



Australian Government

TLIB0021 Read and interpret maintenance plans and job specifications

Release: 1

TLIB0021 Read and interpret maintenance plans and job specifications

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 read and interpret maintenance plans and job specifications in a rail work environment.

It includes reading and interpreting maintenance job plans, drawings and specifications; and recognising amendments and commonly used symbols and abbreviations. It also includes locating and identifying key features on site plan, and reading and interpreting job specifications.

Work is performed under general supervision 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 Prepare maintenance job plans, drawings and specifications

PERFORMANCE CRITERIA

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

1.1 Job plans and specification are accessed and interpreted in accordance with workplace procedures

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| | 1.2 | Work requirements are read, interpreted, clarified and confirmed |
| | 1.3 | Types of plans and drawings used in the workplace are identified |
| | 1.4 | Key functions of each type of drawing are identified |
| | 1.5 | Rail network standards and requirements are recognised and adhered to in accordance with workplace procedures |
| | 1.6 | Environmental controls from the job plans, specifications and environmental plan are identified |
| | 1.7 | Hazards are identified, risks assessed and control measures implemented in accordance with workplace procedures |
| 2 Recognise amendments | 2.1 | Drawing title panel is checked to verify currency and the latest amendments are noted |
| | 2.2 | Amendments to specifications are checked to ensure currency of information |
| 3 Recognise commonly used drawing symbols and abbreviations | 3.1 | Drawing symbols and abbreviations are identified and confirmed in accordance with workplace procedures |
| | 3.2 | Legend on drawings is located and interpreted in accordance with rail network standards |
| 4 Locate and identify key features on site plan | 4.1 | Site plan is orientated and key features of the site identified |
| | 4.2 | Site is accessed and services and main features are identified in accordance with workplace procedures |
| 5 Read and interpret job specifications | 5.1 | Job specifications, notes and descriptions are identified and confirmed from drawings |
| | 5.2 | Rail network standard of work, finishes and tolerances are identified and confirmed from job specifications |
| | 5.3 | Material attributes are identified and confirmed from job specifications |

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.

Unit Mapping Information

This is a new unit. No equivalent unit.

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 TLIB0021 Read and interpret maintenance plans and job specifications

Modification History

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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 two separate occasions and include:

- applying workplace procedures and techniques for the safe, effective and efficient completion of reading and interpreting maintenance plans and specifications including:
 - communicating effectively to clarify instructions/information
 - orienting/confirming the orientation of a plan
- locating and applying relevant maintenance policies and workplace procedures
- reading and interpreting maintenance plans and specifications that safely, effectively and efficiently meets all the required outcomes including:
 - gaining access to site, safely and identifying symbols, abbreviations, services and main features
 - identifying key features on site plans
 - recognising clear discrepancies and verifications between the map, plan, drawing, specifications and the actual site and reporting or taking required actions
- working effectively with others to undertake and complete the reading and interpreting of plans and specifications that meet all the required outcomes including:
 - complying with written and verbal reporting requirements and workplace procedures
 - using a range of communications techniques and 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:

- application of scales in plan preparation and interpretation
- basic calculations of heights, areas, volumes and grades
- commonly used maintenance plans, symbols and abbreviations
- drawing conventions
- features of maintenance plans and elevations including direction, scale, key, contours, symbols and abbreviations
- key features of formal job specifications

- maintenance principles
- planning and organising work activities
- rail network maintenance and housekeeping standards
- relevant terminology
- safe work methods statements (SWMS)
- site requirements and workplace procedures for:
 - achieving project quality and accuracy
 - identifying and reporting on hazards
 - rail corridor and danger zone
- types of services/utilities and providers.

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 rail 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 maintenance documentation and standards including legislation, regulations, codes of practice, workplace procedures and maintenance manuals.

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