



Australian Government

TLIA0031 Organise transport of freight or goods

Release: 1

TLIA0031 Organise transport of freight or goods

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to organise the transport of freight or goods.

It includes planning transport operations, organising freight transport, completing the required documentation, finalising organisational processes in compliance with relevant codes of practice and regulations, and applying policies and procedures to organise the transport of freight or goods.

It is performed under general supervision, with some accountability and responsibility for self and others in achieving prescribed outcomes.

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

Pre-requisite Unit

Not applicable.

Competency Field

A – Handling Cargo/Stock.

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Plan transport operations

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

1.1 Product knowledge of goods and workplace procedures are applied to the transportation analysis process

1.2 Domestic and international regulations, codes and procedures for

transporting freight are identified

- 1.3 Hazards are identified, risks are assessed and control measures are implemented
 - 1.4 Resources are identified to match the task
 - 1.5 Work processes are planned to meet agreed timelines
 - 1.6 Types of transportation required for the freight or goods are identified to match customer requirements, freight type and delivery time
 - 1.7 Goods transfer methods between modes of transport are selected, as required
- 2 Organise freight transport**
- 2.1 Personnel are informed of work requirements and timelines
 - 2.2 Handling methods suitable to the goods and transport method are selected
 - 2.3 Personnel, equipment, temporary storage areas and contingencies, are allocated and supervised, as required
 - 2.4 Discrepancies in freight are noted and appropriate action is undertaken in accordance with workplace procedures
 - 2.5 Freight is secured to minimise damage to contents
 - 2.6 Work processes are monitored to ensure human resources and equipment are maintained at productive levels in accordance with workplace and work health and safety (WHS)/occupational health and safety (OHS) requirements

3 Complete organisational processes

- 3.1 Monitoring processes to track freight movement are implemented
- 3.2 Reporting requirements are communicated to appropriate personnel
- 3.3 Workplace documents and records are checked for completion and stored in accordance with workplace procedures

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the TLI Transport and Logistics Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIA4032 Organise transport of freight or goods.

Links

Companion Volume Implementation Guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851>

Assessment Requirements for TLIA0031 Organise transport of freight or goods

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria on at least one occasion and include:

- applying precautions and required action to minimise, control or eliminate identified hazards
- applying relevant legislation and workplace procedures
- communicating effectively with others
- completing relevant documentation
- identifying, monitoring and managing resources for transport of freight or goods
- modifying activities depending on operational contingencies, risk situations and environments
- monitoring and prioritising work activities in terms of planned schedule
- planning own work, prioritising work activities, predicting consequences and identifying improvements
- planning transport operations of freight or goods
- reading, interpreting and following relevant instructions, procedures and signs
- reporting and/or rectifying identified problems, faults or malfunctions promptly in accordance with regulatory requirements and workplace procedures
- securing freight in accordance with regulations
- selecting and using required communication systems
- using suitable handling methods
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria and include knowledge of:

- possible problems and appropriate solutions
- procedures for assessing storage and transport requirements and options
- procedures for calculating/estimating weight, volumes and dimensions
- procedures for coordinating the transfer and storage of goods, including multi-modal transport
- procedures for identifying and evaluating information needed to facilitate the transport of freight
- procedures for organising required permits and for completing transport documentation
- procedures for selecting transport/storage equipment and systems
- relevant legislative requirements and codes of practice
- relevant work health and safety (WHS)/occupational health and safety (OHS) and environmental procedures and regulations
- sources of information and documentation for organising the transport of freight and goods.

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation, including legislation, regulations, codes of practice, workplace procedures and operation manuals.

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