



Australian Government

Department of Education, Employment and Workplace Relations

TLIB2079A Set up and secure a towing situation

Release: 1

TLIB2079A Set up and secure a towing situation

Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to plan a towing job and set up towing situation, including obtaining and confirming job instructions, assessing towing requirements, determining a plan of action, and carrying out all required action to set up and secure a towing situation. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Application of the Unit

Application of the Unit

Persons achieving competence in this unit will need to fulfil the applicable OH&S legislation and other relevant regulations covering the setting up and securing of a towing situation.

Work is performed under limited supervision. It involves the application of regulatory requirements and standard operating procedures to the setting up and securing of a towing situation.

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 Obtain information on towing job	1.1 Information on the towing job is obtained from base or depot as per procedures 1.2 Further information on towing requirements is obtained at the scene of the job
2 Assess towing requirements	2.1 Equipment requirements and techniques to carry out the towing job are assessed 2.2 Potential hazards that may be experienced at the towing site and during the towing operation are identified and appropriate precautions and strategies are adopted to manage and control the risks involved 2.3 Type of vehicle to be towed is identified and critical aspects of vehicle design determined as they relate to allowable towing arrangements and configurations
3 Determine appropriate plan of action	3.1 Sequence of action and plan for the towing activity and the safety and security of persons, vehicles and property are determined as per regulatory requirements and standard operating procedures 3.2 Towing vehicle and associated equipment to carry out the job are organised to be available for the work
4 Set up and secure the towing situation	4.1 The setting up and securing of a towing situation are carried out in accordance with the established action plan 4.2 Safety equipment, witch's hats and safety signs are deployed as per standard operating procedures and regulatory requirements 4.3 Onlookers and other personnel in the vicinity of the towing situation are managed as per applicable safety management procedures and security requirements 4.4 Vehicle or equipment to be towed is manoeuvred into position using relevant equipment as per standard operating procedures and regulatory requirements 4.5 Vehicle or equipment to be towed is secured using appropriate winches, ropes and cables as per relevant load restraint regulations and standard operating procedures
5 Record and report results of inspection and testing	5.1 The assessment of the towing situation and action taken are accurately reported in accordance with regulatory requirements, workplace policy and industry guidelines 5.2 Records are clear, unambiguous and concisely kept in accordance with workplace procedures 5.3 Clear reference is made to any issues, hazards or incidents that may have arisen when attending the towing situation and any related action taken

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 setting up and securing of a towing situation
- Relevant OH&S and environmental protection procedures and guidelines
- Workplace procedures and policies for the checking and assessing of the operational capability of equipment
- Focus of operation of work systems, equipment, management and workplace standard operating systems for the checking and assessing of the operational capability of equipment
- The characteristics, applications, capabilities and limitations of the towing equipment
- Tools and equipment used when setting up and securing a towing situation and the precautions and procedures that should be followed in their use
- Problems that may occur when setting up and securing of a towing situation and appropriate action that can be taken to resolve the problems
- Operational safety requirements for the equipment concerned
- Hazards that may exist when setting up and securing of a towing situation and precautions and action that should be taken to minimise or eliminate the hazards concerned
- Documentation and record requirements when checking and assessing the operational capability of equipment
- Housekeeping standards and procedures required when setting up and securing a towing situation

Required skills:

- Communicate effectively with others when setting up and securing a towing situation
- Read and interpret instructions, procedures and information relevant to the setting up and securing of a towing situation
- Read and comprehend simple statements in English
- Complete documentation related to the setting up and securing of a towing situation
- Work safely and collaboratively with others when setting up and securing a towing situation
- Adapt appropriately to cultural differences in the workplace, including modes of behaviour and interactions with others
- Modify activities depending on differing workplace contexts, risk situations and towing situations
- Recognise problems concerning the setting up and securing of a towing situation and take

Required skills:

appropriate action

- Apply precautions and required action to minimise, control or eliminate hazards that may exist during work activities
- Plan own work including predicting consequences and identifying improvements
- Prioritise work activities when setting up and securing a towing situation
- Select and use personal protective equipment as per OH&S requirements
- Select and use equipment and tools required when setting up and securing a towing situation

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
- 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

EVIDENCE GUIDE

- 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 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

RANGE STATEMENT

Potential hazards that may occur in various towing situations may include:

- articulated drop-deck low loader
- trailer
- vehicular traffic at the scene
- live electrical wires
- contaminated blood at scene
- weather conditions
- oil on vehicle trays (slippery surfaces)
- unsafe or damaged equipment
- unsafe procedures in the use of towing equipment
- fire at the scene
- spilt or leaking fuel or dangerous or hazardous goods or substances
- unsafe manual lifting procedures
- sharps that may be contaminated with transmittable diseases

Hazard control strategies may include:

- use of flashing lights on vehicles
- deployment of safety equipment such as warning signs or witch's hats
- strategic positioning of towing vehicle
- use of appropriate personal protective equipment, including reflective vests and raincoats
- use of safe procedures in the use of towing equipment
- checking equipment and isolating, rectifying or reporting any defective equipment
- following correct safety procedures in the event of live fallen electrical wires at an accident scene
- following correct procedures in the event of spilt or leaking fuel or dangerous or hazardous goods or substances as per the Australian Dangerous Goods Code
- using correct portable firefighting equipment to control a fire at the scene
- correct manual lifting strategies
- cleaning of vehicles (including removal of oil from vehicle trays)

Depending on the organisation concerned, operating procedures may be called:

- standard operating procedures
- company procedures
- enterprise procedures
- organisational procedures
- established procedures

Personal protective equipment may include:

- gloves
- safety headwear and footwear

RANGE STATEMENT

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| Communication at towing sites and in the work area may include: | <ul style="list-style-type: none">• safety glasses• two-way radios• high visibility clothing (raincoats and vests)• portable fire extinguishers• mobile phone• fax• email• internet• RF communications• oral, aural or signed communications |
| Information and documents may include: | <ul style="list-style-type: none">• standard procedures and policies for the setting up and securing a towing situation• 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• codes of practice including the National Standards for Manual Handling and the Industry Safety Code• relevant legislation, regulations and related documentation including the ADG Code• quality assurance standards• emergency procedures |
| Applicable legislation, regulations and codes may include: | <ul style="list-style-type: none">• relevant standards and codes pertaining to the setting up and securing of a towing situation• relevant state/territory regulations and licence/permit requirements pertaining to the operation of tow trucks• relevant state/territory road rules• relevant state/territory OH&S legislation• relevant state/territory environmental protection legislation |

Unit Sector(s)

Not Applicable

Competency Field

Competency Field

B - Equipment Checking and Maintenance