



Australian Government

TLIX4023 Conduct configuration management activities

Release: 1

TLIX4023 Conduct configuration management activities

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 conduct configuration management activities in accordance with relevant organisational policy and procedures.

It includes the requirement to conduct a range of processes including capturing, recording, recovering and analysing data; maintaining associated workplace networks; and stakeholder requirements.

This unit was developed for configuration management specialists working within materiel logistics but is applicable to individuals in broader logistics roles.

Typically these individuals work independently or as part of a team under direct and/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 Prepare to conduct configuration

1.1 Stakeholders are identified and consulted on materiel, and materiel systems needs and capabilities in accordance with

management activities	organisational policy and procedures
	1.2 Effective relationships are developed with stakeholders through consultation
	1.3 Legislation and organisational policy and procedures that may impact on configuration management activities are identified and analysed
	1.4 Sources of information relevant to configuration management activities are identified and relevant information is obtained in accordance with organisational policy and procedures
	1.5 Personnel involved in configuration management activities are briefed in accordance with standard procedures
2 Conduct configuration management activities	2.1 Configuration management methods and techniques appropriate to area are employed in accordance with plans, schedules and standard procedures
	2.2 Configuration management activities are conducted and concluded within resource constraints
	2.3 Configuration management activities are implemented, monitored and amended based on changing circumstances in accordance with methodologies and procedures
	2.4 Resources are allocated to configuration management activities in accordance with configuration management plan and resource availability
3 Report on configuration management	3.1 Configuration management performance is reported to all stakeholders in a transparent manner in accordance with compliance requirements
	3.2 Configuration management reports are regularly reviewed to ensure systems and/or equipment capability is maintained throughout its life cycle, in accordance with organisational policy and procedures
4 Maintain configuration management records	4.1 Configuration management records are completed in accordance with relevant policy and procedures
	4.2 Configuration management records are amended and documented in accordance with 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 and is equivalent to TLIX4023A Conduct configuration management activities.

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 TLIX4023 Conduct configuration management activities

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:

- adhering to and applying relevant data and information management processes
- analysing data and information
- applying relevant configuration management and project management knowledge to work and to guide problem solving
- displaying resilience by continuing to move forward despite criticism or setbacks
- identifying relationships between organisational goals and recognising how own work contributes to achieving these goals
- identifying, reviewing and analysing information that may impact on configuration management program, or may be impacted by configuration management program
- managing time and prioritising work to ensure objectives are met in accordance with schedule
- negotiating and communicating effectively with key internal and external stakeholders and resolving potential areas of conflict or concern to ensure overall configuration management objectives are achieved
- undertaking performance measurement relevant to configuration management to enable objectives to be measured against defined parameters
- using appropriate information technology and software
- using organisational strategic objectives to identify and assess potential alliances and effective strategies.

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:

- configuration management processes
- level of written and oral communication required to prepare correspondence and reports
- organisational policy and procedures related to configuration management
- organisational role relevant to configuration management
- product knowledge related to systems and/or equipment in service in the organisation
- safety, legislative and statutory requirements, including relevant environmental and sustainability issues
- technical regulatory framework.

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
- relevant and appropriate materials, tools, equipment and personal protective equipment currently used in industry
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals
- computer and relevant software
- legislation, guidelines, procedures and protocols relating to configuration management
- configuration management plans.

Links

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