



Australian Government

TLIF0019 Follow vehicle protocols for loading and unloading

Release: 1

TLIF0019 Follow vehicle protocols for loading and unloading

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 follow vehicle protocols for loading and unloading a vehicle in accordance with regulations and workplace requirements.

It includes ensuring adherence to site entry requirements, administering vehicle protocols prior to, during and after loading and unloading and reporting variances.

Work is generally performed under some supervision, within a team or group environment.

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

Pre-requisite Unit

Not applicable.

Competency Field

Safety Management

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Adhere to site entry requirements

PERFORMANCE CRITERIA

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

- 1.1 Confirm operators entering site have been previously inducted in accordance with regulations and workplace requirements
- 1.2 New persons controlling vehicles entering site are inducted to site in accordance with regulations and

		workplace requirements
	1.3	Site traffic management plan and entry requirements are communicated and confirmed
2 Administer vehicle protocols prior to loading and unloading	2.1	Loading and unloading allocation is prioritised in accordance with transport type
	2.2	Staging areas or locations are identified and assigned to operator controlling vehicles in accordance with transport type
	2.3	Instructions are provided to operator controlling vehicles to be loaded and unloaded to proceed to relevant staging areas or locations
	2.4	Operator controlling vehicles for loading and unloading are monitored to ensure adherence to traffic management plan and queuing in allocated areas
	2.5	Vehicles preparing for loading and unloading are monitored to ensure illuminated or signed instructions are followed
	2.6	Vehicle is positioned in relevant staging area or location in accordance with workplace procedures
	2.7	Vehicle isolation or immobilisation is confirmed as ready for loading and unloading in accordance with regulations and workplace procedures
	2.8	Pedestrians are excluded from loading zones in accordance with regulations and workplace procedures
	2.9	Operators are excluded from vehicles to be loaded and unloaded to designated area in accordance with regulations and workplace procedures
3 Administer vehicle protocols during loading and unloading	3.1	Separation zones are maintained during loading and unloading in accordance with regulations and workplace procedures
	3.2	Immobilisation or isolation of vehicle during loading and unloading process is ensured
	3.3	Adjustments are made to the accessibility of the vehicle to complete loading and unloading in accordance with workplace procedures

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| | 3.4 | Variances and discrepancies are identified, controlled and reported to relevant personnel |
| | 3.5 | Protocols for breaches of loading and unloading zones are followed |
| 4 Administer vehicle protocols after loading and unloading | 4.1 | Loading and unloading area is confirmed as ready for vehicle departure in accordance with regulations and workplace procedures |
| | 4.2 | Instructions are provided to operator controlling vehicles preparing for departure to safely exit site in accordance with regulations and workplace procedures |
| | 4.3 | Vehicles previously isolated or immobilised are prepared for return to operational state |
| | 4.4 | Loading and unloading area is prepared and confirmed as ready for the next vehicle |
| 5 Report variances | 5.1 | Variances are identified and reported to relevant personnel in accordance with regulations and workplace procedures |
| | 5.2 | Documentation is completed according to workplace 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 may be found in the TLI Transport and Logistics Training Package Companion Volume Implementation Guide.

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 TLIF0019 Follow vehicle protocols for loading and unloading

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria on at one occasion and include:

- adapting to differences in equipment used for immobilisation or isolation
- applying precautions and actions to minimise, control or eliminate hazards that may exist during work activities
- communicating and working effectively with others when administering vehicle protocols for loading and unloading
- completing documentation related to the administering of vehicle protocols for loading and unloading
- implementing contingency plans
- monitoring and prioritising work activities in terms of planned schedule
- operating communication equipment to required protocols
- planning own work, including predicting consequences and identifying improvements
- interpreting and following instructions and procedures relevant to administering vehicle protocols for loading and unloading
- reporting and applying suitable controls to identified problems promptly in accordance with regulatory requirements and workplace procedures
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria and include knowledge of:

- housekeeping standards and workplace procedures
- operational workflow within a loading and unloading area
- problems that may occur when preparing for, during, and after loading and unloading activities in an operational environment
- regulations relevant to administering vehicle protocols for loading and unloading vehicles
- relevant legislation, workplace procedures and policies for administering vehicle protocols for loading and unloading vehicles
- traffic management plan

- types of equipment used in administering vehicle protocols for loading and unloading vehicles.

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:

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

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