



Australian Government

Department of Education, Employment and Workplace Relations

TLID1307C Move materials mechanically using automated equipment

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit involves the skills and knowledge required to move materials mechanically using automated equipment such as automatic guided vehicles, tow motors, high level order pickers, conveyor systems, and mechanised pallet movers. This includes selecting appropriate mechanical moving equipment (where relevant), moving materials/goods in accordance with operational requirements, checking condition of materials/goods and completing all required documentation.

Application of the Unit

Work must be carried out in compliance with the relevant OH&S regulations concerning the movement of materials mechanically using automated equipment.

Work is performed under limited or minimum supervision. It involves the application of the basic principles and routine procedures for the safe movement of materials mechanically using automated equipment.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

The required outcomes described in this unit of competency contain applicable facets of Employability Skills. The Employability Skills Summary of the qualification in which this competency is packaged will assist in identifying employability skill requirements.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

Elements and Performance Criteria

Element	Performance Criteria
1 Select load moving equipment	1.1 The mechanised handling equipment, the route to be taken and procedures to be used are selected appropriate to the characteristics of the goods 1.2 Dangerous goods and hazardous materials are identified and handled in accordance with codes of practice, OH&S requirements and workplace procedures
2 Move goods	2.1 Goods are moved using the selected materials handling equipment in accordance with occupational health and safety regulations, manufacturers instructions and company procedures 2.2 Problems in the movement of goods and materials using the automated equipment are identified and are reported in accordance with workplace procedures
3 Check goods and complete documentation	3.1 Moved goods are inspected for possible damage during transit/movement and appropriate action is taken 3.2 All required documentation is completed for the tracking of the moved goods in accordance with company requirements

Required Skills and Knowledge

REQUIRED KNOWLEDGE AND SKILLS

This describes the essential knowledge and skills and their level required for this unit.

Required knowledge:

Regulations relevant to the use of automated equipment to move materials mechanically

Relevant OH&S and environmental protection procedures and guidelines

Workplace procedures and policies for the use of automated equipment to move materials mechanically

Focus of operation of work systems, equipment, management and site operating systems for the use of automated equipment to move materials mechanically

The purpose, characteristics, capabilities, requirements and limitations of the automated materials moving equipment

Problems that may occur during the use of automated equipment to move materials mechanically and appropriate action that can be taken to resolve the problems

Risks when using automated equipment to move materials and related precautions to control the risks

Documentation and record requirements

Housekeeping standards procedures required in the workplace

Site layout and obstacles

Required skills:

Communicate effectively with others when using automated equipment to move materials mechanically

Read and interpret instructions, procedures, information and signs relevant to the use of automated equipment to move materials mechanically

Interpret and follow operational instructions and prioritise work

Complete documentation related to the use of automated equipment to move materials mechanically

Operate electronic communication equipment to required protocol

Work collaboratively with others when using automated equipment to move materials

mechanically

Adapt appropriately to cultural differences in the workplace, including modes of behaviour and interactions with others

Promptly report and/or rectify any identified problems, faults or malfunctions that may arise when using automated equipment to move materials mechanically in accordance with regulatory requirements and workplace procedures

Implement contingency plans for unplanned events

Apply precautions and required action to minimise, control or eliminate hazards that may exist during work activities

Monitor work activities in terms of planned schedule

Modify activities depending on differing operational contingencies, risk situations and environments

Work systematically with required attention to detail without injury to self or others, or damage to goods or equipment

Operate and adapt to differences in equipment in accordance with standard operating procedures

Select and use required personal protective equipment conforming to industry and OH&S standards

Monitor performance of automated equipment and take appropriate action where required

Ensure servicing of automated equipment in terms of maintenance schedule and standard operating procedures

Check and replenish fluids (where applicable) and carry out lubrication processes in the course of work activities

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required knowledge and skills, the range statement and the assessment guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria of this unit and include demonstration of applying:

the underpinning knowledge and skills

relevant legislation and workplace procedures

other relevant aspects of the range statement

Context of and specific resources for assessment

Performance is demonstrated consistently over a period of time and in a suitable range of contexts

Resources for assessment include:

a range of relevant exercises, case studies and other simulated practical and knowledge assessment, and/or

access to an appropriate range of relevant operational situations in the workplace

In both real and simulated environments, access is required to:

relevant and appropriate materials and/or equipment, and/or

applicable documentation including workplace procedures, regulations, codes of practice and operation manuals

Method of assessment

Assessment of this unit must be undertaken by a registered training organisation

As a minimum, assessment of knowledge must be conducted through appropriate written/oral tests

Practical assessment must occur:

through appropriately simulated activities at

the registered training organisation, and/or
in an appropriate range of situations in the
workplace

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance.

The operations may be conducted:	in a range of work environments by day or night in a range of typical weather conditions
Customers may be:	internal or external
Workplaces may comprise:	large, medium or small worksites
Work may be conducted in:	restricted spaces exposed conditions controlled or open environments
Mechanised equipment may include a range of goods and materials handling equipment such as:	automatic guided vehicle tow motors high level order picker conveyor system mechanised pallet mover
Personal protective equipment may include:	gloves safety headwear and footwear safety glasses two-way radios high visibility clothing
Hazards in the work area may include exposure to:	chemicals dangerous or hazardous substances movements of equipment, goods and materials moving and rotating equipment and vehicles
Personnel in the work area may include:	workplace personnel site visitors contractors official representatives

Communication in the work area may include:

phone
electronic data interchange
fax
email
internet
radio
oral, aural or signed communications

Depending on the type of organisation concerned and the local terminology used, workplace procedures may include:

company procedures
enterprise procedures
organisational procedures
established procedures

Information/documents may include:

goods identification numbers and codes
manifests, bar codes, goods and container identification
manufacturers instructions concerning the use and servicing of automated mechanical equipment
workplace procedures and policies
supplier and/or client instructions
material safety data sheets
codes of practice including the National Standards for Manual Handling and the Industry Safety Code
relevant legislation, regulations and related documentation
award, enterprise bargaining agreement, other industrial arrangements
standards and certification requirements
quality assurance procedures
emergency procedures

Applicable regulations and legislation may include:

relevant state/territory OH&S legislation
relevant state/territory environmental protection legislation
workplace relations regulations
workers compensation regulations

ADG Code and regulations

Unit Sector(s)

Not applicable.

Competency Field

D - Load Handling