



Australian Government

Department of Education, Employment and Workplace Relations

TLIL4044A Organise freight yard movement

Release: 1

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Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to organise freight yard movement in accordance with regulatory and workplace requirements, including identifying loading/unloading requirements and priorities, and coordinating freight yard movement activities. 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.

Work is performed individually, but the ability to work within a team environment may be required. It involves the application of workplace procedures and relevant regulatory and code requirements to the organising of freight yard movement as part of work activities in the rail transport and/or allied industries.

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 Identify loading/unloading requirements and priorities	1.1 Freight movement requirements are identified using the freight load plan 1.2 Freight movement priorities are established in accordance with freight movement documentation, workplace policies and procedures 1.3 Freight movement timings and the availability of loading/unloading equipment are established using appropriate freight movement documentation and train schedules
2 Coordinate freight yard movement activities	2.1 Yard freight handling equipment is allocated to loading/unloading operations in line with identified priorities 2.2 Marshalling of rolling stock and movement of freight are coordinated to minimise time and potential damage in the freight transfer 2.3 Freight for delivery or collection is appropriately and clearly marked and placed in freight holding area according to 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:

- 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 protection procedures and guidelines
- Workplace procedures and policies for the organisation of freight yard movement
- Focus of operation of work systems, equipment, management and site operating systems for the organisation of freight yard movement
- Train consist documentation
- Load details and specifications
- Capacity of materials handling equipment
- Australian Dangerous Goods Code
- Workplace's freight tracking system
- Workplace operating policies and procedures
- Train timetables

REQUIRED KNOWLEDGE AND SKILLS

- Yard operating procedures for rail movements
- Marshalling constraints affecting loading/unloading
- Problems that may occur when organising freight yard movement and appropriate action that can be taken to resolve the problems
- Documentation and reporting requirements for the organisation of freight yard movement including computer based personnel recording systems

Required skills:

- Communicate effectively with others when organising freight yard movement
- Read and interpret instructions, procedures, information and signs relevant to the organisation of freight yard movement
- Interpret train consist documentation
- Interpret and follow operational instructions and prioritise work
- Complete documentation related to the organisation of freight yard movement
- Operate electronic communication equipment to required protocol
- Provide leadership when coordinating and controlling work teams
- Work collaboratively with others when organising freight yard movement
- Adapt appropriately to cultural differences in the workplace, including modes of behaviour and interactions with others
- Promptly report and/or rectify any identified problems that may occur when organising freight yard movement in accordance with regulatory requirements and workplace procedures
- Implement contingency plans for unanticipated situations that may arise when organising freight yard movement
- Apply precautions and required action to minimise, control or eliminate hazards that may exist during the organisation of freight yard movement
- Plan freight yard movement
- 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 computer/communication/equipment required when organising freight yard movement
- Operate a freight tracking system
- 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

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

- 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.

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|---|--|
| Work may be conducted: | <ul style="list-style-type: none">• in a range of work environments• by day or night |
| Work 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 vehicular traffic |
| Freight handling equipment may include: | <ul style="list-style-type: none">• all forms of freight handling equipment used by a rail organisation for the loading/unloading, lifting, moving or storage of freight, including mechanical lifting devices, forklifts and pallets |
| Freight may include: | <ul style="list-style-type: none">• packages• luggage• bicycles• animals |
| Consultative processes may involve: | <ul style="list-style-type: none">• other employees, supervisors and managers• customers and agents• official representatives• relevant authorities and institutions• management and union representatives• industrial relations and OH&S specialists |
| Communication in the work area may include: | <ul style="list-style-type: none">• phone• electronic data interchange (EDI)• fax• email• internet• RF systems• oral, aural or signed communications |
| Personal protective equipment may include: | <ul style="list-style-type: none">• gloves• safety headwear and footwear• safety glasses• two-way radios• high visibility clothing |
| Depending on the type of organisation concerned and the | <ul style="list-style-type: none">• company procedures• enterprise procedures |

RANGE STATEMENT

local terminology used, workplace procedures may include:

- organisational procedures
- established 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 policies for the organisation of freight yard movements
- freight documentation including cartnotes, delivery notes, special clearances, consignment notes, dangerous goods certificates, authorised weighbridge certificates, list of contents
- operations manuals, job specifications and induction documentation
- manufacturers specifications and instructions for equipment use
- conditions of service, award, enterprise bargaining agreement, and other industrial arrangements
- relevant Australian standards and certification requirements
- quality assurance procedures
- emergency procedures

Applicable regulations and legislation 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
- Australian and international regulations and codes of practice for the transport of dangerous goods and hazardous substances, including:
 - Australian and International Dangerous Goods Codes
 - Australian and International Explosives Codes
- relevant state/territory OH&S and environmental protection legislation
- workplace relations regulations including equal opportunity, equal employment opportunity and affirmative action legislation
- workers compensation regulations

Unit Sector(s)

Not Applicable

Competency Field

Competency Field L - Resource Management