



Australian Government

TLIR4001 Monitor supplier performance

Release: 1

TLIR4001 Monitor supplier performance

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 monitor the performance of contracted suppliers of goods/materials/services in compliance with workplace procedures and requirements.

It includes administering supplier contract, assessing for conformity to contracted requirements and completing all required contract documentation.

Work is performed under general guidance on progress and outcomes of work. It involves discretion and judgement for self and others in monitoring supplier performance.

Work involves responsibility for resource coordination and allocation, and for leading individuals or teams.

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

Pre-requisite Unit

Not applicable.

Competency Field

R – Contract Procurement

Unit Sector

Not applicable.

Elements and Performance Criteria

Elements describe the essential outcomes.

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

1 Administer supplier contract

1.1 Procedures for receiving supplied goods/materials/services are documented and implemented within the workplace

- 1.2 Supplied goods/material/services are assessed for conformity to contracted requirements including price, quantity, quality and delivery schedules
 - 1.3 Non-conformance of supplier with contracted requirements is accurately detailed
 - 1.4 Actions to rectify non-conformance are undertaken in accordance with enterprise procedures and within scope of authority
 - 1.5 Issues of non-conformance beyond scope of authority are referred to designated personnel in accordance with enterprise operating procedures
- 2 Complete documentation**
- 2.1 Annotations and performance assessment/evaluations are completed and appended to supplier file
 - 2.2 Action taken in regard to non-conformance of contracted requirements is documented and appended to supplier file
 - 2.3 System records are maintained and updated in accordance with enterprise information management system and required regulatory 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 TLIR4001A Monitor supplier performance.

Links

Companion Volume implementation guides are found in VETNet -

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

