



Australian Government

Department of Education, Employment and Workplace Relations

TLIF4088A Implement and coordinate rail safety and OH&S risk-control strategies

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit involves the skills and knowledge required to implement and coordinate rail safety and OH&S risk-control strategies in accordance with regulatory and legislative requirements. It includes accessing rail safety and OH&S information, developing risk-control procedures, selecting and implementing risk controls, and contributing to monitoring and evaluating their effectiveness.

Licensing or certification requirements may be applicable to this unit.

Application of the Unit

This unit covers the requirements to implement and coordinate rail safety and OH&S risk-control strategies and to identify, assess and control risks associated with people, plant, environment, rail infrastructure, and associated interfaces.

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

ELEMENT

PERFORMANCE CRITERIA

1 Access information about rail safety, OH&S and organisational policies and procedures

- 1.1 Relevant provisions of rail safety and OH&S legislation and codes of practice are identified and accessed
- 1.2 Information on organisational rail safety and OH&S policies and procedures is stored in a readily accessible location and manner
- 1.3 Information is accurately interpreted and clearly explained to the appropriate personnel

2 Develop options to control rail safety and OH&S risks

- 2.1 Hazard register, outcomes of previous incident investigations, and risk assessments are reviewed to identify possible rail safety and OH&S hazards and/or risks requiring control action
- 2.2 Rail safety, OH&S legislation and standards are used to develop a range of options to control specific risks in the workplace
- 2.3 Principles of the hierarchy of control are applied when developing risk-control options
- 2.4 Where appropriate, input is sought from stakeholders and workplace personnel
- 2.5 If required, advice from rail safety and OH&S specialists and technical advisors is sought

3 Select appropriate options to control rail safety and OH&S risks

- 3.1 Outcomes of risk assessments are used to select appropriate options to control risks
- 3.2 Selected risk controls are prioritised
- 3.3 Factors that may potentially limit effectiveness of controls are identified
- 3.4 Where appropriate, stakeholders and workplace personnel are consulted when selecting appropriate control options
- 3.5 Recommended risk controls are communicated to stakeholders and workplace personnel

4 Implement rail safety and OH&S risk controls

- 4.1 Appropriate authority and relevant resources to implement controls are identified and applied
- 4.2 Actions required to control risks are implemented
- 4.3 Stakeholders and workplace personnel are consulted with and involved in the implementation of risk controls

5 Contribute to monitoring and evaluating the effectiveness of risk controls

- 5.1 Effectiveness of implemented risk controls is evaluated, in consultation with stakeholders where necessary
- 5.2 Compliance with any new procedures is monitored and documented in accordance with organisational procedures
- 5.3 If required, workplace sources of information and data are accessed to evaluate effectiveness of risk controls and to check for new hazards introduced as a result of controls
- 5.4 Areas for further improvement are identified in consultation with stakeholders and appropriate action is taken
- 5.5 Where requested, assistance is provided in developing and

documenting an improvement plan

Required Skills and Knowledge

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

Required knowledge:

- Relevant rail safety and OH&S acts, legislation, procedures and guidelines
- Reporting procedures in regard to unsafe situations, hazards and risks
- Location and use of safety and emergency communication systems
- Signs and signals used for OH&S warnings
- HAZCHEM symbols and implications for safe work and storage
- Emergency and evacuation procedures
- Housekeeping standards and procedures required in the workplace

Required skills:

- Communicate effectively with others when implementing and monitoring compliance with rail safety and OH&S procedures and policies
- Read and interpret relevant instructions, procedures, information and signs
- Complete documentation related to implementing and coordinating rail safety and OH&S risk-control strategies
- Report and rectify within limits of own role problems, faults and malfunctions that may arise
- Implement contingency plans for unanticipated situations that may occur
- Use appropriate numeric functions when implementing and monitoring compliance with rail safety and OH&S procedures and policies

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

- 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.

Associated interfaces and stakeholders may include:

- federal, state and local authorities
- emergency services
- transport authorities
- land owners
- local residents
- local community groups
- utility service providers
- other rail infrastructure managers
- other work groups
- employees
- contractors
- unions

Readily accessible locations may include:

- organisational intranet
- site offices
- depots
- personal electronic devices
- vehicles

Workplace hazards may include:

- chemicals and other hazardous substances
- movement of equipment, goods and vehicles
- broken and damaged tools and equipment
- inflammable materials and fire hazards
- lifting practices
- extremes in weather conditions
- lighting levels
- uneven and slippery surfaces
- water hazards
- traffic flows
- vehicle and equipment operation
- rail traffic
- overhead line equipment
- signal and electrical equipment
- bridges, tunnels, cuttings and pits

Responsibilities in the implementation and monitoring of rail safety and OH&S may include:

- providing rail safety and OH&S information to personnel
- consultation and participating in meetings on rail safety and OH&S matters
- implementing and monitoring emergency procedures and

	responses
	• assessing and controlling rail safety and OH&S risks • reporting rail safety and OH&S issues and incidents • resolving rail safety and OH&S issues • participating in rail safety and OH&S audits and workplace inspections
Controlling rail safety and OH&S risks may include:	• measures to remove the cause of a risk at its source • consultation with workers and their representatives • application of the hierarchy of control, namely: • elimination of the risk • engineering controls • administrative controls
Workplace sources of information and data may include:	• rail safety and OH&S audits and inspection reports • health surveillance and workplace environmental monitoring records • records of instruction and training • manufacturer and supplier information, including material safety data sheets (MSDS) and dangerous goods storage lists • hazardous substances registers • maintenance and testing reports • workers compensation and rehabilitation records • first aid and medical post records
Depending on the type of organisation concerned and the local terminology used, organisational procedures may include:	• company procedures • enterprise procedures • workplace procedures • established procedures
Information and documents may include:	• applicable state Rail Safety Acts • OH&S regulations, responsibilities and obligations • workplace rail safety and OH&S procedures and policies • codes of practice • MSDS • manufacturer, supplier and/or client instructions concerning the use and servicing of equipment • emergency procedures • goods identification numbers and codes • standards and certification requirements

Unit Sector(s)

Not applicable.

Competency Field

F – Safety Management