



Australian Government

Assessment Requirements for TLIE3023 Use electronic communication systems

Release: 2

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Modification History

Release 2. This is the second release of this unit of competency in the TLI Transport and Logistics Training Package:

- Minor statement changes in Assessment Conditions.

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 potential work health and safety (WHS)/occupational health and safety (OHS) hazards when using communications equipment
- applying relevant legislation and workplace procedures
- communicating effectively with others
- completing documentation related to work activities
- identifying and reporting problems, faults and malfunctions in accordance with workplace procedures
- identifying and using required communications technology
- prioritising communication activities depending on operational contingencies, risk situations and environments
- using appropriate numeric functions when entering data into a computer system.

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:

- communications techniques, including barriers to effective communication
- features of various communications systems
- problems that can occur when using communications systems and associated corrective actions
- procedures and protocols for using communications systems during an emergency
- procedures for using communications systems
- protocols and procedures for communicating with others using relevant communications technology
- WHS/OHS risks and hazards when using communications systems.

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:

- 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 workplace procedures, regulations, codes of practice and operation manuals.

Links

Companion Volume Implementation Guides are found in VETNet -

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