



Australian Government

Department of Education, Employment and Workplace Relations

TLIL4049A Develop train plans and schedules

Release: 1

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Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to develop train plans and schedules in accordance with workplace procedures and the requirements of relevant safeworking regulations and codes of practice. It includes analysing train requirements, establishing train specifications, establishing train section run times, and monitoring and updating train 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 regulatory requirements and operational principles and procedures to develop train plans and schedules as part of work activities across a variety of operational workplace 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 Analyse train requirements	1.1 The customer is consulted to establish their rail service requirements 1.2 Rail service provision is negotiated with the client, recorded and forwarded to operations control as per workplace procedures 1.3 Resource requirements are identified, noting special requirements for dangerous goods
2 Establish train specifications	2.1 Train consist is established to ensure efficient movement of freight or passengers 2.2 Train configuration is established to provide for the efficient loading and unloading of freight and/or passengers, taking into account freight /passengers with special loading/unloading requirements 2.3 The train specifications are checked to ensure that they meet special operating requirements and restrictions
3 Establish train section run times	3.1 Train section run times are confirmed for normal operations 3.2 Train section run times for specific trains are established and graphed on the appropriate train timetables 3.3 Train section run times are negotiated with the appropriate rail authorities where required 3.4 Alterations/cancellations affecting train running times are promptly communicated to the appropriate rail authorities as required
4 Monitor and update train requirements	4.1 Additional requirements are identified and incorporated into existing trains where possible 4.2 Additional requirements not able to be incorporated into existing trains are allocated to alternative trains 4.3 Detailed information relating to updated trains and dangerous goods requirements are conveyed to appropriate personnel as required by the workplace

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

REQUIRED KNOWLEDGE AND SKILLS

and territory together with any nationally approved compliance codes and/or guidelines

- Relevant OH&S and environmental procedures and regulations
- Workplace procedures for developing train plans and schedules, including: office and customer service procedures, communication protocols, and procedures for completing relevant records and documentation
- Rail services provided by the organisation
- Freight handling equipment used by the organisation
- Customer service policies and guidelines
- Details of wagons, carriages and locomotives used by the organisation
- Timetables
- Safe working systems and requirements
- Relevant external rail authorities' operating requirements
- Contractual arrangements with account customers
- Typical problems that can occur when developing train plans and schedules and appropriate action that can be taken to prevent or solve them
- Relevant documentation requirements

Required skills:

- Communicate and negotiate effectively with others when developing train plans and schedules
- Read and interpret instructions, procedures, information and signs relevant to the development of train plans and schedules
- Interpret train graphs and diagrams
- Interpret and follow operational instructions and prioritise work
- Complete documentation and enter data related to the development of train plans and schedules
- Operate electronic communication equipment to required protocol
- Carry out calculations related to loads and train data
- Work collaboratively with others when developing train plans and schedules
- 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 developing train plans and schedules in accordance with regulatory requirements and workplace procedures
- Plan train consists
- Implement safeworking systems when developing train plans and schedules
- Implement contingency plans for unanticipated situations that may arise when developing train plans and schedules
- Monitor work activities in terms of planned schedule

Required skills:

- 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
- Operate electronic computing equipment
- 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

Method of assessment

- Assessment of this unit must be undertaken by a registered training organisation
- As a minimum, assessment of knowledge must be

EVIDENCE GUIDE

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:	• by day or night • in all relevant 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
Equipment may include:	• all trains used within the rail system
Customers and passengers include:	• all current national, key and local account customers as well as all potential customers and internal customers
Rail services include:	• the rail services currently provided by the workplace as well as approved rail services for future operations
Commercial and financial arrangements include:	• all rates and fares appropriate to the range of rail services and customers/clients (including potential customers/clients) covered by workplace operations
Workplace policies and procedures include:	• all relevant documentation appropriate to dealing with customers/clients
Operations control includes:	• the planning functions across a workplace not necessarily located in one location
Resources include motive power for all forms of:	• locomotive or railcar power units • wagons/carriages and personnel
Special operating requirements	• train length and gauge limits

RANGE STATEMENT

- and restrictions include:
- track condition
 - specific loading and unloading requirements for passengers or freight
- Dangerous goods may include:
- all freight or cargo covered by ADG Code
- Train timetables include:
- all published documentation applicable to the workplace's rail services provided
- Rail authorities include:
- all authorities authorised to control section(s) of track within specified boundaries
- Internal customers may include:
- train crews
 - resource controllers
 - area controllers/signallers
 - workplace's emergency services
 - yard and station staff
 - crew transport service
 - engineering groups
 - train crewing personnel
 - adjacent control areas
 - business groups within the workplace
- External customers may include:
- business groups
 - private rail operators
 - contracted companies
 - general public
 - public emergency services
 - interstate rail groups
- Communication forms may include:
- telephones
 - radio network
 - computer systems, email and internet
 - fax
 - written notices and memos
 - oral and signed communications and forms
- 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:
- 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

RANGE STATEMENT

- induction and training materials
 - train timetables
 - electronic management systems
 - two-way radio operation procedures
 - emergency procedures manual
 - manufacturers specifications and instructions for equipment
 - verbally communicated information and instructions
 - 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 Australian Standards and related requirements
 - ADG Code and associated regulations
 - relevant state/territory OH&S legislation
 - relevant state/territory environmental protection legislation

Unit Sector(s)

Not Applicable

Competency Field

Competency Field L - Resource Management