



Australian Government

Assessment Requirements for TLIF5022 Develop and manage fitness for work policy and procedures

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 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 fitness for work
- communicating effectively with others when implementing the organisation's fitness for work management system
- developing a fitness for work system for an organisation
- identifying job hazards and taking required action to minimise, control or eliminate identified hazards
- identifying fitness for work requirements within an organisation
- organising audits and reviews of an organisation's fitness for work management system
- reading and interpreting documentation on fitness for work management legislation
- recognising breaches of fitness for work management strategies and regulations, and taking appropriate action in accordance with the organisation's fitness for work management system
- reviewing current fitness for work procedures
- working collaboratively with rail safety workers and management to implement the organisation's fitness for work management system.

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 a fitness for work risk management system
- procedures for auditing and reviewing an organisation's fitness for work management system, and related policy and procedures, and for reporting audit outcomes
- relevant sections of applicable state/territory legislated rail safety requirements and regulations related to:
fatigue management, drug and alcohol use, and medical requirements in the rail industry work health and safety (WHS)/occupational health and safety (OHS)
- relevant documentation to develop and manage fitness for work policy and procedures
- responsibilities of an organisation and individual employees for implementing fitness for work policy and regulations
- risk-based approaches to developing fitness for work programs
- strategies for ensuring that the investigation and analysis of errors, safety incidents and accidents identify the extent to which fitness for work is a contributing factor
- systems for auditing the effectiveness of an organisation's fitness for work management strategies, policies and procedures.

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 rail 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

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851>

