



Australian Government

TLIA4032 Organise transport of freight or goods

Release: 1

TLIA4032 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 in compliance with relevant codes of practice and regulations, and to apply routine principles and procedures to organise the transport of freight or goods prior to shipment.

It includes planning transport operations, organising freight transport, completing the required documentation and finalising organisational processes.

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	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Plan transport operations	1.1 Knowledge of product to be freighted 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 including manual handling equipment, employee competencies, storage areas, goods management equipment and transportation equipment 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 is identified to match customer requirements, freight type and delivery time

1.7 Multiple transport modes are identified as required

1.8 Goods transfer methods between modes of transport are selected as required

2 Organise freight transport

2.1 Employees, equipment and temporary storage areas (as required) are allocated and supervised

2.2 Freight is secured ensuring no damage to contents

2.3 Handling methods suitable to the goods and transport method are selected

2.4 Individuals are informed of work requirements and timelines

2.5 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

2.6 Discrepancies in freight are noted and appropriate action is undertaken in accordance with workplace procedures

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 are filed/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 Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIA4032A 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 TLIA4032 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.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of 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
- establishing effective working relationships with colleagues and clients
- modifying activities depending on operational contingencies, risk situations and environments
- monitoring and prioritising work activities in terms of planned schedule
- operating and adapting to differences in equipment in accordance with operating procedures
- planning own work, prioritising work activities, predicting consequences and identifying improvements
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with regulatory requirements and workplace procedures
- reading, interpreting and following relevant instructions, procedures and signs
- selecting and using required communications equipment, computers and systems
- 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 of the requirements of the elements and performance criteria and include knowledge of:

- problems that may occur and appropriate action that can be taken
- 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 selecting transport/storage equipment and systems
- procedures for organising required permits and for completing transport documentation
- relevant legislative requirements and codes of practice
- relevant WHS/OHS and environmental procedures and regulations
- sources of information and documentation for organising the transport of freight and goods.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in *the Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in 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 include:

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

Links

Companion Volume implementation guides are found in VETNet -

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