



Australian Government

Department of Education, Employment and Workplace Relations

TLIP4038A Monitor a supply chain operation

Release: 1

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Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to monitor the functions of an established supply chain. It includes applying knowledge of the relevant principles to the relationships and functions within a supply chain. This may include logistics, supply, demand, transport, and the flow of data. There are no specific licensing or certification requirements applicable to this unit.

Application of the Unit

Application of the Unit

Work may be undertaken in various contexts within the transport and logistics industry.

Work involves the responsibility for the monitoring of supply chain operations. Individuals must demonstrate the ability to work independently or as part of a team under direct and/or indirect supervision, use discretion and judgement, and take responsibility for the quality of their outputs. All activities are carried out in accordance with relevant organisational policy and procedures.

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 Determine supply chain functions	1.1 Functions and objectives of the supply chain operations are confirmed 1.2 Methodology for measuring the supply chain functions is ascertained 1.3 Scope of management responsibilities and processes within the supply chain are defined 1.4 The relationship between suppliers, the supply chain and customers is identified 1.5 Own level of responsibility and authority within supply chain operations is determined, in accordance with organisational policies and procedures
2 Monitor the supply chain	2.1 Communication with partners and suppliers is monitored according to the supply chain operations and organisational processes 2.2 Demand at each level of the supply chain operations is identified, within own scope of responsibility 2.3 Sales and payments are tracked according to the supply chain operations, relevant legislation and organisational policies and procedures 2.4 Inconsistencies or discrepancies are reported according to organisational policies and procedures
3 Monitor security of the supply chain	3.1 Potential threats to the supply chain are analysed 3.2 Security issues and remedies are identified as they apply to the supply chain 3.3 Implementation of the supply chain is monitored and security issues are addressed as required according to organisational policies and procedures
4 Contribute to sale forecasting in relation to warehousing, distributions and the supply chain operations	4.1 Sales forecasting and control processes are determined 4.2 The relationship and impact between the customer, the market and the sales forecast is analysed 4.3 The process of sales forecasting and its impact on the supply chain, warehousing and distribution, is evaluated 4.4 Financial implications of effective sales forecasting is determined 4.5 A sales forecast is performed to identify the impact on the supply chain, and warehousing and distribution operation
5 Make recommendations to improve supply chain effectiveness	5.1 The impact of management tools and reporting lines in relation to the supply chain process is analysed 5.2 Quality measures are applied to the supply chain operations 5.3 Recommendations are made regarding any potential

ELEMENT**PERFORMANCE CRITERIA**

improvements to the supply chain operations according to organisational policies and 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 sections of national and state or territory legislation, regulatory requirements, and codes of practice/or guidelines as they relate to the level and type of supply chain operations
- Relevant OH&S and environmental procedures and guidelines
- Organisational policies and procedures, including those pertaining to compliant monitoring of the supply chain operations
- Application of the organisation's quality system, to enable effective analysis of the supply chain operations
- Software systems commonly used in the transport and logistics industry, to enable the operation of efficient and accurate supply chain processes

Required skills:

- Communicate effectively with others, including partners and suppliers, when monitoring supply chain operations
- Read and interpret relevant work requirements, policies, procedures and other information relevant to monitoring supply chain operations
- Complete documentation related to monitoring supply chain operations
- Use numeracy skills to monitor sales and payments
- Work collaboratively with others, and adapt appropriately to cultural differences in the workplace
- Promptly report and/or rectify any identified problems that may occur when monitoring supply chain operations in accordance with applicable regulatory requirements and workplace procedures
- Monitor and anticipate operational problems, hazards and risks, and take appropriate action
- Modify activities dependent on differing workplace contingencies, situations and environments
- Monitor work activities in terms of planned schedule
- Interpret and apply relevant regulations and instructions
- Adapt own competence in response to any changes in activities when monitoring supply chain operations

Required skills:

- Identify and correctly use equipment required when monitoring supply chain operations

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

Context of and specific resources for assessment

- Competency should be demonstrated on at least one occasion covering the scope of the unit of competence
- 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, 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.

Supply chain operations may include:

- inventory models
- inventory - purposes/costs
- logistics
- component suppliers (including first and second tier)
- manufacturers
- wholesalers
- third party service providers
- retailers
- customers
- recyclers
- freight
- distribution
- cash flow

Organisational policies and procedures may include:

- OH&S
- environmental sustainability
- reporting
- business relationships
- quality systems
- security procedures
- communication protocols
- despatch processes
- lot sizing and costs
- control strategies
- categorisation and control inventory

Relevant legislation may include:

- relevant OH&S legislation
- environmental protection legislation
- Trade Practices Act
- Sales of Goods Act

Quality measures may include:

- relevant Australian Standards, criteria and certification requirements
- variation analysis
- customer service and satisfaction
- benchmarking SCOR
- lean
- agile
- TQM

RANGE STATEMENT

Sales forecasting may include:

- globalisation
- world economy
- human/physical resource planning
- prediction/projection of sales
- customer needs/demands

Unit Sector(s)

Not Applicable

Competency Field

Competency Field P - Administration and Finance