



Australian Government

TLIF4095A Apply occupational health and safety requirements for driving operations

Release 2

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Modification History

Release 2. This is the second release of this unit in the TLI10 Transport and Logistics Training Package Version 4.0.

Minor change: One point has been moved from Required Skills to Required Knowledge. Release 2 is equivalent to the previous release.

Unit Descriptor

This unit involves the skills and knowledge required to undertake occupational health and safety requirements for driving operations.

Licensing, legislative, regulatory and certification requirements are applicable to this unit.

Application of the Unit

This unit applies to those working in the road transport fuel/gas and heavy recovery industry. It does not include salvage operations.

Licensing/Regulatory Information

Refer to Unit Descriptor.

Pre-Requisites

Nil.

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

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| 1 Identify OH&S legislative requirements for vehicle driving operations | <ul style="list-style-type: none">1.1 OH&S legislative requirements relevant to own work role and responsibilities in vehicle driving operations are identified and explained1.2 OH&S legislative requirements relevant to others involved in vehicle driving operations are identified1.3 Duty of care requirements pertaining to vehicle driving operations are identified1.4 OH&S requirements for the vehicle are identified1.5 Information for safe operation of ancillary equipment is sourced and followed1.6 Own responsibilities to comply with safe work practices are identified1.7 Information on workplace and site OH&S policies and procedures is made readily available in vehicle1.8 OH&S communication and reporting processes are identified |
| 2 Identify and assess risks in vehicle driving operations | <ul style="list-style-type: none">2.1 Hazards in vehicle driving operations are identified, assessed and reported to designated personnel2.2 Safety risks in vehicle driving operations are identified, assessed and reported to designated personnel2.3 Safe work practices, duty of care requirements and safe work instructions pertaining to vehicle driving operations are followed for controlling risks |
| 3 Identify hazardous materials and other hazards pertaining to vehicle driving operations | <ul style="list-style-type: none">3.1 Hazardous materials in vehicle driving operations are correctly identified, handled and used in accordance with organisational and legislative procedures3.2 Measures for controlling risks are applied effectively and immediately3.3 Hazardous materials that have safety implications for self and others are secured using appropriate signs and signals3.4 Existing and potential hazards are identified and reported in accordance with site and company procedures |

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| 4 Plan and prepare for safe work practices | <ul style="list-style-type: none">4.1 Correct personal protective equipment (PPE) and clothing are identified, correctly fitted, used and stored in accordance with organisational procedures4.2 Tools, equipment and materials are selected and tasks are organised in accordance with organisational procedures4.3 Required signage and barricades are determined and used during vehicle driving operations and at the site4.4 Material safety data sheets (MSDS), and job safety analysis (JSA) and safe work method statements relevant to vehicle driving operations are completed and followed in accordance with regulatory and workplace procedures |
| 5 Apply safe work practices | <ul style="list-style-type: none">5.1 Task is performed in a manner that is safe for the operator, other 5.2 personnel and the general community in accordance with legislative requirements and organisational procedures5.2 Hazards, incidents and injuries are reported in accordance with legislative requirements and organisational procedures5.3 Site safety signs and symbols are identified and followed5.4 Site is cleared and maintained to prevent and protect self and others from accidents and incidents and to meet environmental requirements |
| 6 Contribute to the management of OH&S | <ul style="list-style-type: none">6.1 OH&S issues are raised with designated personnel in accordance with organisational and legislative procedures6.2 Contributions are made to participative arrangements for OH&S management in accordance with organisational procedures |

Required Skills and Knowledge

This section describes the knowledge and skills required for this unit.

Required knowledge:

- Relevant OH&S procedures and guidelines in the workplace
- Reporting procedures:
 - for safety incidents
 - in regard to unsafe situations, fire hazards, broken or damaged equipment or fittings, sickness and accidents
- Relevant duty of care requirements
- Safe work practices
- Location and use of safety alarms, manifests, emergency shut-off systems, and emergency communication systems
- HAZCHEM symbols and implications for safe work and storage
- Identification of the requirements of a transport emergency response plan (TERP)
- Procedures for storage and use of hazardous substances
- Cultural differences in the workplace and appropriate modes of behaviour and ways of interacting with others
- Containers and goods coding, including Australian Dangerous Goods (ADG) and International Maritime Dangerous Goods (IMDG) markings

Required skills:

- Identify hazards and other OH&S issues
- Recognise safety signs and symbols
- Maintain environmental requirements on site
- Use signs and signals for OH&S warnings
- Use terms in MSDS
- Safely handle broken or damaged equipment
- Apply emergency evacuation procedures
- Store and use hazardous substances
- Implement contingency plans for unanticipated situations that may occur when following OH&S procedures
- Work collaboratively with others when following OH&S procedures
- Operate electronic communication equipment to required protocol
- Complete documentation related to OH&S in the workplace

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 competence in this unit must be relevant to and satisfy all of the requirements of the Elements, Performance Criteria, Required Skills, Required Knowledge and include demonstration of:

- awareness of occupational health and safety as it applies to job function
- hazardous materials implications
- an understanding of RIPH ID
- interpreting safe work procedures as they apply to the job function

Context of and specific resources for assessment

Assessment must ensure access to:

- tools, equipment and PPE currently used in industry
- relevant regulatory and equipment documentation that impacts on work activities

Method of assessment

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended

In all cases where practical assessment is used it will be combined with targeted questioning to assess required knowledge

Assessment processes and techniques must be appropriate to the language and literacy capacity of the candidate and the work being performed

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.

OH&S legislative requirements include:	• relevant state and territory requirements • relevant workplace policies and procedures
Others include:	• employer • contractor • consigner • consignee • packer • loader • scheduler • driver • receiver • carrier • manufacturer • employee • owner • dispatch officer • operator • person in charge or apparently in charge of a vehicle • subcontractor
Documentation and records include:	• transport regulations as they apply to the enterprise, including local authority regulations and procedures • workplace policies and procedures relating to chain of responsibility regulations • relevant Australian standards and certification requirements • relevant internal data entry books, including log books, data sheets and load sheets
Hazardous materials include:	• fuel • gas
Workplace documentation includes:	• MSDS • JSA • standard operating procedures (SOP) • workplace procedure and/or policy • TERP
Personal safety measures include:	• gloves • safety headwear and footwear • safety glasses • two-way radios

Applicable legislative procedures and codes include:

- protective clothing
- high visibility clothing
- eye wash kit
- emergency shutdown controls
- evacuation controls
- Australian code for the transport of dangerous goods by road or rail: the ADG Code
- relevant state and territory:
 - roads and traffic authority driving regulations and licence or permit requirements pertaining to operating heavy vehicles on unsealed roads
- road rules
- OH&S legislation
- fatigue management regulations
- environmental protection legislation and regulations

Unit Sector(s)

Not applicable.

Competency Field

F - Safety Management