



Australian Government

Department of Education, Employment and Workplace Relations

TLIB0117A Assist with preparation of a train prior to operation

Release: 1

TLIB0117A Assist with preparation of a train prior to operation

Modification History

Not applicable.

Unit Descriptor

This unit involves the skills and knowledge required to assist with the preparation of a train prior to operation in accordance with organisational procedures and the requirements of relevant safeworking regulations and codes of practice. It includes preparing for and implementing the prescribed pre-departure checks, completing required train documentation, and confirming the train can proceed.

Licensing or certification requirements may be applicable to this unit.

Application of the Unit

Work is performed in conjunction with a train driver. It involves the application of routine operational principles and procedures to prepare for train operation as part of workplace activities across a variety of operational contexts within the Australian rail system.

Licensing/Regulatory Information

Refer to Unit Descriptor.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

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

1 Prepare for pre-departure checks

- 1.1 Required checks and relevant procedures and standards are identified
- 1.2 Purpose of the journey and activities to be undertaken are identified
- 1.3 Constraints and special instructions that may apply for the journey are identified
- 1.4 Documentation is read to identify and confirm consist, attach/detach information and characteristics of the train

2 Implement pre-departure checks

- 2.1 Train, or relevant portion of the train, is checked to ensure that rolling stock is coupled and sequenced correctly
- 2.2 Rolling stock is checked to ensure it is fit for operation in accordance with regulatory requirements and organisational procedures
- 2.3 Assistance is provided when train braking systems are tested to ensure they are operating effectively
- 2.4 Visual inspection is conducted to identify obvious faults or defects that would prevent safe transit
- 2.5 Action is taken within limits of own role to rectify faults and ensure minimum delay to planned running schedule
- 2.6 Relevant OH&S requirements are followed to prevent injury and damage

3 Confirm train can proceed

- 3.1 Documentation is completed following checking of rolling stock and train equipment in accordance with organisational procedures
- 3.2 Relevant personnel are promptly advised of the result of completed checks
- 3.3 Authority to proceed relevant to the operational situation is obtained and followed

Required Skills and Knowledge

REQUIRED KNOWLEDGE AND SKILLS

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

Required knowledge:

- Legislated rail safety requirements, including acts and regulations from each applicable state and territory, together with any nationally approved compliance codes and/or guidelines
- Relevant OH&S and environmental procedures and regulations
- Procedures for preparing a train for operation
- Pre-departure train testing procedures
- Train preparation documentation procedures
- Communication procedures and protocols
- Maintenance and servicing procedures
- Procedures to be followed in the event of an emergency
- Train coupling equipment and methods
- Safeworking systems and requirements
- Safeworking procedures in electrified areas
- Train characteristics and specifications
- Contingency management processes for unexpected events

Required skills:

- Communicate effectively with others when preparing a train for operation
- Read and interpret instructions, procedures, information and signs relevant to preparing a train for operation
- Interpret and follow operational instructions and prioritise work
- Complete documentation relating to the preparation of a train for operation
- Operate electronic communication equipment to required protocol
- Work collaboratively with others when preparing a train for operation
- Report and rectify within limits of own role identified problems, faults and malfunctions when preparing a train for operation in accordance with regulatory requirements and workplace procedures
- Implement contingency plans for unexpected events when preparing a train for operation
- Apply precautions and required action to minimise, control or eliminate potential hazards 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 (PPE) conforming to industry and OH&S standards
- Test air continuity and braking systems

Evidence Guide

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:
 - underpinning knowledge and skills
 - relevant legislation and workplace procedures
 - other relevant aspects of the range statement
- Assessment must include exercises that demonstrate competent performance of the following in a range of situations:
 - carrying out all pre-departure checks correctly
 - identifying typical faults and defects for the type of rolling stock being operated
 - applying appropriate methods to overcome identified faults and defects

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/or 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 equipment, and
 - 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 activities in an appropriately simulated environment, 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.

Visual inspections to identify obvious faults and defects may include checking:

- signs of wear and damage to:
 - wheels and braking equipment
 - flexible connections and fittings
 - couplings
- fuel, oil, water and coolant levels
- air system for leaks
- electrical equipment
- pantographs
- emergency and safety equipment, such as vigilance control and deadman relays

Relevant personnel may include:

- maintenance personnel
- yard, station and other operational personnel
- train controllers and signallers
- train crews
- depot coordinators
- hand-over crew

Communication methods may include:

- written, including signed communication, lists and forms
- verbal
- line-of-sight signals
- radio
- fixed and mobile telephones

Safety and personal protective equipment may include:

- high visibility clothing
- gloves
- sunscreen and sunglasses
- safety glasses
- insect repellent
- safety headwear and footwear
- portable radios or mobile or satellite phones
- hand lamps
- flags
- safety devices
- hearing protection

Depending on the type of organisation concerned and the local terminology used,

- company procedures
- enterprise procedures

organisational procedures may be known as:

- workplace procedures
- established procedures

Information and documents may include:

- attach/detach information
- workplace procedures, instructions and job specifications
- train consists
- train notices
- out-of-gauge notices
- brake certification
- load or passenger manifests
- OH&S and environmental protection legislation, codes of practice, policies and procedures
- maintenance specifications
- local instructions
- two-way radio operation procedures
- emergency procedure manuals
- conditions of service, legislation and industrial agreements, including workplace agreements and awards

Applicable regulations and legislation may include:

- legislated rail safety requirements, including acts and regulations from each applicable state and territory, together with any nationally approved compliance codes and/or guidelines
- relevant Australian standards (AS), including AS 4292
- relevant state and territory legislation relating to:
 - environmental protection
 - OH&S

Unit Sector(s)

Not applicable.

Competency Field

B – Equipment Checking and Maintenance