



Australian Government

TLIO2021 Follow security procedures when working with goods and cargo

Release: 1

TLIO2021 Follow security procedures when working with goods and cargo

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 follow security procedures when working with goods and cargo within the transport and logistics industry.

It includes checking and maintaining the security of goods and cargo, identifying and responding to security threats or situations and completing all required security records.

People achieving competence in this unit will need to fulfil the applicable security regulations and the relevant sections of a transport organisation's workplace security program and procedures.

Work is performed under some supervision generally within a team environment.

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 Maintain security of goods and cargo

PERFORMANCE CRITERIA

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

- 1.1 Goods and cargo are secured as required within specified locations, and transport vehicles, trains, vessels or aircraft, in accordance with workplace security procedures and applicable security regulations

- 1.2 Seals, tamper proof packaging, locks and other security measures on goods or cargo are checked and maintained in accordance with workplace security procedures
 - 1.3 Signs of pillaging, theft and interference are recognised and reported in accordance with workplace security procedures
 - 1.4 Signs of suspicious goods and cargo are recognised and reported promptly to designated personnel
 - 1.5 Breaches of security requirements are reported promptly to designated personnel in accordance with workplace security procedures
- 2 Identify a security threat or situation**
 - 2.1 Security threat or situation is promptly identified and assessed, and response is prioritised in accordance with workplace security program and procedures
 - 2.2 Implications of the security threat or situation are evaluated in accordance with workplace security program and procedures
 - 2.3 Relevant personnel are alerted to the security threat or situation in accordance with workplace security program and procedures
 - 2.4 Communications are maintained with relevant personnel to determine appropriate course of action
- 3 Respond to a security threat or situation**
 - 3.1 Identified security threat or situation is responded to in accordance with workplace security procedures, received instructions, regulatory requirements and emergency response plan
 - 3.2 Security threats or situations are handled appropriately in accordance with established response plan, and within limits of own responsibility and duty of care
 - 3.3 Responsibilities are fulfilled in accordance with workplace security program and regulatory requirements
 - 3.4 Assistance is provided in controlling the site prior to and following the arrival of security and/or emergency services
 - 3.5 Assistance is provided to other staff and emergency services personnel conducting an initial survey of the scene
 - 3.6 Directions of the controlling security/emergency services are followed and all possible assistance is provided in response

to those directions

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| 4 Maintain security records | <table border="0"><tr><td style="vertical-align: top;">4.1</td><td>Security records requirements are confirmed</td></tr><tr><td style="vertical-align: top;">4.2</td><td>Records of security checks and precautions are documented in accordance with workplace procedures</td></tr><tr><td style="vertical-align: top;">4.3</td><td>Reports of security threats or situations are completed in accordance with workplace requirements and applicable security requirements</td></tr></table> | 4.1 | Security records requirements are confirmed | 4.2 | Records of security checks and precautions are documented in accordance with workplace procedures | 4.3 | Reports of security threats or situations are completed in accordance with workplace requirements and applicable security requirements |
| 4.1 | Security records requirements are confirmed | | | | | | |
| 4.2 | Records of security checks and precautions are documented in accordance with workplace procedures | | | | | | |
| 4.3 | Reports of security threats or situations are completed in accordance with workplace requirements and applicable security requirements | | | | | | |

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 TLIO2021A Follow security procedures when working with goods and cargo.

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 TLIO2021 Follow security procedures when working with goods and cargo

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 differences in equipment, facilities, cargo and passengers
- applying procedures for security checks and precautions within limits of own role and responsibilities
- applying relevant legislation and workplace procedures
- communicating effectively with others when following security procedures
- completing required documentation and reports related to security procedures
- following established response plan and procedures
- identifying and solving and/or reporting problems that arise when following security procedures
- identifying signs of disruption to goods and cargo
- modifying activities depending on workplace contexts, risk situations and environments
- reading and interpreting relevant instructions, procedures, applicable regulatory requirements, labels, markings, ID cards and other information
- recognising signs of pillage, theft and interference with goods, cargo and mail
- recognising signs of security threats and situations
- reporting and/or rectifying identified problems promptly, in accordance with regulatory requirements and workplace procedures
- responding to a possible security threat
- selecting and using relevant communications and other equipment
- working collaboratively with others
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

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:

- applicable measures for securing specified locations (such as transport terminals, storage facilities) and transport vehicles, trains, vessels or aircraft
- applicable transport security legislation including relevant international, national, state/territory acts, regulations codes and/or guidelines
- common security problems that may occur when carrying out operations in the transport and logistics industries, and action that can be taken to address and resolve these problems
- common security threats and situations that may occur in transport and logistics industries, and related roles and responsibilities of personnel when reporting and responding to these security threats and situations
- layout of worksite, vehicle, train, vessel or aircraft and operating procedures
- operational work systems, equipment, management and site operating systems
- procedures for operating electronic communications equipment and required protocol
- relevant documentation and reporting requirements
- relevant work health and safety (WHS)/occupational health and safety (OHS) and environmental protection procedures and guidelines
- relevant quarantine and bond regulations and requirements
- relevant workplace security program, policies and procedures for responding to security threats, situations and emergencies
- signs of pillaging, theft and interference with goods, cargo and mail.

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 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 access to:

- 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.
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