevant authorities. |
| 3. Inspect vehicle for safety compliance | <ul style="list-style-type: none">3.1 Inspection is undertaken in accordance with organisational requirements.3.2 Communication is maintained with relevant personnel to ensure safe, efficient and complete inspection.3.3 Inspection is conducted in accordance with occupational health and safety and other organisational policies and procedures. |
| 4. Act on non-compliance | <ul style="list-style-type: none">4.1 Vehicle defects are identified and recorded in accordance with organisational policies and procedures.4.2 Minor problems are reported as part of the inspection and, where appropriate, the vehicle operator is requested to rectify without a penalty being issued.4.3 Detected faults dangerous to other road users are recorded on defect notice and the vehicle is ordered off the road immediately by an officer with the appropriate authority.4.4 Necessary records/paperwork are completed in accordance with legal and organisational requirements. |

Required Skills and Knowledge

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

Skill requirements

Look for evidence that confirms skills in:

- using effective communication including questioning and negotiating in sometimes difficult situations
- responding to diversity, including gender and disability
- reading and applying complex information from legislation, policy and regulations
- working as part of a team
- interpreting and following instructions
- operating electronic communications equipment
- implementing contingency plans for unplanned events in cooperation with others
- undertaking assessment of motor vehicle and trailer defects
- applying public sector legislation such as occupational health and safety and environmental and sustainability procedures in the context of road transport inspection

Knowledge requirements

Look for evidence that confirms knowledge and understanding of:

- safe working systems and requirements
- organisational policies and procedures
- occupational health and safety legislation, codes of practice, policies and procedures
- environmental and sustainability requirements
- relevant standards and codes of practice for manual handling as applicable
- documentation relating to safety inspection
- standards and specifications for all items requiring inspection
- code of practice and conditions for the carriage of dangerous goods
- contingency management processes for unplanned events

Evidence Guide

The Evidence Guide specifies the evidence required to demonstrate achievement in the unit of competency as a whole. It must be read in conjunction with the Unit descriptor, Performance Criteria, the Range Statement and the Assessment Guidelines for the Public Sector Training Package.

Units to be assessed together

- *Pre-requisite* units that must be achieved prior to this unit: *Nil*
- *Co-requisite* units that must be assessed with this unit: *Nil*
- *Co-assessed units* that may be assessed with this unit to increase the efficiency and realism of the assessment process include, but are not limited to:
 - PSPETHC401A Uphold and support the values and principles of public service
 - PSPGOV422A Apply government processes
 - PSPLEGN401A Encourage compliance with legislation in the public sector
 - PSPREG401C Exercise regulatory powers
 - PSPREG402C Promote client compliance
 - PSPREG403B Assess compliance
 - PSPREG405B Act on non-compliance

Overview of evidence requirements

In addition to integrated demonstration of the elements and their related performance criteria, look for evidence that confirms:

- the knowledge requirements of this unit
- the skill requirements of this unit
- application of the Employability Skills as they relate to this unit (see Employability Summaries in Qualifications Framework)
- vehicle inspections in a range of (3 or more) contexts (or occasions, over time)

Resources required to carry out assessment

These resources include:

- legislation, policy, procedures and protocols relating to vehicle inspection
- case studies and workplace scenarios to capture the range of situations likely to be encountered when inspecting vehicles

Where and how to assess evidence

Valid assessment of this unit requires:

- a workplace environment or one that closely resembles normal work practice and replicates the range of conditions likely to be encountered when inspecting vehicles, including coping with difficulties, irregularities and breakdowns in routine

- vehicle inspections in a range of (3 or more) contexts (or occasions, over time)

Assessment methods should reflect workplace demands, such as literacy, and the needs of particular groups, such as:

- people with disabilities
- people from culturally and linguistically diverse backgrounds
- Aboriginal and Torres Strait Islander people
- women
- young people
- older people
- people in rural and remote locations

Assessment methods suitable for valid and reliable assessment of this competency may include, but are not limited to, a combination of 2 or more of:

- case studies
- demonstration
- observation
- questioning
- scenarios
- simulation or role plays
- authenticated evidence from the workplace and/or training courses

For consistency of assessment

Evidence must be gathered over time in a range of contexts to ensure the person can achieve the unit outcome and apply the competency in different situations or environments

Range Statement

The Range Statement provides information about the context in which the unit of competency is carried out. The variables cater for differences between States and Territories and the Commonwealth, and between organisations and workplaces. They allow for different work requirements, work practices and knowledge. The Range Statement also provides a focus for assessment. It relates to the unit as a whole. Text in ***bold italics*** in the Performance Criteria is explained here.

Locations may include:

- roadside locations - urban and regional, including high volume city locations
- operator's premises
- interception sites
- vehicle inspection centres

Inspections may be:

- undertaken on all types of vehicles
- carried out alone or in conjunction with other personnel
- undertaken in full range of diverse conditions
- conducted with reference to *Administrative Guide for Assessment of Defective Vehicles*
- cover items such as:
 - air and/or electrical components
 - body and ancillary components
 - brakes
 - chassis and trailing items (hoses etc)
 - draw gear
 - exhaust and noise level
 - ground clearance
 - load securing devices (chains, ropes, pins etc)
 - locking and securing devices
 - oil leaks
 - out-of-gauge fifth wheel conditions
 - steering and suspensions
 - vehicle modifications
 - wheels and tyres

Communication methods may include:

- verbal
- line-of-sight signals
- radio
- mobile telephone

Relevant personnel may include:

- senior transport inspector
- authorised/other accredited officers/inspectors
- relevant compliance managers

Vehicles may be:

- other operational personnel
- vehicle driver
- loaded or unloaded during inspection

Records and documentation may include:

- defect notice books
- inspection reports
- departmental requirements
- repair order books
- transport instructions
- incident reports
- safeworking forms or instructions
- mechanical condition advice forms
- National Heavy Vehicle Accreditation Scheme (NHVAS) interception books
- Penalty Infringement & Notices
- Traffic Infringement Notices
- formal cautions

Unit Sector(s)

Not applicable.

Competency field

Road Transport Compliance