



Australian Government

TLID0045 Coordinate furniture removal

Release: 1

TLID0045 Coordinate furniture removal

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 coordinate the removal of furniture and effects, in compliance with relevant industry codes of practice and workplace procedures.

This unit includes the application of standard furniture removal procedures by removal crew members when coordinating a removal across a variety of removal contexts.

It also includes coordinating the position of removal vehicle, determining access arrangements, identifying potential hazards, developing, communicating and monitoring an appropriate removal plan prior to uplift and completing all relevant records.

Work is performed under limited or minimum supervision, generally within a team environment. Accountability and responsibility for the safety of self and others is required when coordinating furniture removal.

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

Pre-requisite Unit

Not applicable.

Competency Field

D – Load Handling

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

PERFORMANCE CRITERIA

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

1	Position vehicle	1.1	Vehicle is positioned safely and in accordance with critical factors and workplace procedures
		1.2	Need for use of visual safety equipment and signage is determined and placed in accordance with workplace procedures and local authority and state and territory requirements
		1.3	Access to vehicle is planned to minimise impact to traffic, gardens and lawns, and to avoid obstructions
		1.4	Potential hazards are identified and vehicle is positioned to minimise risk of injury or damage to items and equipment during removal activities
2	Define job requirements	2.1	Client or agent needs and expectations are clarified and confirmed through questioning and discussion and compared with written removal appraisal
		2.2	Removal inventory is checked for accuracy and discrepancies and agreement with client or agent is confirmed
		2.3	Initial inspection of removal job is undertaken and an appropriate loading sequence is confirmed
		2.4	Potential internal hazards are identified and appropriate action is planned to minimise risk of injury to persons or damage to items, equipment or structure
		2.5	Special requirements are identified and discussed with client or agent
		2.6	Client or agent is advised of any pre-damaged or damage-risked items and appropriate documentation is completed
		2.7	Dangerous or hazardous items are identified and actioned in accordance with removal documentation and workplace procedures
		2.8	Items are appropriately prepared for, in accordance with removal documentation and workplace procedures

3	Plan and monitor loading	3.1	Loading plan is confirmed in consultation with onsite removal team members
		3.2	Potential external hazards are identified and appropriate action is planned to minimise risk of injury to persons or damage to items and equipment during removal activities
		3.3	Loading timeframes are monitored to ensure scheduling requirements of loading plan are met
4	Complete records	4.1	Records are updated accurately, legibly and promptly in accordance with workplace procedures
		4.2	Records are checked to ensure all required information relevant to job is included

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 TLID3050 Coordinate furniture removal.

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 TLID0045 Coordinate furniture removal

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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 relevant legislation, workplace procedures and industry standards
- communicating effectively with others
- identifying hazardous or dangerous items unacceptable for removal
- interpreting and following operational instructions and prioritising work
- monitoring work activities in terms of removal documentation such as inventories and loading plans
- operating a range of communications equipment according to workplace procedures
- monitoring timelines and applying strategies to minimise delays
- reading, interpreting and following relevant instructions, procedures, information and signage
- reporting and addressing identified problems promptly, in accordance with regulatory requirements and workplace procedures
- working collaboratively with others during a removal
- working systematically with required attention to detail to avoid injury to self or others or damage to furniture 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:

- critical factors for positioning removal vehicles
- customer/client service requirements including appropriate presentation, personal hygiene, language, courtesy, behaviour and problem solving
- furniture removal procedures and codes of practice
- hazards and related hazard control measures
- items unsuitable for removal and associated reasons
- load restraint
- organisational workplace procedures
- procedures for items requiring special requirements
- removal documentation and signed agreements completed during removal survey and related

procedures

- relevant agreements and legislation applicable to furniture removal
- relevant state/territory road traffic authority licence and traffic regulations
- relevant vehicle parking safety requirements
- relevant work health and safety (WHS)/occupational health and safety (OHS) and environmental protection legislation and policies.

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
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and PPE currently used in industry.

Links

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