



Australian Government

TLIB0012 Maintain and use hand tools

Release: 1

TLIB0012 Maintain and use hand tools

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 maintain and use hand tools in accordance with workplace procedures and safe working codes of practice across a variety of operational workplace contexts within the transport and logistics industry.

It includes selecting and using hand tools to complete workplace tasks, maintaining basic hand tools in accordance with manufacturer instructions, and securing and storing hand tools in accordance with workplace procedures.

Work is performed under some supervision, generally within a team environment.

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

Pre-requisite Unit

Not applicable.

Competency Field

B – Equipment Checking and Maintenance

Unit Sector

Rail sector.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Select and use hand tools

PERFORMANCE CRITERIA

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

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|------------|---|
| 1.1 | Correct tools are chosen to complete workplace tasks |
| 1.2 | Appropriate personal protection equipment (PPE) is selected and used to minimise personal injury risk |

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| | 1.3 | Hand tools are used in accordance with manufacturer specifications or workplace procedures to prevent damage and personal injury |
| 2 Maintain hand tools | 2.1 | Hand tool are cleaned and maintained in accordance with manufacturer specifications and/or local instructions to ensure correct ongoing functionality of hand tools |
| | 2.2 | Unserviceable tools are repaired, replaced or reported to relevant personnel to ensure correct functionality |
| 3 Secure and store hand tools | 3.1 | Tools are transported in a safe, secure, efficient manner to minimise risk of injury to personnel and damage to equipment |
| | 3.2 | Tools are stored and secured according to manufacturer or workplace procedures to prevent damage to, and losses of, equipment |

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 TLIB1028 Maintain and use hand tools.

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 TLIB0012 Maintain and use hand tools

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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 and working effectively with others
- completing relevant documentation
- identifying and selecting at least three different types of hand tools and related materials or equipment suitable for the required task
- using at least three different types of hand tools and related materials or equipment safely
- reading, interpreting and following relevant instructions, procedures, information and signs.

Knowledge Evidence

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

- workplace emergency procedures
- materials for maintaining hand tools and the procedures and precautions for their care, use and storage
- problems that may occur maintaining and using hand tools and related action that should be taken
- relevant work health and safety (WHS)/occupational health and safety (OHS), and environmental procedures and regulations
- relevant sections of state/territory regulations, codes of practice and safe working system requirements
- workplace documentation and records requirements
- workplace procedures and policies for maintaining and using hand tools.

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 other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment (PPE) currently used in industry
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals.

Links

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