



Australian Government

Department of Education, Employment and Workplace Relations

TLIL2048A Prepare for train departure

Release: 1

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Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to prepare for train departure in accordance with workplace procedures and the requirements of relevant safeworking regulations and codes of practice. For both freight and passenger trains, it includes the checking of rolling stock, equipment and related documentation; checking for any planned variations from normal routines; and, where required, completing documentation. For passenger trains, it also includes, where appropriate, the checking of passenger facilities and assessing stock levels in accordance with workplace requirements. Licensing or certification requirements are not applicable to this unit.

Application of the Unit

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Persons achieving competence in this unit will need to fulfil the legislated rail safety requirements including acts and regulations from each applicable state and territory together with any nationally approved compliance codes and/or guidelines.

Work is performed under some supervision, generally within a team environment. It involves the application of routine operational principles and procedures to the preparations for train departure as part of work activities across a variety of operational contexts within the Australian rail system.

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 Check rolling stock and train equipment	1.1 Rolling stock is checked to ensure it is fit for operation in accordance with regulatory requirements and workplace procedures 1.2 Train equipment is checked for effective operation in accordance with regulatory requirements and workplace procedures 1.3 Rolling stock or equipment faults, defects or problem areas are identified and remedial action is organised in accordance with regulatory requirements and workplace procedures
2 Check for any planned variations from normal routines	2.1 Documentation related to operational variations and special instructions are identified and accessed 2.2 Planned variations and special instructions pertaining to the train are noted and actioned according to workplace procedures
3 Check passenger facilities (where relevant)	3.1 Passenger facilities are checked to ensure that they are clean and operating as required 3.2 If applicable, passenger convenience items are checked to ensure that they meet the recommended levels 3.3 Variations from established standards are reported or rectified, in accordance with workplace procedures and manufacturers specifications 3.4 Major faults are reported to the appropriate person in accordance with workplace procedures
4 Check stock levels (where relevant)	4.1 Stock levels are checked to ensure required amounts are present 4.2 Where applicable, adjustments to stock levels are made, following workplace procedures
5 Complete documentation	5.1 Where required, documentation is completed following checking of rolling stock and train equipment in accordance with workplace procedures 5.2 Where relevant, documentation related to the checking of passenger facilities and stock levels is also completed in accordance with workplace procedures

Required Skills and Knowledge

REQUIRED KNOWLEDGE AND SKILLS

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

REQUIRED KNOWLEDGE AND SKILLS

Required knowledge:

- Legislated rail safety requirements including acts and regulations from each applicable state and territory together with any nationally approved compliance codes and/or guidelines
- Relevant OH&S and environmental procedures and regulations including codes of practice for manual handling
- Workplace procedures for preparing a train for departure, including for passenger train operation: the replenishment of consumable items, obtaining assistance from maintenance staff, communication methods and protocols, and completing relevant documentation
- Structure of the train consist
- Types of rolling stock and/or passenger cars and their features
- Rolling stock and car sequence and relevant labelling requirements
- Relevant documentation requirements
- Problems that may occur when preparing a train for departure, and action that should be taken to resolve the problems
- For passenger trains, normal level of use of consumable items such as food and beverages
- For passenger trains, position and number of fire extinguishers
- Essential equipment, supplies and materials required for trip
- For passenger trains, customer service and cleanliness standards

Required skills:

- Communicate effectively with others when preparing a train for departure
- Read and interpret instructions, procedures and information relevant to the preparation of a train for departure
- Interpret and follow operational instructions and prioritise work
- Complete documentation related to the preparation of a train for departure
- Operate electronic communication equipment to required protocol
- Work collaboratively with others when preparing a train for departure
- Promptly report and/or rectify any problems, faults or malfunctions that may be identified when preparing a train for departure in accordance with regulatory requirements and workplace procedures
- Apply precautions and required action to minimise, control or eliminate hazards that may exist during the preparation of a train for departure
- Monitor work activities in terms of planned schedule
- Modify activities depending on differing operational contingencies, risk situations and environments
- Work systematically with required attention to detail without injury to self or others, or damage to goods or equipment

Required skills:

- Identify, select and use relevant equipment and materials
- Adapt to differences in equipment in accordance with standard operating procedures
- Select and use required personal protective equipment conforming to industry and OH&S standards

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
- Assessment must include exercises which demonstrate competent performance of the following in a range of situations:
 - identifying rolling stock and equipment checks according to workplace requirements
 - identifying possible fault or defects that may occur with rolling stock and equipment
 - correct requirements for reporting identified rolling stock and equipment defects

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,

EVIDENCE GUIDE

	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, 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 weather conditions
Work may be conducted in:	• restricted spaces • exposed conditions • controlled or open environments
Work may involve exposure to:	• chemicals • dangerous or hazardous substances • movements of equipment, goods and vehicles
Trains may include:	• both freight and passenger trains
Major faults may include:	• breakdowns • breakages • defective or non-functioning equipment
Passenger facilities may include:	• toilets • carriages • buffet cars • fire extinguishers • first aid box
Passenger convenience items may	• consumables

RANGE STATEMENT

include:

- tissues
- foods
- plastic cups
- toilet paper
- paper towels
- cooking utensils
- eating utensils

Communication methods may include:

- telephone
- mobile/satellite phone
- fax
- signed forms
- oral and signed communications

Consultative processes may involve:

- other employees and supervisors
- customers
- other professional and technical personnel

Safety and protective equipment may include:

- high visibility clothing
- end of train markers
- gloves
- sunscreen
- sunglasses
- safety glasses
- insect repellent
- safety headwear
- safety footwear
- portable radios/mobile phones
- hand lamps
- flags
- safety devices
- hearing protection

Depending on the type of organisation concerned and the local terminology used, workplace procedures may include:

- company procedures
- enterprise procedures
- organisational procedures
- established procedures

Information/documents may include:

- workplace procedures and job specifications
- protocols for dealing with internal and external customers
- equipment, supplies and materials checklists
- manufacturers specifications and instructions for equipment
- verbally communicated information and instructions
- operations manuals

RANGE STATEMENT

Applicable regulations, legislation and codes may include:

- conditions of service, legislation and industrial agreements including workplace agreements and awards
- legislated rail safety requirements including acts and regulations from each applicable state and territory together with any nationally approved compliance codes and/or guidelines
- relevant state/territory codes of practice and safeworking system requirements
- relevant state/territory OH&S legislation
- relevant state/territory environmental protection legislation
- relevant Australian Standards

Unit Sector(s)

Not Applicable

Competency Field

Competency Field L - Resource Management