



Australian Government

Assessment Requirements for TLIR0003 Monitor supplier performance

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:

- addressing contract non-conformance
- administering supplier contract
- applying relevant legislation, contractual requirements and workplace procedures
- communicating and working effectively with others
- completing relevant documentation
- implementing corrective actions and follow-up as instructed by relevant personnel
- interpreting data and providing appropriate, timely information on supplier contractual performance outcomes to appropriate personnel
- modifying activities depending on impact of supplier contract non-compliance, operational contingencies, risk situations and environments as directed by relevant personnel
- monitoring and prioritising work activities in terms of successfully completing the administration of supplier performance against listed contractual milestones and identified risks
- reading and accurately interpreting supplier contractual information
- reporting or rectifying identified problems promptly and within scope of authority
- reviewing performance against previous supplier contracts
- selecting and appropriately applying technology, information systems and procedures
- supporting with the resolution of disputes, as required
- working systematically with required attention to detail and within agreed timelines.

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:

- importance of contractual analysis, identification of contractual risks and contract milestones
- relevance of operational procedures and statistical analysis systems for recording, reporting and monitoring of supplier performance
- relevant legislation and code requirements associated with the monitoring of supplier contracts

- typical problems that can occur with supply contracts and related appropriate actions that can be taken
- workplace contract expectations, including but not limited to, disputation policies and procedures
- workplace policies and plans as they relate to supply contracts, including procedures for maintaining confidentiality
- workplace protocols and procedures for monitoring a supplier's performance against a contract.

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>