



Australian Government

Department of Education, Employment and Workplace Relations

SISODRV303A Guide 4WD tours

Release: 2

SISODRV303A Guide 4WD tours

Modification History

Not Applicable

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to guide participants on four wheel drive tours. This unit focuses on the application of planning skills to make suitable arrangements to lead a group on four wheel drive trips.

Application of the Unit

This unit applies to leaders working for outdoor education or adventure providers; volunteer groups; not-for-profit organisations or government agencies.

Licensing/Regulatory Information

Driving must be carried out according to the licensing, certification requirements of the relevant State or Territory authority.

Pre-Requisites

Nil

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

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.

1. Plan a four wheel drive trip.

- 1.1. Conduct relevant assessments to determine the ***condition of participants***.
- 1.2. Develop a ***trip plan*** according to participant's needs, ***relevant legislation*** and ***organisational policies and procedures***.
- 1.3. Select a location according to participant's abilities, ***trip objectives***, relevant legislation and organisational policies and procedures.
- 1.4. Identify ***hazards*** associated with four wheel driving and minimise ***risks*** to ensure personal safety of participants.
- 1.5. Access ***relevant sources*** to interpret detailed ***weather and environmental information*** to determine activity plan
- 1.6. Determine ***food and water requirements*** according to ***principles of nutrition*** and ***contextual issues*** of the trip.
- 1.7. Obtain permits or permission for access where necessary, and inform ***appropriate authorities*** before commencing the trip.

2. Select equipment for the group.

- 2.1. Select vehicle and ***equipment*** according to contextual issues and organisational policies and procedures and check serviceability.
- 2.2. Conduct pre-departure checks of vehicles and equipment to ensure safety and suitability to the activity.
- 2.3. Apply safe vehicle loading practices to pack equipment that is not required on hand.

3. Brief participants.

- 3.1. Communicate instructions and ***relevant information*** about the four wheel drive trip in a manner suitable to the participants.
- 3.2. Outline ***safety procedures*** and boundaries for the

ELEMENT	PERFORMANCE CRITERIA
	trip.
	3.3. Demonstrate packing of vehicle to participants.
	3.4. Establish a suitable communication system for participants to use while four wheel driving.
	3.5. Explain symptoms, treatment and prevention of fatigue and dehydration to trip planning in terms of food, clothing, driving times and distances.
	3.6. Ensure all participants and vehicles are properly equipped for the trip and conditions.
4. Lead a group of four wheel drive vehicles.	4.1. Monitor appropriate spacing between vehicles and driving pace according to conditions throughout trip.
	4.2. Monitor participant's performance and provide appropriate feedback and encouragement.
	4.3. Implement modifications to trip in regard to all variable factors that are monitored.
	4.4. Recognise situations where a hazard needs to be scouted.
	4.5. Identify the best lines through hazards taking into consideration the ability of the group and safety issues.
	4.6. Manage the movement of the group to maintain the safest situation when negotiating the hazard.
5. Complete post trip responsibilities.	5.1. Notify relevant authorities of trip completion.
	5.2. Retrieve, inspect, repair and store equipment according to organisational policies and procedures.
	5.3. Complete vehicle performance reports and notify designated personnel where required.
	5.4. Evaluate relevant aspects of trip organisation and conduct.
	5.5. Identify potential areas of improvement for future four wheel drive trips.

Required Skills and Knowledge

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

Required skills

- communication skills to:
 - consult with participants to plan four wheel drive trips that meet their needs
 - convey information about the safety aspects of the trip
 - interact with participants to create a safe and positive environment
- problem-solving skills to:
 - plan a suitable trip according to participant's needs and abilities
 - make decisions about potential hazards that may affect trip
 - respond to non-routine situations and change in conditions
- planning and organising skills to:
 - source, allocate and coordinate vehicles, equipment and a suitable location
 - organise participants into manageable groups for four wheel driving
- language and literacy skills to:
 - produce a plan for the trip
 - complete post activity participant and self evaluations
- first aid and emergency response skills appropriate to the location to enable initial response to emergencies and personal health care.

