



Australian Government

Assessment Requirements for TLIF0024 Develop and maintain a safe workplace

Release: 1

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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 the requirements of the elements and performance criteria on at least one occasion and include:

- analysing the working environment to identify hazards, assess risks, implement control measures, and design and implement appropriate work health and safety (WHS)/occupational health and safety (OHS) management systems
- applying precautions and required action to minimise, control or eliminate identified hazards
- applying relevant legislation and workplace procedures
- communicating effectively with others when establishing a safe workplace
- completing relevant documentation when establishing a safe workplace
- developing and implementing appropriate WHS/OHS management systems
- establishing and maintaining an OHS/WHS records management system
- interpreting and following operational instructions and prioritising work
- investigating non-conformances
- modifying activities depending on operational contingencies, risk situations and environments
- monitoring work activities in terms of planned schedule
- planning work activities, including predicting consequences and identifying improvements
- reading and interpreting relevant instructions, procedures, information, labels and signs
- selecting and using required personal protective equipment (PPE) conforming to industry and WHS/OHS standards
- working collaboratively with others when developing and maintaining a safe workplace
- 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:

- appropriate links to other management systems, for example, contractors, maintenance and purchasing
- arrangements for participation and consultation over WHS/OHS
- communication techniques and protocols
- considerations for choosing between different control measures
- elements of an effective WHS/OHS management system
- hazards and associated safety risks that exist in the workplace
- hierarchy of controls
- incident and accident investigation arrangements
- principles of risk management
- range of control measures available
- relevant regulatory and codes of practice requirements
- relevant WHS/OHS and environmental protection policies and procedures
- role of technical information and experts in designing risk control measures, monitoring systems and health surveillance procedures
- significance of other management systems and procedures for WHS/OHS
- systems of risk control, recognising the significance of WHS/OHS for effective workplace operation
- training, coaching and mentoring approaches appropriate for use in WHS/OHS training programs
- workplace business policies and plans related to WHS/OHS issues
- workplace protocols and procedures for managing personal work priorities and professional development.

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 PPE currently used in industry
- applicable documentation, including legislation, regulations, codes of practice, workplace procedures 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>