



Australian Government

TLIE4032 Use internal communication systems for rail industry regulatory compliance

Release: 2

TLIE4032 Use internal communication systems for rail industry regulatory compliance

Modification History

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

- Minor statement change in Performance Evidence
- 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.

Application

This unit involves the skills and knowledge required to use internal communication systems for rail industry regulatory compliance.

It includes identifying regulatory compliance requirements, disseminating information, updating systems and managing data.

This unit covers identifying relevant information related to safety management and disseminating the information to the appropriate personnel.

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

Pre-requisite Unit

Not applicable.

Competency Field

E – Communication and Calculation

Unit Sector

Rail sector.

Elements and Performance Criteria

Elements describe the essential outcomes.

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

1	Confirm regulatory compliance requirements	1.1	Regulatory compliance information is received and analysed for relevance and importance
		1.2	Relevant personnel to whom the information is to be communicated are determined in accordance with regulatory and/or organisational requirements
		1.3	Data is formatted into suitable media prior to disseminating information as required
2	Disseminate information	2.1	Method/s of communication is determined in accordance with regulatory and/or organisational requirements
		2.2	Regulatory compliance information is disseminated promptly and, where applicable, receipt of information is confirmed and stored/managed in accordance with organisational requirements
3	Update systems and manage data	3.1	Organisational systems affected by regulatory compliance information are identified and updated in accordance with regulatory and/or organisational requirements
		3.2	Regulatory compliance information is filed or stored in accordance with regulatory and/or organisational document control 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 TLI Transport and Logistics Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIE4032A Use internal communication systems for rail industry regulatory compliance.

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 TLIE4032 Use internal communication systems for rail industry regulatory compliance

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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 and workplace procedures
- communicating effectively and working collaboratively with others
- identifying and using media available for disseminating information
- identifying rail industry regulatory compliance requirements
- identifying regulatory compliance information storage methods
- reading and interpreting relevant instructions, procedures and information
- using appropriate media to disseminate information.

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:

- data management systems
- organisational risk management systems
- organisational systems available for information communication and dissemination
- rail safety national law and regulatory requirements related to rail safety management system (SMS)
- regulatory compliance information
- requirements of organisational systems including SMSs, risk management plans and risk registers
- workplace procedures and instructions for notifiable occurrence reports.

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
- applicable documentation including workplace procedures, regulations, SMS, codes of practice and operation manuals.

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