



Australian Government

TLIF0002 Administer chain of responsibility policies and procedures

Release: 1

TLIF0002 Administer chain of responsibility policies and procedures

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 identify, apply and follow chain of responsibility policies and procedures in a supervisory role in relation to heavy vehicles.

It includes explaining the chain of responsibility features and administering the requirements in the Heavy Vehicle National Law (HVNL) and regulations or applicable state/territory law and regulations. It also involves administering and monitoring chain of responsibility workplace policies and procedures, and identifying and reporting chain of responsibility breaches.

Work is performed under general supervision.

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

Pre-requisite Unit

Not applicable.

Competency Field

F – Safety Management

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Explain chain of responsibility features in the Heavy Vehicle National Law and regulations or applicable state/territory law and

PERFORMANCE CRITERIA

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

1.1 Principal obligations relating to chain of responsibility in the Heavy Vehicle National Law (HVNL) and regulations or applicable state/territory law and regulations are

regulations	identified
	1.2 Principal duties of each party in the chain of responsibility as outlined in the HVNL and regulations or applicable state/territory law and regulations are explained
	1.3 Breaches and penalties for each party for failure to comply with chain of responsibility as outlined in the HVNL and regulations or applicable state/territory law and regulations are explained
	1.4 Reasonable steps to be followed by each party to comply with chain of responsibility as outlined in the HVNL and regulations or applicable state/territory law and regulations are explained
2 Administer chain of responsibility requirements in the Heavy Vehicle National Law and regulations or applicable state/ territory law and regulations	2.1 Workplace policies, procedures and other documents that include chain of responsibility as it applies to responsibilities of own job role are identified and explained
	2.2 Methods and requirements to ensure management of speed and fatigue are explained
	2.3 Methods to calculate vehicle dimension and mass limits are explained
	2.4 Methods to ensure loads are secured are explained
	2.5 Workplace documents relating to chain of responsibility are completed and processed to workplace requirements
3 Administer and monitor chain of responsibility workplace policies and procedures	3.1 Workplace policies and procedures relating to chain of responsibility are applied within the scope of responsibilities of own role
	3.2 Workplace policies and procedures relating to chain of responsibility and any associated changes are communicated to all staff
	3.3 Application of workplace policies and procedures relating to chain of responsibility is monitored to ensure compliance with

requirements

- 4 Identify and report chain of responsibility breaches**
- 3.4 Appropriate action is taken when non-compliances with chain of responsibility requirements are identified
 - 4.1 Chain of responsibility breaches are identified and investigated, and appropriate rectification action is taken
 - 4.2 Workplace and industry practices for reporting chain of responsibility breaches are identified and followed

Foundation Skills

Foundation skills essential to performance are explicit at a broad level 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 but is not equivalent to TLIF3093A Implement chain of responsibility regulations.

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 TLIF0002 Administer chain of responsibility policies and procedures

Modification History

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 and include:

- applying chain of responsibility obligations relating to own job role on a minimum of three occasions
- applying and monitoring workplace policies and procedures relating to chain of responsibility in a supervisory role for a minimum of four weeks
- preparing reports of chain of responsibility breaches on a minimum of three occasions, each about a different type of breach.
-

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:

- action required when possible breaches of the chain of responsibility are identified
- consequences of non-compliance with the chain of responsibility
- roles including
 - duties within the individual's own role
 - duties performed by others under the individual's supervision
 - duties that influence or direct other parties in the chain of responsibility
- methods and requirements to ensure management of fatigue, speed, load restraint, mass and dimension
- parties in the chain of responsibility including
 - consignors and consignees
 - drivers/owner drivers
 - employers, prime contractors and operators
 - loaders
 - loading managers
 - packers
 - parties in the extended liability provisions of the HVNL and regulations or applicable state/territory law and regulations
 - schedulers

- principal obligations relating to chain of responsibility in the HVNL and regulations or applicable state/territory law and regulations including
 - consideration of traffic conditions in managing speed and fatigue
 - extended liability
 - fatigue, work and rest times
 - securing loads
 - vehicle dimension and load limits
- what constitutes a duty, a reasonable step, a breach and a penalty to chain of responsibility regulations as they apply to a range of job roles
- where to locate current chain of responsibility information
- workplace policies and procedures around chain of responsibility for own job role and the range of job roles for which own job role is responsible.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in 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 currently used in industry
- applicable documentation including legislation, regulations, codes of practice, workplace procedures and operation manuals.

Online assessment is not suitable for final assessment of this unit of competency.

Links

Companion Volume implementation guides are found in VETNet -

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