



Australian Government

Department of Education, Employment and Workplace Relations

TLIC3034A Berth and shut down an electric tram

Release: 1

TLIC3034A Berth and shut down an electric tram

Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to berth and shut down an electric tram including determining the required berthing location; berthing, shutting down and securing the tram; carrying out all required post-operational activities; and completing post-operational paperwork. This unit replaces part of the previous unit TDTC2101A Drive tram. 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 applicable legislated rail safety requirements including acts and regulations from each state and territory together with any nationally approved compliance codes and/or guidelines, as well as relevant road rules and tramway regulatory requirements of the states/territories concerned.

Work is performed under minimal supervision, generally within a team environment. It involves the application of routine operational principles and procedures to berth and shut down an electric tram as part of workplace activities across a variety of operational contexts.

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 Determine berthing location	1.1 Contact is made with tram controller and depot staff, or information is obtained from an information board, to determine planned location for berthing the tram 1.2 Directions of tram controller and depot staff are interpreted and followed
2 Berth and shut down an electric tram	2.1 Electric tram is berthed in accordance with organisation's and site requirements 2.2 Shut-down procedures are carried out in accordance with specifications and organisation's requirements
3 Carry out post-operational checks	3.1 Visual and other checks are made of tram as per workplace procedures 3.2 Any identified faults and defects are fixed or reported and recorded as per workplace procedures 3.3 Faulty and defective equipment that presents a safety risk is reported as per workplace procedures and relevant regulations 3.4 Outcomes of post-operational checks are recorded as per workplace procedures
4 Secure an electric tram	4.1 Brakes are applied as per workplace procedures 4.2 Electric tram is secured in accordance with depot requirements
5 Complete post-operational paperwork	5.1 Timesheet or other work record is completed 5.2 Roster is checked for future work allocation 5.3 Issues and variations are discussed and resolved with roster clerk 5.4 All required documentation is completed as per workplace procedures 5.5 All equipment is returned and stowed as per workplace requirements 5.6 Records of the electric tram are completed in accordance with workplace procedures and regulatory 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:

- Applicable legislated rail safety requirements including acts and regulations from each state

REQUIRED KNOWLEDGE AND SKILLS

and territory together with any nationally approved compliance codes and/or guidelines

- Relevant state/territory roads and traffic authority and tramway operating procedures
- Relevant OH&S and environmental procedures and regulations
- Electric tram controls, instruments and indicators and their purpose, location and use
- Monitoring devices; braking and power equipment; safety systems, ancillary systems; and signalling systems
- Procedures for operating, berthing and shutting down an electric tram
- Braking and safety system procedures
- Operating controls to start, accelerate, decelerate and stop an electric tram
- Speed and load limits compliance requirements
- Procedures for managing hazardous situations when berthing and shutting down an electric tram
- Procedures for operating and shutting down ancillary systems
- Procedure for completing relevant documentation when berthing and shutting down an electric tram
- Procedures to be followed in the event of an emergency
- Procedures for any other work necessary to berth and shut down a tram
- Procedures for identifying equipment defects and assessing for appropriate action
- Typical defects that can occur on an electric tram and related action that should be taken
- Procedures for operating any electronic communications equipment with required protocol
- Fatigue management knowledge and techniques including: causes and effects of fatigue; strategies to manage fatigue; factors which increase fatigue-related accidents; and lifestyles which promote the effective long-term management of fatigue

Required skills:

- Communicate effectively with others when berthing and shutting down an electric tram
- Read and interpret instructions, procedures and information relevant to the berthing and shutting down of an electric tram
- Interpret and follow operational instructions and prioritise work
- Complete documentation related to the berthing and shutting down of an electric tram
- Operate electronic communications equipment to required protocol
- Work collaboratively with others when berthing and shutting down an electric tram
- Identify and assess tram defects and deficiencies and take appropriate action to report, isolate, repair or replace any identified defective equipment as per workplace procedures
- Implement contingency plans for unplanned events
- Apply precautions and required action to minimise, control or eliminate hazards that may exist when berthing and shutting down an electric tram

Required skills:

- Recognise problems that may arise when berthing and shutting down an electric tram and take appropriate action
- Modify activities depending on differing operational contingencies, risk situations and environments
- Adapt to differences in trams and associated equipment and procedures
- Select and use required personal protective equipment conforming to industry and OH&S standards
- Conduct a visual inspection of an electric tram
- Document outcomes of visual inspection of an electric tram
- Shut down an electric tram after service
- Apply fatigue management knowledge and techniques

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

EVIDENCE GUIDE

	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.

Operations may be conducted:	• by day or night in all relevant weather conditions
Electric trams include all electric trams in service within Australian transport systems and may include:	• hand-operated or foot pedal control systems or both
Electric tram equipment may include:	• ancillary systems • automatic control systems • braking systems • drive systems • instrumentation • manual controls • communication systems • warning equipment • power source • vigilance systems • traction systems
Visual inspection of an electric tram may include:	• lights • hoses • couplings • destination indicators or signs

RANGE STATEMENT

	• doors and door locks • springs • brake equipment • wheels • seals • sand • pantographs or trolley poles • electrical cables • glass windows and doors • audible faults (e.g. hiss of escaping air) • visible faults (e.g. oil leaks, tears and cracks)
Post operation checks may include:	• sand levels • brake testing • internal and external lights • air systems • interlocks and door controls
Risk minimisation may require differentiating between faults, defects and deficiencies that:	• do not present a hazard and could be attended to under running maintenance or in a normal maintenance schedule • present a potential hazard and need to be attended to under running maintenance or at the next most practical opportunity • present an immediate hazard and require immediate attention
Relevant personnel may include:	• tram crew • tram controllers • rostering supervisors and staff • other tram drivers and crews • depot coordinators • supervisors and other operational personnel • maintenance personnel • immediate internal or external customers • internal and external suppliers
Action taken upon the identification of faults, defects or deficiencies may include:	• reporting the problem and carrying out repairs (depending on the level and extent of work required), or isolating the faulty equipment and advising appropriate personnel of the fault and need for repair or replacement
Depending on the organisation concerned workplace procedures may be called:	• standard operating procedures • company procedures • enterprise procedures • organisational procedures • established procedures

RANGE STATEMENT

Information and documents may include:

- relevant national and state or territory transport regulations and codes of practice
- notices in drivers' notice board/box
- reference cards
- tram driver roster sheet and/or table card
- operational instructions, policies and procedures:
- emergency procedures manual
- conditions of service, legislation and industrial agreements including workplace agreements and awards

Applicable legislation, regulations and codes may include:

- applicable legislated rail safety requirements including acts and regulations from each state and territory together with any nationally approved compliance codes and/or guidelines
- relevant state/territory road rules and tramway codes of practice
- relevant Australian Standards and related requirements
- relevant state/territory OH&S legislation
- relevant state/territory environmental protection legislation

Unit Sector(s)

Not Applicable

Competency Field

Competency Field

C - Vehicle Operation