



Australian Government

TLIO2003 Undertake loading and unloading in a designated secured environment

Release: 1

TLIO2003 Undertake loading and unloading in a designated secured environment

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 undertake loading and unloading of goods in a designated secured environment.

It includes selecting loading site, undertaking load transfer and completing required transfer documentation.

Work must be carried out in accordance with relevant sections of relevant state/territory authority regulations for the secure delivery of valuables, secured products, documents and materials.

Work is performed under general supervision.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

O – Security

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Select loading site

PERFORMANCE CRITERIA

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

- 1.1 Job hazards are identified and required action is taken to minimise, control or eliminate identified hazards

- 1.2 Plans of site access, exit points and key physical features are identified
- 1.3 Site for goods transfer is selected in accordance with security plan and with due regard for own safety, safety of security team, members of the public and consignment
- 1.4 Loading site/s mandated by customer and/or specific loading and unloading requirements are identified and assessed for accessibility and security
- 1.5 Alternative sites are identified where pre-determined site is assessed as inappropriate
- 1.6 Proposed changes to loading site/s are referred to appropriate personnel and authorisation is sought as required
- 2 Undertake load transfer**
 - 2.1 Permission to enter and exit loading area is obtained in accordance with workplace procedures
 - 2.2 Security procedures, including positioning of personnel, travelling across public areas, and carrying/loading techniques, are implemented in accordance with operational plan and regulatory requirements
 - 2.3 Contingency plans are identified and confirmed with other team members
 - 2.4 Environment is constantly monitored to maintain a safe working environment
 - 2.5 Goods are identified and details are verified and checked for conformity with manifest
 - 2.6 Non-conforming consignments are documented and reported in accordance with workplace procedures
 - 2.7 Load characteristics are identified and considered when determining appropriate loading and unloading workplace procedures
 - 2.8 Load handling is undertaken in accordance with loading regulations and workplace safety requirements
 - 2.9 Consignment is delivered/stored and secured in accordance with regulatory requirements, operational plan and workplace procedures
- 3 Complete transfer**
 - 3.1 Details of consignment delivery are verified by client or

documentation

client representative

- 3.2 Documentation is completed and processed in accordance with workplace 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 TLIO2003A Undertake loading and unloading in a designated secured environment.

Links

Companion Volume implementation guides are found in VETNet -

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