



Australian Government

Department of Education, Employment and Workplace Relations

TLIP4010A Assess lift requirements and provide quotation

Release: 1

TLIP4010A Assess lift requirements and provide quotation

Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to assess job requirements for a lift using a mobile crane, and provide a quotation to a customer, including establishing customer requirements, determining the credit rating of customer, identifying the scope of the work, specifying job requirements and methods with customers, and documenting the quotation. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Application of the Unit

Application of the Unit

Work must be carried out in compliance with the licence/permit requirements and regulations of the relevant state/territory authorities pertaining to mobile crane operations.

Work is performed under general supervision. It involves the application of some judgement and routine principles and procedures to the assessment of lift requirements and the provision of a quotation for a mobile crane lift in a variety of operational contexts including specialised lifts.

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 Establish customer requirements	1.1 Customer is addressed in a courteous and business-like manner 1.2 Customer requirements and degree of urgency are established promptly 1.3 Impact of relevant legislation or workplace policy for dealing with requirements, and ability to respond are identified 1.4 Service requests requiring additional research are allocated a priority and arrangements made for follow-up
2 Determine credit rating of customer	2.1 Customer's full credit details are taken to enable suitable reference checks to be made 2.2 Unclear or uncertain credit information is referred to management for decision prior to proceeding 2.3 When necessary, special payment arrangements are negotiated or service is refused according to workplace policy
3 Identify scope of work	3.1 Location, time, type of lift, type of crane and service needs are clarified 3.2 Need to refer job to supervisor is determined and arrangements made according to workplace procedures 3.3 Suitability of available equipment, materials and personnel is established against customer's requirements 3.4 Need for permits, notifications and authorisations from authorities is identified 3.5 Special requirements for access and/or the lift are established and confirmed with the customer 3.6 Information regarding possible hazards is sought from customer and any hazards noted 3.7 Workplace records and rate schedules are used to determine applicable rate for customer 3.8 Suitable allowances for contingencies are provided based on findings from site inspection
4 Specify job requirements and methods with customers	4.1 Equipment, time and labour requirements to complete job safely and efficiently are established in line with legislative requirements and workplace procedures 4.2 Job requirements, proposed method for operation and costs are presented to customer with clear explanations of contingencies 4.3 Lift charts and drawings where applicable are used in clarifying job requirements to customer 4.4 Opportunities are provided for customer to seek clarification on costing and proposed methods 4.5 Quotation is followed up according to workplace procedures 4.6 Quotation is confirmed with customer and signed authorisation

ELEMENT	PERFORMANCE CRITERIA
5 Document quotation	of quotation and relevant indemnity forms obtained in line with workplace policy and procedures
	4.7 Agreed terms and conditions are included in the written quotation
	5.1 Quotation format is in accordance with workplace requirements
	5.2 Information is clear, concise and relevant
	5.3 Copy of quotation is provided to client promptly
	5.4 Quotation and related documentation is filed and other records updated accurately, legibly and promptly 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:

- Relevant road rules, regulations, permit and licence requirements pertaining to mobile crane operation
- Relevant OH&S and environmental procedures and regulations
- Mobile crane applications, capacities, configurations, safety hazards and control mechanisms
- Company work procedures concerning the assessment of lift requirements and the provision of a quotation for a mobile crane lift
- Costing structures for mobile crane lifts
- Sources of information required to assess lift requirements and provide a quotation for a mobile crane lift
- Procedures and protocols for checking the credit rating of a customer
- Typical problems that may occur when assessing lift requirements and providing a quotation and appropriate related action and solutions
- Prioritising and multi-tasking work
- Focus of operation of work systems and equipment
- Operational procedures for crane crews

Required skills:

- Communicate effectively with others when assessing lift requirements and providing a quotation

Required skills:

- Read and interpret instructions, procedures, information and technical data relevant to the assessment of lift requirements and provision of a quotation
- Interpret and follow operational instructions and prioritise work
- Complete documentation related to the assessment of lift requirements and provision of a quotation
- Operate electronic communication equipment to required protocol
- Work collaboratively with others when assessing lift requirements and providing a quotation
- Adapt appropriately to cultural differences in the workplace, including modes of behaviour and interactions with others
- Promptly report and/or rectify any problems that may be identified when assessing lift requirements and providing a quotation in accordance with regulatory requirements and workplace procedures
- Implement contingency plans for unanticipated situations that may arise when assessing lift requirements and providing a quotation
- Apply relevant agreements, codes of practice or other legislative requirements
- Plan own work including predicting consequences and identifying improvements
- 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
- Operate and adapt to differences in equipment in accordance with standard operating procedures
- Identify and correctly assess requirements for equipment, processes and procedures needed during a lift
- 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

- 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

EVIDENCE GUIDE

unit

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.

Operations may be conducted:

- day or night
- in a variety of weather conditions

Environment may include

- equipment
- goods

RANGE STATEMENT

movement of:

- materials
- vehicular traffic

Customers may be:

- internal or external

Quotations may be provided for mobile crane lifts in a range of industry sectors including:

- construction and demolition
- manufacturing
- waterfront
- mining
- primary industry
- utilities (electricity, gas, water)
- arboricultural
- swimming pool
- quarrying

Specialised lifts may include:

- large surface areas-pools
- tilt-up panels
- drive-in movie screens
- tree removal and replacement
- bridge beams
- multiple crane lifts
- passing loads to other cranes
- tailing out of loads
- turning loads over
- lifting high value goods
- recovery work
- specialised operations-drag lines
- clam shell
- pile driving
- barge work
- work involving work box duties

Hazards may include:

- power lines
- noise, light, energy sources
- overhead service lines
- surrounding buildings, structures, facilities
- underground services
- obstructions
- uneven or unstable ground and recently filled trenches
- stationary and moving machinery and equipment
- hazardous or dangerous materials
- traffic hazards and congestion

Hazard management is consistent

- the principle of hierarchy of control with elimination,

RANGE STATEMENT

with:	substitution, isolation and engineering control measures being selected before safe working practices and personal protective equipment
Consultative processes may involve:	• other employees and supervisors • management • union representatives • clients • industrial relations and OH&S specialists • other professional or technical staff
Requirements for access and/or lift may include:	• site restrictions and procedures • authorities and permits • hours of operation • induction • slings, chains, nets, brackets and other specialised lifting equipment • noise restrictions • personal protective equipment • support trucks • additional gear and equipment • communications equipment
Personal protective equipment may include:	• gloves • safety headwear and footwear • sunscreen, sunglasses and safety glasses • two-way radios • high visibility clothing
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
Documentation/records may include:	• site plans • Safe Working Load (SWL) and Working Load Limit (WLL) • operations manuals including load charts and crane and rigging manuals • induction documentation • competency standards and training materials • job specifications and procedures • crane and equipment manufacturers specifications and guidelines • workplace operating procedures and policies

RANGE STATEMENT

- supplier and/or client instructions
 - communications technology equipment, oral, aural or signed communications
 - personal and work area work procedures and practices
 - conditions of service, legislation and industrial agreements including:
 - workplace agreements and awards
 - occupational health and safety procedures
 - standards and certification requirements
 - quality assurance procedures
 - emergency procedures
- Applicable procedures and codes may include:
- relevant state/territory regulations and licence/permit requirements pertaining to specialised mobile crane operations
 - relevant state/territory road rules
 - relevant state/territory OH&S legislation
 - relevant state/territory fatigue management regulations
 - relevant state/territory environmental protection legislation

Unit Sector(s)

Not Applicable

Competency Field

Competency Field

P - Administration and Finance