



Australian Government

Department of Education, Employment and Workplace Relations

RIIHAN402A Process movement of containers and cargo

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit covers processing the movement of containers and cargo in the resources and infrastructure industry. It includes checking the stacking/discharge list at commencement of shift, assessing and planning container/cargo consolidation, allocating and accommodating movement between stack positions, identifying and checking containers/cargo, checking and completing documentation, issuing gate passes and checking clearances. Licensing, legislative, regulatory and certification requirements that apply to this unit can vary between states, territories, and industry sectors. Relevant information must be sourced prior to application of the unit.

Application of the Unit

This unit is appropriate for those working in a supervisory role or as a technical specialist, at worksites within:

- Metalliferous mining

Licensing/Regulatory Information

Refer to Unit Descriptor.

Pre-Requisites

Not applicable.

Employability Skills Information

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 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. Check stacking/discharge list at commencement of shift	1.1. Access, interpret and apply compliance documentation relevant to the work activity 1.2. Check yard stacking/discharge lists against container/cargo documentation and operational order or work, taking into account both ship and shore operations 1.3. Continually update stacking discharge lists to reflect the correct location of containers and cargo
2. Assess and plan container/cargo consolidation	2.1. Assess yard plans and, where appropriate, plan consolidation of container/cargo within the yard 2.2. Prepare consolidation plans are to ensure efficient use of available yard space 2.3. Prepare consolidation plans to ensure efficient use of operation 2.4. Obtain final yard positions from consolidation plans and record
3. Allocate and accommodate movement between stack positions	3.1. Allocate stack positions according to the nature of the container/cargo and to facilitate yard operations 3.2. Reassign stack positions where necessary to accommodate additional cargo
4. Identify and check containers/cargo	4.1. Identify containers/cargo and check at the point of entry to the yard and prior to stacking to ensure no damage to container or cargo, and to ensure agreement between numbers and marks on container/cargo and shipping documentation 4.2. Follow stacking plans and facilitate efficient movement within the yard
5. Check and complete documentation	5.1. Check documentation prior to performing completion procedures ensuring compliance
6. Issue gate pass and check clearances	6.1. Issue gate pass to carrier when all documentation requirements have been completed including customs clearance 6.2. Check documentation ensuring that all necessary signatures are on the prepared delivery sheets, confirming that container/cargo meets all requirements

Required Skills and Knowledge

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

Required skills

Specific skills are required to achieve the Performance Criteria of this unit, particularly for its application in the various circumstances in which this unit may be used. This includes the ability to carry out the following as required to process movement of containers and cargo:

- apply legislative, organisation and site requirements and procedures for processing the movement of containers and cargo
- establish plans/complete tasks
- identify improvements
- apply safety precautions relevant to the task
- assess operational capability of equipment used and work processes selected
- interpret organisational and statutory operating requirements

Required knowledge

Specific knowledge is required to achieve the Performance Criteria of this unit, particularly for its application in the various circumstances in which this unit may be used. This includes knowledge of the following as required to process the movement of containers and cargo:

- site layout stacking plans and available stacking space
- focus of operation of work systems, equipment, management and site operating systems
- impact of job on enterprise and individual performance
- application of relevant industrial requirements
- identification and correct use of equipment, processes and procedures used within context of the job
- modifying activities according to workplace contexts, risk situations and environments
- estimation of size, shape and special requirements of loads
- identification of container and goods coding, IMDG markings and, where applicable, emergency information panels
- eye-hand coordination

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	The evidence required to demonstrate competency in this unit must be relevant to worksite operations and satisfy all of the requirements of the performance criteria, required skills and knowledge and the range statement of this unit and include evidence of the following: • knowledge of the requirements, procedures and instructions for processing the movement of containers and cargo • implementation of requirements, procedures and techniques for the safe, effective and efficient processing of the movement of containers and cargo • working with others to process the movement of containers and cargo • evidence of the consistent successful processing of the movement of containers and cargo
Context of and specific resources for assessment	• This unit must be assessed in the context of the work environment. Where personal safety or environmental damage are limiting factors, assessment may occur in a simulated environment provided it is realistic and sufficiently rigorous to cover all aspects of workplace performance, including task skills, task management skills, contingency management skills and job role environment skills. • Assessment of this competency requires typical resources normally used in a resources and infrastructure sector environment. Selection and use of resources for particular worksites may differ due to the site circumstances. • The assessment environment should not disadvantage the participant. For example, language, literacy and numeracy demands of assessment should not be greater than those required on the job. • Customisation of assessment and delivery

	environment should sensitively accommodate cultural diversity. • Aboriginal people and other people from a non English speaking background may have second language issues. • Where applicable, physical resources should include equipment modified for people with disabilities. Access must be provided to appropriate learning and/or assessment support when required.
Method of assessment	This unit may be assessed in a holistic way with other units of competency. The assessment strategy for this unit must verify required knowledge and skill and practical application using more than one of the following assessment methods: • written and/or oral assessment of the candidate's required knowledge • observed, documented and/or first hand testimonial evidence of the candidate's: • implementation of appropriate requirements, procedures and techniques for the safe, effective and efficient achievement of required outcomes • consistent achievement of required outcomes • first hand testimonial evidence of the candidate's: • working with others to process the movement of containers and cargo • provision of clear and timely instruction and supervision by the individual of those involved in the processing the movement of containers and cargo
Guidance information for assessment	Consult the SkillsDMC User Guide for further information on assessment including access and equity issues.

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.

Compliance documentation may include:

- legislation, including:
 - relevant OHS
 - workplace relations
 - workers compensation
 - relevant water and road use and license arrangements
 - relevant license, patent or copyright arrangements
 - relevant dangerous goods and air freight regulations
 - export/import/quarantine/bond requirements
 - marine orders
 - relevant environmental protection legislation
 - emergency procedures
- organisation and site requirements and procedures, including:
 - code of practice
 - issue resolution procedures
 - job procedures and work instructions
 - relevant guidelines relating to the use of machinery, equipment capability and limitations
 - quality procedures
 - security procedures
 - action taken promptly, accidents and incidents reported in accordance with statutory requirements and enterprise procedures
 - work completed systematically with attention to detail without damage to goods, equipment or personnel
- manufacturer's guidelines and specifications
- Australian standards
- Employment and workplace relations legislation
- Equal Employment Opportunity and Disability

	Discrimination legislation
Documentation may include:	• goods identification numbers and codes • manifests, bar codes, goods and container identification • manufacturer's specifications • enterprise operating procedures and policies • supplier and/or client instructions • materials safety data sheet • phone, electronic data interchange, fax, e-mail, internet, radio, oral, aural or signed communications • relevant code of practice including the national standards for manual handling and the industry safety code • relevant legislation, regulations and related documentation • award, enterprise bargaining agreement, other industrial arrangements • relevant standards and certification requirements • quality assurance procedures

Unit Sector(s)

Load Handling

Competency field

Refer to Unit Sector(s).

Co-requisite units

Not applicable.