



Australian Government

Department of Education, Employment and Workplace Relations

TLIB1080A Use, clean and maintain towing equipment

Release: 1

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Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to use, clean and maintain towing equipment in accordance with workplace requirements. It includes carrying out pre-operation checks on equipment, carrying out basic routine servicing of the equipment, using the towing equipment, cleaning the equipment, and recording and reporting the results of checks in accordance with workplace procedures. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Application of the Unit

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Persons achieving competence in this unit will need to fulfil the OH&S legislation and other relevant regulations covering the use, cleaning and basic servicing of the towing vehicle and the equipment concerned.

Work is performed under limited supervision. It involves the application of regulatory requirements and standard operating procedures to the use, cleaning and servicing of a towing vehicle and its equipment.

Licensing/Regulatory Information

Refer to Unit Descriptor

Pre-Requisites

Not Applicable

Employability Skills Information

Employability Skills 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

ELEMENT	PERFORMANCE CRITERIA
1 Visually inspect vehicle and towing equipment	1.1 Towing vehicle and equipment are visually inspected prior to operations as per standard pre-operational functional and safety check procedures and manufacturers specifications 1.2 Aspects of vehicle or equipment found to be faulty or outside manufacturers or workplace specifications are reported to designated persons for appropriate action
2 Check vehicle and towing equipment for operational capability	2.1 Towing vehicle and equipment are checked to ensure that they can be operated in accordance with manufacturers specifications and standard operating procedures 2.2 Safety systems are all checked for operational effectiveness 2.3 Routine servicing and lubrication checks of the tow truck and its equipment are carried out in accordance with the service schedule for the vehicle and the equipment concerned
3 Identify and assess impact of faults on towing operations	3.1 The effect of any identified faults on the operation of the towing vehicle and equipment is assessed 3.2 Faulty equipment or components that may affect the safe operation of the vehicle and equipment are isolated, tagged and reported to the appropriate personnel for rectification
4 Use towing equipment on vehicle	4.1 Towing equipment is operated in accordance with manufacturers specifications and regulatory requirements 4.2 Attachment points used in the towing operation and the weight of the vehicle being towed or load being carried are checked to ensure that they are consistent with established towing practice, regulatory requirements and the permissible safe working loads for the tow truck and its associated towing equipment 4.3 Safety precautions are followed when using the towing equipment on a tow truck in accordance with standard operating procedures and occupational health and safety requirements 4.4 Personal protective equipment is worn in accordance with standard operating procedures and occupational health and safety requirements
5 Clean towing vehicle and its equipment	5.1 Appropriate cleaning process is selected for type of towing vehicle and its equipment in accordance with standard operating procedures 5.2 Cleaning materials are prepared in accordance with manufacturers instructions and standard operating procedures 5.3 The required personal protective and safety equipment is selected and used in accordance with regulatory requirements and standard operating procedures 5.4 Towing vehicle is cleaned using appropriate cleaning materials and tools as per standard procedures

ELEMENT	PERFORMANCE CRITERIA
6 Record and report results of visual inspection and operational checks	6.1 The results of the visual inspection and operational checks are accurately reported in accordance with regulatory requirements, workplace policy and standard procedures 6.2 Records are clear, unambiguous and concisely kept in accordance with workplace policy 6.3 Clear reference is made to any items which may affect the future safety of the towing vehicle or equipment

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 and standards relevant to the use, cleaning and servicing of a towing vehicle and its equipment
- Relevant OH&S and environmental protection procedures and guidelines
- Standard operating procedures and policies for the use, cleaning and servicing of a towing vehicle and its equipment
- Focus of operation of work systems, equipment, management and workplace standard operating systems for the use, cleaning and servicing of a towing vehicle and its equipment
- The characteristics, capabilities and limitations of the towing vehicle and its equipment
- Tools, materials and equipment used during the use, cleaning and maintenance of a towing vehicle and its equipment and the precautions and procedures that should be followed in their use
- Problems that may occur when using, cleaning and servicing a towing vehicle and its equipment and appropriate action that can be taken to resolve the problems
- Operational safety requirements for the towing vehicle and equipment concerned
- Documentation and record requirements when using, cleaning and servicing a towing vehicle and its equipment
- Housekeeping standards and procedures required when operating and servicing a tow truck and its equipment
- Hazards that may exist when using, cleaning and servicing a towing vehicle and its equipment and the precautions and action that should be taken to minimise or eliminate the hazards concerned

