



Australian Government

TLIF4099 Develop an application for, or variation to, rail accreditation

Release: 1

TLIF4099 Develop an application for, or variation to, rail accreditation

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 develop an application for or variation to rail safety accreditation.

This unit covers the requirements to develop an application for new rail transport operator accreditation and/or for a variation to current accreditation.

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 Identify application requirements

PERFORMANCE CRITERIA

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

1.1 Documentation and requirements relevant to the application for or variation to accreditation is accessed and interpreted

1.2 Policies and objectives that express the organisation's commitment to regulatory compliance management are developed

- 1.3 Plan is prepared for the development of compliance requirements
 - 1.4 Required resources are identified and maintained to support the plan and approval from relevant personnel is gained
 - 1.5 Framework for the regulatory compliance management system is established and implemented
 - 1.6 Scope of proposed compliance requirements and resources is determined in consultation with relevant personnel and regulatory compliance is integrated into relevant documentation
 - 1.7 Consultation process is documented, information on the regulatory compliance system and procedures is explained and ready access to this information by all relevant stakeholders is ensured
- 2 Collate, compile and submit application**
- 2.1 Relevant documentation relating to governance, scope of operations, safety management system and procedures to meet application requirements is collected
 - 2.2 Endorsement and sign off of documents by relevant authorising officers is ensured
 - 2.3 Required resources to meet scope of operations are identified and documented
 - 2.4 Completed application with supporting evidence is verified prior to sign off by senior management
 - 2.5 Finalised application is submitted to relevant jurisdiction regulatory body
 - 2.6 Requests for further details or additional information are acted upon in a timely manner

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 Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIF4099A Develop an application for, or variation to, rail accreditation.

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 TLIF4099 Develop an application for, or variation to, rail accreditation

Modification History

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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:

- adapting to changes in legislation and regulations as they relate to rail accreditation application activities
- applying relevant legislation and workplace procedures
- communicating effectively with others
- developing a new application, exemption, notification of change or variation to an accreditation
- identifying relevant internal and external contact people
- reading and interpreting relevant documentation
- working collaboratively with employees and management.

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:

- components of and policies and procedures related to rail accreditation systems
- organisational systems for risk management and risk mitigation
- relevant legislation, regulations, permit and licence requirements related to rail accreditation and rail safety management systems
- responsibilities of organisation and individual employees related to rail accreditation systems
- workplace procedures and instructions for notifiable occurrence reports.

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.

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Assessment must occur in workplace operational situations or, where this is not available, 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 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 workplace procedures, regulations, codes of practice and operation manuals.

Links

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