



**Australian Government**

# **Assessment Requirements for TLIP0007 Facilitate and capitalise on change in the workplace**

**Release: 1**

# Assessment Requirements for TLIP0007 Facilitate and capitalise on change in the workplace

## 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:

- applying relevant legislation and workplace procedures
- communicating and negotiating effectively with others when planning and facilitating the introduction of change and innovation in the workplace
- completing relevant documentation
- consulting and assessing organisation and stakeholder requirements for change and innovation
- modifying activities dependant on the need for change
- monitoring and prioritising work activities in terms of planned schedule
- reading, interpreting and following relevant instructions, procedures and information
- reporting and/or rectifying identified problems that may arise in accordance with regulatory requirements and workplace procedures
- selecting and appropriately applying technology, information systems and procedures to complete workplace tasks
- working collaboratively with others when planning and facilitating the introduction of change and innovation in the workplace
- working systematically with required attention to detail.

## 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:

- change management principles
- facilitation principles
- future industry or organisation needs
- negotiation techniques
- operational business planning systems and resources
- relevant regulatory and code requirements
- relevant workplace business management policies and practices, including requirements for

- maintaining security and confidentiality
- typical problems that can occur when planning and facilitating the introduction of changes and innovations in the workplace, and related appropriate actions that can be taken
- workplace policies and procedures for facilitating and capitalising on change in the workplace.

## 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>