



Australian Government

TLIF4107 Respond to notifiable rail safety occurrences

Release: 1

TLIF4107 Respond to notifiable rail safety occurrences

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 respond to notifiable rail safety occurrences in accordance with legislation, regulatory requirements and organisational procedures.

It includes identifying notifiable occurrences, completing and submitting documentation, conducting internal investigations and assisting with external investigations, in accordance with organisational procedures and relevant safeworking requirements.

This unit applies to notifiable rail safety occurrences as they relate to rail safety national law and regulations.

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 Identify legislative and regulatory requirements for reporting notifiable occurrences

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

- 1.1 Legislative and regulatory requirements for reporting notifiable rail safety occurrences are identified and accessed
- 1.2 Individual state/territory requirements for reporting notifiable rail safety occurrence are accessed and

interpreted

1.3 Applicable state/territory documentation required for reporting notifiable rail safety occurrences is accessed and interpreted

1.4 Legislative and state/territory requirements for reporting notifiable rail safety occurrences are communicated to relevant organisational personnel

2 Complete and submit notifiable occurrence documentation

2.1 Notifiable rail safety occurrence is checked against documentation to determine appropriate manner and timing for reporting occurrence

2.2 Reporting documentation for notifiable rail safety occurrence is retrieved, completed and submitted in accordance with regulatory requirements

2.3 Top event in the notifiable occurrence is identified and reported in accordance with regulatory requirements

3 Contribute to investigating a notifiable occurrence

3.1 Contribution is made to investigating a notifiable rail safety occurrence in accordance with organisational safety management system requirements

3.2 Evidence is collected and managed in accordance with organisational procedures and regulatory requirements

3.3 Organisational information is managed appropriately to ensure consistency between multiple agency investigations

3.4 Confidentiality is maintained in accordance with organisational and regulatory requirements

3.5 Occurrence reports including recommendations and/or lessons learnt are submitted to relevant personnel in accordance with regulatory requirements and organisational 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 Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIF4107A Respond to notifiable rail safety occurrences.

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 TLIF4107 Respond to notifiable rail safety occurrences

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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:

- applying relevant legislation and workplace procedures
- communicating effectively with others verbally and in writing
- completing a notification form for an identified notifiable occurrence
- completing a report on a notifiable occurrence
- identifying a top event from a notifiable occurrence
- identifying notifiable occurrence legislative and regulatory requirements
- interpreting and following operational instructions and prioritising work
- reading and interpreting relevant instructions, procedures and information
- working collaboratively with others.

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:

- information and evidence collection and preservation techniques for notifiable occurrences
- principles of a just culture as applied to investigating notifiable occurrences
- relevant legislation, rail safety national law, regulations, permit and licence requirements relating to rail safety management systems (SMSs)
- requirements for investigating and reporting notifiable occurrences
- requirements of organisational SMSs and incident management plans
- 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, rail safety national law, regulations, SMS, codes of practice and operation manuals.

Links

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