Required knowledge

- legislation and organisational policies and procedures to enable safe conduct of four wheel drive touring activities
- location specific information to assist in the planning process and enable management of potential hazards, risks and any special restrictions applying to the area
- vehicle and equipment types, characteristics and technology used for four wheel driving, the advantages and disadvantages, and factors affecting selection of equipment
- use, care and maintenance and repair of vehicle and equipment to ensure prolonged life span and safety requirements
- safe vehicle loading practices to enable clear and accurate demonstration to participants
- principles of nutrition to maintain health and energy during the trip
- four wheel driving techniques and common communication methods used between drivers to reduce risk
- weather and environmental information to ascertain possible conditions and their affect on the trip
- communication systems used in four wheel driving to maintain safety
- first aid, emergency and rescue procedures relevant to the location to ensure safety of self and others.

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

Evidence of the following is essential:

- plans within activity constraints and guides and monitors groups in a safe and professional manner during a four wheel drive tour
- applies contingency management techniques to deal with a range of problems and issues that may arise during four wheel drive trips
- encourages and responds to group feedback and evaluates and reflects on own guiding performance to identify strengths, weaknesses and areas that need improvement.

Context of and specific resources for assessment

Assessment must ensure the safe guiding of groups in four wheel drive activities that are appropriate to the needs and characteristics of a range of participants to demonstrate competency and consistency of performance.

Assessment must also ensure access to:

- a suitable outdoor environment to guide groups on four wheel drive tours
- participants to take part in the four wheel drive trip
- four wheel drive vehicles
- recovery, maintenance and repair, navigation and communication equipment
- resources and information regarding participants and location to plan, guide and document four wheel driving activities for a variety of participants.

Method of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- observation of interacting with a group of participants on multiple occasions, including conveying information for safe participation
- oral or written questioning to assess knowledge and application of relevant legislation and organisational policies and procedures to enable safe conduct of trip
- observation of dealing with contingencies, on

multiple occasions, such as changing weather conditions and equipment failure

- review of four wheel drive trip plans
- third-party reports from a four wheel drive leader detailing performance.

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:

- SISODRV302A Drive and recover a 4WD vehicle

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.

Condition of participants may include:

- previous experience
- age
- injuries and illnesses.

Trip plan may include:

- aims and objectives
- date, time and duration
- location, vehicles and equipment
- safety and emergency requirements.

Relevant legislation may include:

- occupational health and safety
- permits or permission for access
- environmental regulations.

Organisational policies and procedures may include:

- occupational health and safety
- Adventure Activity Guidelines
- land management and minimal impact policies
- confidentiality of participant information
- time and budget constraints
- use and maintenance of equipment
- communication protocols
- vehicle reporting and notification procedures
- travelling in convoy with other vehicles
- code of ethics.

Trip objectives may include:

- self improvement
- meeting people
- adventure and recreation.

Hazards may include:

- temperature extremes
- slippery or unstable terrain
- dangerous animals and insects
- stinging trees and nettles
- dense vegetation
- group management hazards.

Risks may include:

- hypothermia
- heat exhaustion
- injuries
- exhaustion
- lost party or party member

- Relevant sources** may include:
- equipment and course failure.
 - Bureau of Meteorology
 - media
 - land managers or agencies
 - local knowledge.
- Weather and environmental information** may include:
- satellite images
 - daily and weekly forecasts
 - maximum and minimum temperatures
 - weather warnings
 - event warnings
 - river levels
 - synoptic charts
 - high and low tide predictions.
- Food and water requirements** may include:
- menu planning and preparation
 - perishability
 - packaging
 - storage.
- Principles of nutrition** may include:
- food groups
 - dietary guidelines
 - essential nutrients
 - individual food requirements and allergies.
- Contextual issues** may include:
- weather conditions, including times
 - season
 - transport
 - location
 - trip distance and duration
 - group objectives
 - group size.
- Appropriate authorities** may include:
- authorities
 - supervisors.
- Equipment** may include:
- vehicles
 - spare parts
 - fuel
 - recovery equipment
 - navigation equipment
 - communication equipment
 - safety and rescue equipment.
- Relevant information** may include:
- safety procedures
 - risk and hazard prevention and management
 - environmental impact minimisation
 - driving, maintenance and recovery techniques

- navigation
 - responsible and safe behaviour.
- Safety procedures** may include:
- appropriate spacing between vehicles
 - use of maintenance and recovery equipment.
- Variable factors** may include:
- change of weather
 - vehicle and equipment failure
 - terrain conditions.
- Relevant aspects** may include:
- objectives
 - planning process
 - activity site
 - weather
 - equipment selection
 - clothing selection
 - food selection
 - instructional content
 - instructional technique
 - assessment technique
 - group feedback
 - directing techniques
 - rescue techniques employed.

Unit Sector(s)

Outdoor Recreation

Competency Field

Driving