



Australian Government

TLIF0021 Administer the implementation of fatigue management strategies

Release: 1

TLIF0021 Administer the implementation of fatigue management strategies

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 administer the implementation of fatigue management strategies.

It includes monitoring the implementation of fatigue management strategies; recognising breaches of fatigue management policies, procedures and regulations; and developing and assessing staff competence in fatigue management. It also includes providing feedback to staff on deficiencies in their fatigue management skills and knowledge and reporting to management on the implementation of fatigue management policy.

Work is performed under limited supervision generally as a team leader or supervisor.

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 describe the essential outcomes.

1 Monitor the implementation of fatigue

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

1.1 Work activities of workers and suppliers in organisation's products and services supply chain are monitored in accordance with organisation's fatigue risk management

management strategies	implementation plan
	1.2 Reviews are undertaken of scheduled versus actual hours of work and, where a compliance breach is identified, corrective action is taken to analyse the reasons concerned and to rectify the situation
2 Recognise breaches of fatigue management policies, procedures and regulations	2.1 Signs and symptoms of fatigue in workers are identified in accordance with workplace procedures
	2.2 Breaches of fatigue management policies, procedures and regulations in the work activities of workers and suppliers are recognised and reported in accordance with workplace procedures
	2.3 Errors and incidents relating to non-compliance with fatigue management procedures and regulations are investigated and reported in accordance with workplace procedures
	2.4 Corrective action is taken in conjunction with workers or suppliers concerned to ensure ongoing and future compliance with fatigue management policies and procedures
3 Develop and assess staff competence in fatigue management	3.1 Appropriate training programs and learning resources are developed and provided to ensure workers understand the organisation's fatigue management policies and procedures, and the risks, causes and consequences of fatigue
	3.2 Workers are assessed to confirm they are competent in understanding the organisation's fatigue management strategies and can apply them to their day-to-day work activities and responsibilities
	3.3 Deficiencies in worker competence to apply organisation's fatigue management strategies to their work activities are identified and appropriate learning opportunities are provided to enable workers to achieve required competence
4 Provide feedback to staff on deficiencies in fatigue management skills and knowledge	4.1 Evidence of worker deficiencies in implementing fatigue management strategies is obtained and interpreted from observation of signs and symptoms of fatigue in work activities, periodic evaluations of work performance and assessments of competence carried out as part of training and learning activities
	4.2 Workers are provided with feedback on identified deficiencies in their implementation of fatigue management strategies and appropriate support and counselling is provided on how they might address these deficiencies

- 4.3** Further learning opportunities and information are provided to assist workers to implement organisation's fatigue management strategies in their area of work activity, as required
- 5 Report on the implementation of fatigue management policy**
- 5.1** Periodic audits of the implementation of fatigue management strategies in the work area/s of responsibility are carried out in accordance with workplace procedures
- 5.2** Accidents, safety incidents and near misses are investigated and analysed to identify the extent to which fatigue might have been a contributing factor
- 5.3** Reports on implementation of organisation's fatigue risk management system are prepared and submitted to designated personnel in accordance with 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 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 TLIF3063 Administer the implementation of fatigue management strategies.

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 TLIF0021 Administer the implementation of fatigue management strategies

Modification History

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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 least one occasion and include:

- adapting to changes in relevant regulations, policies and procedures
- applying relevant legislation and workplace procedures
- assisting workers to identify their own learning needs on matters related to fatigue management
- communicating effectively with others regarding risk-based fatigue management
- modifying activities and taking appropriate initiatives to administer the implementation of organisation's fatigue risk management system depending on contexts, risk situations and environments
- planning and carrying out audits and reviews of organisation's fatigue risk management system
- planning and organising training and learning opportunities for workers on fatigue management and implementing organisation's fatigue risk management system
- interpreting documentation on organisation's fatigue risk management system and related policy, instructions, procedures and regulations and applying this information to supervisory activities
- recognising breaches of fatigue management strategies and regulations and taking appropriate actions in accordance with organisation's fatigue risk management system
- working collaboratively with workers and management staff to implement organisation's fatigue risk management system.

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:

- chain of responsibility obligations as they apply to fatigue risk management in relation to heavy vehicle transport activities
- factors that increase fatigue-related incidents
- hazards and risks created by fatigue in the workplace
- how fatigue affects workplace performance
- how fatigue contributes to workplace incidents

- lifestyles that promote the effective long-term management of fatigue
- options and resources for providing training and learning opportunities for workers on fatigue management and the implementation of organisation's fatigue risk management system, including:
 - fatigue management refresher training
 - in-depth training on fatigue and fatigue management techniques
 - initial induction training
 - remedial training where existing competence is assessed as being insufficient
- organisation's fatigue risk management system, including:
 - control of factors that can contribute to fatigue and fatigue-related incidents
 - corrective actions
 - the operational area/s being administered
 - workplace policies and procedures
- procedures for auditing and reviewing organisation's fatigue risk management system, and related policies and procedures for reporting audit outcomes
- processes and resources for assessing worker fatigue risk management competence
- relevant codes, regulations, permit and licence requirements
- relevant work health and safety (WHS)/occupational health and safety (OHS) regulations
- signs, symptoms, causes and consequences of fatigue in relation to workers and organisation
- strategies and ways of managing the risk of fatigue
- ways of assisting individuals to assess their own sleep patterns and to evaluate their own fitness for work such as providing information on how to identify sleep disorders and how to obtain appropriate treatment
- ways of providing feedback to workers on identified deficiencies in their competence to implement fatigue risk management strategies
- ways of recognising fatigue
- workers and organisation responsibilities for implementing fatigue management regulations and policies, including suppliers and sub-contractors in organisation's services and products supply chain.

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
- 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.

Links

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