



Australian Government

Assessment Requirements for TLIL0009 Develop rosters

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:

- allocating suitably qualified stakeholders to tasks
- applying relevant legislation and workplace policies and procedures
- communicating and working effectively with others
- completing relevant documentation
- creating at least two rosters and updating on at least two occasions
- interpreting conditions of employment, and industrial agreements and awards
- interpreting rosters, operational schedules and service details
- modifying activities depending on operational contingencies, risk situations and environments
- preparing roster documentation in accordance with workplace format
- reading, interpreting and following relevant instructions, procedures and information
- reporting and/or rectifying identified rostering problems promptly in accordance with workplace policies and procedures
- reviewing and prioritising rosters in terms of operational schedules.

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:

- documentation and reporting requirements for developing rosters
- elements of operations relevant to developing rosters
- legislation, regulations, safeworking systems and codes of practice relevant for developing rosters
- negotiation principles
- operational areas impacting requirements for developing rosters
- problems that may occur and appropriate actions that can be taken to resolve these problems
- workplace policies and procedures for developing rosters.

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

Companion Volume Implementation Guides are found in VETNet -

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