



Australian Government

Department of Education, Employment and Workplace Relations

TLIL4047A Coordinate train movement activities

Release: 1

TLIL4047A Coordinate train movement activities

Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to coordinate train movement activities in accordance with workplace procedures and the requirements of relevant safeworking regulations and codes of practice. It includes maintaining communications with drivers, communicating with staff and customers, and overseeing train disablement in accordance with workplace requirements. 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 under some supervision, generally within a team environment.

It involves the application of operational principles, regulations, safeworking codes, protocols and procedures to the coordination of train movement activities as part of workplace activities across a variety of operational contexts within the Australian rail industry.

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 Communicate with drivers	1.1 Communication with train drivers is undertaken to ensure they are informed of train movements, train arrival, position and departure in accordance with workplace policies and procedures 1.2 Appropriate communication techniques are employed in the case of radio malfunction
2 Communicate with staff and customers	2.1 Communication with relevant railway personnel is undertaken to ensure that they are informed of train movements in accordance with workplace's policies and procedures 2.2 Customers are informed of train movement details using appropriate communication technologies and following company procedures
3 Oversee train disablement	3.1 Disabled trains are secured and protected in accordance with company policies and procedures 3.2 Full details about disablement process are communicated to staff and train control using appropriate communication technologies 3.3 Customers are informed of progress of disablement process and, when required, evacuation procedures are clearly communicated to passengers 3.4 Train disablement documentation is completed accurately in the required format

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 manual handling
- Workplace procedures for the coordination of train movement activities, including: train movement procedures, train movement documentation, train disablement process, communication methods and protocol, completing relevant documentation, and procedures to be followed in the event of an emergency, including evacuation procedures
- Train movement principles

REQUIRED KNOWLEDGE AND SKILLS

- Timetabling principles
- Communication systems and equipment
- Relevant documentation requirements
- Problems that may occur when coordinating train movement activities and action that should be taken to resolve the problems

Required skills:

- Communicate effectively with others when coordinating train movement activities
- Read and interpret instructions, procedures and information relevant to the coordination of train movement activities
- Interpret and follow operational instructions and prioritise work
- Complete documentation and enter data related to the coordination of train movement activities
- Operate electronic communication equipment to required protocol
- Work both individually and collaboratively with others when coordinating train movement activities
- Adapt appropriately to cultural differences in the workplace, including modes of behaviour and interactions with others
- Promptly report and/or rectify any identified problems, faults or malfunctions that may occur when coordinating train movement activities in accordance with regulatory requirements and workplace procedures
- Implement contingency plans for unanticipated situations that may arise when coordinating train movement activities
- Apply precautions and required action to minimise, control or eliminate hazards that may exist when coordinating train movement activities
- Monitor work activities in terms of planned schedule
- Modify activities depending on differing operational contingencies, risk situations and environments
- Apply fatigue management knowledge and techniques
- 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 coordinating train movement activities
- Adapt to differences in equipment in accordance with standard operating procedures
- Meet agreed workplace tolerances for train operations
- 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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|---|--|
| 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 |
| Train movements may include: | <ul style="list-style-type: none">• departures• arrivals• disablements• shunting |
| Communication methods may include: | <ul style="list-style-type: none">• signals• hand signals and lamps• loud speaker systems• flags• telephone• public address |
| Consultative processes may involve: | <ul style="list-style-type: none">• other employees and supervisors• customers• other professional and technical personnel |
| Depending on the type of organisation concerned and the local terminology used, workplace procedures may include: | <ul style="list-style-type: none">• company procedures• enterprise procedures• organisational procedures• established procedures |
| Information/documents may include: | <ul style="list-style-type: none">• applicable legislated rail safety requirements including acts and regulations from each state and territory together with any nationally approved compliance codes and/or guidelines• the Code of Practice for the Defined Interstate Rail Network in situations where train movements occur out on that network• workplace procedures and job specification• induction and training materials• protocols for dealing with internal and external customers• electronic information systems• information on visual display monitors |

RANGE STATEMENT

- Applicable procedures and codes may include:
- verbally communicated train movement information
 - schedules
 - timetables
 - operations manuals
 - conditions of service, legislation and industrial agreements including workplace agreements and awards
 - relevant state/territory codes of practice and safeworking system requirements
 - the Code of Practice for the Defined Interstate Rail Network in situations where train movements are carried out on that network
 - 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