



Australian Government

Department of Education, Employment and Workplace Relations

TLIL4043A Allocate freight

Release: 1

TLIL4043A Allocate freight

Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to allocate freight in accordance with workplace procedures and the requirements of relevant safeworking regulations and codes of practice. It includes confirming a train consist, reviewing the freight load plan, and allocating freight to wagons in accordance with workplace requirements. 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 legislated rail safety requirements including acts and regulations from each 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 when allocating freight as part of workplace 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 Confirm train consist	1.1 Train consist is checked against original planned consist and any variations are recorded for load planning purposes 1.2 Rolling stock on train is confirmed as available and suitable for loading 1.3 Further modifications to train consist are organised to achieve load plan following workplace procedures
2 Review freight load plan	2.1 Freight load plan is reviewed to identify variations to contribute to development of revised load plan 2.2 Priorities for freight are identified and accounted for in load plan 2.3 New load plan is developed to ensure maximum efficiency for loading/unloading operations 2.4 Freight classed as dangerous goods is identified and planned loading and movement is in accordance with required code of practice
3 Allocate freight to wagons	3.1 Freight load plan is confirmed and freight is identified for loading on selected wagons 3.2 Out-of-gauge freight is allocated to appropriate wagon and recorded on freight load plan 3.3 Non-compatible loads are separated to avoid damage or contamination 3.4 Unplanned restrictions relating to freight allocation are managed within the workplaces contingency plan 3.5 Unresolved freight allocation difficulties/problems are referred to operations planning or other appropriate personnel 3.6 Freight load plan documentation is completed and distributed to appropriate personnel

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 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

REQUIRED KNOWLEDGE AND SKILLS

manual handling

- Workplace procedures for the allocation of freight, including: identifying rolling stock, interpreting load specifications and carrying out load calculations, radio communication protocol, completing relevant documentation, and procedures to be followed in the event of an emergency
- Types, characteristics, identification features and specifications of rolling stock
- Types of freight and any special loading or transport requirements
- Train consist documentation
- Load specifications and calculations
- Australian Dangerous Goods Code and associated regulations
- Out-of-gauge requirements
- Rolling stock identification and specifications
- Freight handling capacities
- Freight load plan system and documentation
- Typical problems that can occur when allocating freight and appropriate action that can be taken to prevent or solve them

Required skills:

- Communicate effectively with others when allocating freight
- Read and interpret instructions, procedures, information and signs relevant to the allocation of freight
- Interpret and follow operational instructions and prioritise work
- Complete documentation and data entry related to the allocation of freight
- Document freight allocation and incidents
- Operate electronic communication equipment to required protocol
- Calculate loads
- Work both individually and collaboratively with others when allocating freight
- Adapt appropriately to cultural differences in the workplace, including modes of behaviour and interactions with others
- Promptly report and/or rectify any problems, faults or malfunctions identified when allocating freight in accordance with regulatory requirements and workplace procedures
- Apply safeworking practices and regulations
- Monitor and anticipate operational problems and hazards and take appropriate action
- Implement contingency plans for unanticipated situations that may arise when allocating freight
- Apply precautions and required action to minimise, control or eliminate hazards that may exist during the allocation of freight

Required skills:

- Plan and organise activities
- 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
- Select and use relevant equipment and materials when allocating freight
- Adapt to differences in equipment in accordance with standard operating procedures

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

EVIDENCE GUIDE

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: | <ul style="list-style-type: none"> • by day or night • in all relevant weather conditions |
| Work may be conducted in: | <ul style="list-style-type: none"> • restricted spaces • exposed conditions • controlled or open environments |
| Work may involve exposure to: | <ul style="list-style-type: none"> • chemicals • dangerous or hazardous substances • movements of equipment, goods and vehicles |
| Freight may include: | <ul style="list-style-type: none"> • all forms of freight as confirmed on freight booking system |
| Rolling stock may include: | <ul style="list-style-type: none"> • all forms of freight carrying rolling stock in any configuration used by the workplace |
| Out-of-gauge freight includes: | <ul style="list-style-type: none"> • all designated as not complying with the gauge template for the specified track |
| OH&S requirements are those necessary to meet applicable workplace, state/territory and national policies and procedures and may include the use of: | <ul style="list-style-type: none"> • gloves • sunscreen, sunglasses and safety glasses • hearing protection • insect repellent • safety headwear and footwear • portable radios • high visibility clothing |
| Consultative processes may | <ul style="list-style-type: none"> • other employees and supervisors |

RANGE STATEMENT

involve:

- customers
- management
- other maintenance, professional or technical staff

Communication in the work area may include:

- phone
- electronic data interchange
- fax
- email
- internet
- radio
- oral, aural or signed communications

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

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

Information/documents 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
- workplace procedures and job specification
- induction and training materials
- protocols for dealing with internal and external customers
- manifests, bar codes, goods and freight identification
- all forms of freight /train documentation used within a workplace
- statutory forms required for movement of specified freight including dangerous goods declarations where applicable
- ADG Code
- two-way radio operation procedures
- emergency procedures manual
- incident reports
- freight operations manuals
- conditions of service, legislation and industrial agreements including workplace agreements and awards

Applicable procedures and codes may include:

- 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
- ADG Code and regulations

Unit Sector(s)

Not Applicable

Competency Field

Competency Field L - Resource Management