Required skills:

Required skills:

- Communicate effectively with others when using, cleaning and servicing a towing vehicle and its equipment
- Read and interpret instructions, procedures and labels relevant to the operation, cleaning and servicing of a towing vehicle and its equipment
- Complete documentation related to the operation, cleaning and servicing of a towing vehicle and its equipment
- Work safely and collaboratively with others when using, cleaning and servicing a towing vehicle and its equipment
- Adapt appropriately to cultural differences in the workplace, including modes of behaviour and interactions with others
- Modify activities depending on differing towing contexts, risk situations and environments
- Recognise problems concerning the safety and operational capability of the towing vehicle and its equipment and take appropriate action
- Apply precautions and required action to minimise, control or eliminate hazards that may exist when operating, cleaning and servicing a towing vehicle and its equipment
- Plan own work including predicting consequences and identifying improvements
- Adapt to changes in towing vehicles and associated equipment and procedures
- Use required personal protective equipment conforming to industry and OH&S standards including the operation of portable fire extinguishers
- Select and use relevant equipment, tools and cleaning agents when using, cleaning and servicing a towing vehicle and its equipment

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:
 - 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

EVIDENCE GUIDE

- 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 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.

Work may be conducted:

- in a range of towing situations
- by day or night
- in a range of weather conditions

Customers may be:

- vehicle owners
- operators of expressways, freeways, tollways or tunnels
- police and other emergency services personnel
- local government authorities
- car park operators
- road traffic authorities
- owners and operators of equipment elevating work

RANGE STATEMENT

	platforms, forklifts, small load shifting equipment, etc.
Towing situations may include:	• vehicle accidents • vehicle breakdowns • expressway breakdowns and accidents • tunnel breakdowns and accidents • stolen cars • vehicles illegally parked on clearways • vehicles illegally parked in car parks • abandoned vehicles • carriage of equipment such as elevating work platforms, forklifts, small load shifting equipment, etc.
Required towing vehicle may include:	• tilt tray tow truck with winch (5 tonne, 7.5 tonne and 10 tonne capacity) • tow truck with crane and cradle • towing vehicle with a detachable self loading table top • articulated drop-deck low loader • trailer
Purpose of equipment checking and inspection is to ensure:	• it is free from damage and faults that may prejudice safety or limit operational capability
Safety and operational capability checks may be performed:	• on a range of towing vehicles and their associated equipment
Operational and servicing checks may be performed by:	• operating and checking the functionality of various pieces of safety and component equipment (where applicable) • completing a service checklist for the towing vehicle and its equipment
Potential problems that may be identified during visual inspections and service checks:	• fluid leaks • low fluid levels • damaged or worn cables and ropes • broken equipment or parts • cracks, surface or structural faults or other damage • tightness of bolts, fixtures and fittings within specifications
Records and results of pre-operation and operational checks may include:	• details of faulty equipment or specific components • action taken • results of checks • completion of a service checklist or schedules • details of repair and maintenance work to be undertaken
Personal protective equipment may include:	• gloves • safety headwear and footwear

RANGE STATEMENT

Depending on the organisation concerned workplace procedures may be called:	• safety glasses • two-way radios • high visibility clothing (raincoats and vests) • portable fire extinguishers • standard operating procedures • company procedures • enterprise procedures • organisational procedures • established procedures
Communication in the work area may include:	• mobile phone • fax • email • internet • RF communications • oral, aural or signed communications
Information and documents may include:	• standard procedures and policies for the operation, checking and servicing of towing vehicle, equipment and tools • manufacturers specifications for towing vehicle, equipment and tools • workplace and client instructions • relevant OH&S requirements and policies • relevant Australian standards and certification requirements • material safety data sheets where applicable • industry code of practice • relevant legislation, regulations and related documentation • quality assurance standards • emergency procedures
Applicable legislation, regulations and codes may include:	• relevant standards, codes and regulations pertaining to the a towing vehicle and its equipment • relevant state and territory OH&S legislation • relevant state and territory environmental protection legislation

Unit Sector(s)

Not Applicable

Competency Field

Competency Field

B - Equipment Checking and Maintenance