



Australian Government

TLIX0061 Develop materiel logistics processes and procedures

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.

Application

This unit involves the skills and knowledge required to develop materiel logistics processes and procedures in accordance with relevant organisational policy and procedures.

It includes anticipating and confirming the need for development, the development processes, gathering and analysing information, determining direction, and drafting, releasing and promoting the processes. It also includes the initial development of procedures integral to the processes.

This unit was developed for materiel logistics specialists working in integrated logistics support roles and materiel sustainment roles; but may be applicable to individuals in broader logistics roles.

Individuals work independently or as part of a team under direct or indirect supervision, use discretion and judgement, and take responsibility for the quality of their outputs.

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 describe the essential outcomes.

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

1 Analyse materiel logistics

1.1

Operation of the materiel logistics environment is analysed, and key factors

environment			and issues are identified
		1.2	External and internal factors likely to impact on materiel logistics needs and capabilities are continually monitored and analysed
		1.3	Stakeholders are identified and consulted on materiel and materiel systems needs and capabilities, in accordance with organisational policy and procedures
		1.4	Legislation and organisational policy and procedures that may impact on integrated logistics activities are identified and analysed
2	Develop materiel logistics processes and procedures	2.1	Consultation and negotiation with stakeholders is conducted in accordance with organisational policy and procedures
		2.2	Materiel logistics processes for materiel and materiel systems are developed and documented in accordance with organisational policy and procedures
		2.3	Costing analysis of options is undertaken and documented in accordance with organisational policy and procedures
		2.4	Procedures required to support materiel logistics processes are identified, developed and documented
		2.5	Processes and procedures are approved in accordance with organisational policy and procedures
3	Communicate materiel logistics processes and procedures	3.1	Stakeholders are fully informed of outcomes, in accordance with organisational policy and procedures
		3.2	Materiel logistics processes and procedures are promulgated in accordance with organisational policy and procedures
		3.3	Policy and procedures are promoted in accordance with relevant organisational policy and procedures

4	Review materiel logistics processes and procedures	4.1	Performance systems are monitored and analysed to assess impact of processes and procedures in achieving plans and targets
		4.2	Materiel logistics processes and procedures are reviewed in accordance with organisational policy and procedures
		4.3	Required changes to materiel logistics processes and procedures are identified and prepared in accordance with relevant organisational policy and procedures
		4.4	Amendments to materiel logistics policy and procedures are documented and promulgated to relevant stakeholders in accordance with relevant organisational policy and procedures

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 TLIX5004 Develop integrated logistics support processes and procedures.

This unit replaces but is not equivalent to TLIX5013 Develop materiel sustainment processes and procedures.

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 TLIX0061 Develop materiel logistics processes and procedures

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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:

- adhering to relevant work health and safety (WHS)/occupational health and safety (OHS) requirements
- analysing the materiel logistics environment
- applying materiel logistics and project management knowledge when developing processes and procedures
- consulting and negotiating with internal and external stakeholders and resolving potential areas of conflict or concern to ensure overall objectives are achieved
- developing processes and procedures that can be readily understood by users
- identifying relationships between organisational goals and recognising how own work contributes to achieving these goals
- identifying requirements for processes and procedures, and adjusting them as necessary to ensure effective and efficient performance of processes
- incorporating feedback and analysis of information to overcome challenges or setbacks
- initiating and efficiently monitoring processes
- initiating remedial action required
- undertaking performance measurement to enable objectives to be measured against defined parameters
- undertaking research and analysis to determine where internal and external factors impact on materiel logistics processes and procedures, and adjust accordingly
- using appropriate information technology and software
- using organisational strategic objectives to identify long-term factors and external considerations for developing materiel logistics processes and procedures.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements, performance criteria and include knowledge of:

- codification and cataloguing processes
- contract management relevant to materiel logistics
- integrated logistics support

- key international agreements relevant to materiel logistics
- concept of interoperability
- logistics support analysis principles and processes
- management processes
- materiel logistics policy and procedures
- materiel sustainment
- organisational policy and procedures
- organisational role relevant to materiel logistics
- performance measurement
- product knowledge related to systems and equipment in service in the organisation
- safety, legislative and statutory requirements relevant to materiel logistics including environmental and sustainability issues
- supply chain concepts.

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:

- relevant and appropriate materials, tools, equipment and personal protective equipment currently used in industry
- applicable documentation including legislation, regulations, codes of practice, workplace procedures and operation manuals.

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