



Australian Government

TLIX0003 Conduct advanced border clearance functions

Release: 1

TLIX0003 Conduct advanced border clearance functions

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 carry out basic border clearance functions in accordance with relevant legislative and workplace requirements.

It includes creating import declarations for import clearance, resolving problems arising from lodgement of entries or import declarations, and undertaking post-entry amendments.

This unit applies to individuals working as a customs broker.

Work is undertaken in a range of environments including small to large worksites in the customs broking and international freight forwarding industries.

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

Pre-requisite Unit

Not applicable.

Competency Field

X – Logistics

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Outline the structure and effect of Australian legislation in relation to

PERFORMANCE CRITERIA

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

1.1 Role of Acts and regulations within the national context is explained

importing and exporting cargo

- 1.2 Relevant legislation about the control of cargo crossing the Australian border is explained
- 1.3 Authority and function of the Australian Government and its officers under border control legislation is explained
- 1.4 Responsibilities and obligations of a licensed customs broker under border control legislation are explained
- 1.5 Powers of the regulatory authority and their officers are explained
- 1.6 Provisions and reasons for issuing of infringements subject to penalty provisions and the responsibilities of brokers and clients are explained

2 Report the movement of cargo to authorities

- 2.1 Reporting functions and information required for cargo imports and exports are identified
- 2.2 Processes required to complete and lodge import and export declarations are followed
- 2.3 Timeline for submission of cargo reports is used to plan and prioritise work
- 2.4 Appropriate action is taken to ensure information supplied is compliant with regulatory requirements
- 2.5 Permits and other related documentation for reporting cargo border clearance are applied
- 2.6 Post-entry amendments are made as required

3 Resolve problems arising from lodging import/export declarations

- 3.1 Actions and infringements subject to penalty provisions are verified
- 3.2 Elements of an offence are outlined to customer
- 3.3 Consequences of a strict liability offence are explained to customer
- 3.4 Differentiation is made between a strict liability offence and a prosecution

- 3.5 Options available when a penalty notice is threatened and/or received are outlined and implemented as required

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 but is **not** equivalent to TLIX5059A Undertake border clearance functions.

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 TLIX0003 Conduct advanced border clearance functions

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:

- communicating effectively with customers
- completing and lodging import and export documents
- following processes
- making post entry amendments on import and export documentation
- outlining options available about penalty notices
- reporting information for cargo and exports.

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:

- application of cargo border control procedures
- application of export/import/quarantine/bond requirements
- appropriate response to a customs offence and/or penalty notice
- authorities and functions of authorities relevant to border clearance and cargo reporting functions and their powers for monitoring and examining cargo
- authority and functions of authorised officers
- functions and responsibilities of a customs broker and others when carrying out border clearance functions
- general application of functions related to the clearance of personal effects and passenger concessions
- legislation, regulations and policy relevant to border clearance and cargo reporting functions
- practices and instructions, procedures and information relevant to border clearance functions
- problems that may occur when carrying out border clearance functions and appropriate action that can be taken to resolve these problems

- range and types of customs duties and tariffs and how they are applied
- requirements for completing and accurately inputting data into approved border clearance software applications
- role and authority of customs and how it fits into the structure of government
- sources of information on new developments in border clearance operations.

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 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 include:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and personal protective equipment currently used in industry.

Links

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