



Australian Government

TLIL5066A Apply rail resource management principles

Release 1

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Modification History

Release 1. This is the first release of this unit.

Unit Descriptor

This unit involves the skills and knowledge required to apply rail resource management (RRM) principles to rail activities. It includes identifying and applying RRM principles to personal leadership, task management, teamwork, communications, risk management, situational awareness, decision making, managing emergencies and self management.

Licensing, legislative, regulatory or certification requirements are not applicable to this unit at the time of publication.

Application of the Unit

This unit covers the application of RRM principles in a management role within the rail industry. It can be applied to freight, heavy haul or metropolitan and regional passenger rail systems.

Licensing/Regulatory Information

Refer to Unit Descriptor.

Pre-Requisites

Nil

Employability Skills Information

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

1 Apply RRM principles to personal leadership

- 1.1 Personal responsibility is taken in accordance with RRM principles
- 1.2 Decisiveness is demonstrated when mitigating risk, in accordance with RRM principles
- 1.3 Interventions are made when rules and procedures are not followed by team members, in accordance with RRM principles
- 1.4 Own and team performance is monitored in accordance with RRM principles
- 1.5 Participation in task planning and analysis by team members is encouraged where appropriate, in accordance with RRM principles
- 1.6 Situational leadership is demonstrated in accordance with RRM principles

2 Apply RRM principles to task management

- 2.1 Attention is focused and distractions managed in normal and high workload situations
- 2.2 Actions of team members are monitored and cross-checked in accordance with RRM principles
- 2.3 Workloads are managed by prioritising and delegating safety-critical and routine tasks
- 2.4 Existing work plans are reviewed and modified when necessary
- 2.5 Automated systems and controls are managed effectively
- 2.6 Multiple tasks and high workload are identified and prioritised in accordance with RRM principles
- 2.7 Time constraints are discussed with team members when managing workload

3 Apply RRM principles to teamwork

- 3.1 Assistance and advice is provided to team members
- 3.2 Workload of team members is considered before interacting with them
- 3.3 Team awareness of safety is enhanced by sharing experiences

- 3.4 Open communication and effective working relationships with others are established
- 3.5 Professional or personal biases are identified and put aside to promote cooperation
- 3.6 Interpersonal skills are used to defuse arguments and to resolve conflict
- 3.7 Advice is sought from team members and/or sources as required and considered

4 Apply RRM principles to communications

- 4.1 Information and operational plans are shared with others as required, prior to commencing work
- 4.2 Critical events are debriefed to improve the way they are handled next time
- 4.3 Understanding is confirmed at end of a briefing or debriefing
- 4.4 Questions are asked to clarify understanding
- 4.5 Relevant information is passed on to keep team members up-to-date
- 4.6 Instructions, information and explanations are given in a clear and unambiguous manner
- 4.7 Correct radio protocol is used at all times
- 4.8 Proper hand-over to another person or team is conducted at end of shift for critical operational tasks

5 Apply RRM principles to risk management

- 5.1 Principles of threat and error management are applied in rail industry workplaces
- 5.2 Particular caution is exercised under unusual or demanding conditions
- 5.3 Deadlines are balanced with safety considerations
- 5.4 Tasks are carried out in accordance with risk management policies and procedures
- 5.5 Rules and procedures are followed at all times
- 5.6 Management of potential hazards and/or abnormal situations is discussed with team members

- 5.7 Equipment is operated safely in accordance with rules and limits
- 6 Apply RRM principles to decision making**
- 6.1 Relevant information to help understand problem is gathered and analysed
- 6.2 Opinions and suggestions are sought from others before deciding what to do
- 6.3 Available time is used to consider all options, not just the most obvious alternative
- 6.4 Potential risks for each alternative being considered are discussed with appropriate personnel
- 6.5 Appropriate option/s is selected and implemented based on available information
- 6.6 Outcome of decision/s is reviewed to ensure solution was effective
- 7 Apply RRM principles to managing emergencies**
- 7.1 Risk is regularly re-assessed when dealing with emergency situations
- 7.2 Training and experience is applied to carry out most important actions in an emergency
- 7.3 Reassurance is given to others to help them remain calm in an emergency
- 7.4 Action is taken to protect passengers and/or rail workers from further danger in an emergency
- 8 Apply RRM principles to self management**
- 8.1 Composure is shown in managing emergency and/or other demanding situations
- 8.2 Effects of fatigue in self and/or others are recognised and appropriate action is taken to manage this
- 8.3 Effectiveness is maintained under stress or periods of high workload
- 8.4 Assistance is requested to deal with difficult or abnormal situations

Required Skills and Knowledge

This section describes the knowledge and skills required for this unit.

Required knowledge:

- Communication systems, procedures and protocols in the rail industry
- Decision-making processes and their application within a rail environment
- Fatigue management principles
- Key concepts and definitions relating to rail resource management
- Key emergency management principles and practices associated with railway operations
- Leadership principles and practices
- Relevant documentation /records such as:
 - emergency procedures
 - relevant regulations
 - standard operating procedures
 - workplace rules
- Relevant rail safety, work health and safety (WHS)/occupational health and safety (OHS) and environmental legislation
- Relevant legislated rail safety requirements including state and territory acts and regulations, and nationally approved compliance codes and/or guidelines
- Risk management principles and procedures
- Task management principles and procedures
- Teamwork principles

Required skills:

- Access and use rail industry standards
- Communicate effectively with others, particularly in relation to interpreting complex information relating to rail operations
- Develop and maintain currency of rail industry knowledge and regulatory requirements
- Network and build relationships with a diverse range of rail industry organisations
- Work ethically in accordance with legislation

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 competence in this unit must be relevant to and satisfy all of the requirements of the Elements, Performance Criteria, Required Skills, Required Knowledge and include demonstration of applying:

- required 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 time and in a suitable range of contexts.

Resources for assessment include access to:

- other simulated practical and knowledge assessment, and/or
- 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

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

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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| Rail resource management may include: | <ul style="list-style-type: none">• infrastructure constraints• maintenance schedules• network capacity• personnel availability• physical network• resource needs and availability• rolling stock availability• track access requirements• train services |
| Hazards must include: | <ul style="list-style-type: none">• hazards that may occur in the course of work activities for which there are defined actions to control and manage the risks involved |
| Information may include: | <ul style="list-style-type: none">• audit program information• changes to regulations• compliance and enforcement regime• rail regulatory requirements• safety notices |

Unit Sector(s)

Not applicable.

Competency Field

L – Resource Management