



Australian Government

Department of Education, Employment and Workplace Relations

TLIX4017A Conduct materiel sustainment activities

Release: 1

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Modification History

Not Applicable

Unit Descriptor

Unit Descriptor

This unit involves the skills and knowledge required to conduct materiel sustainment activities. It includes the requirement to conduct a range of processes including the capture, recording, recovery and analysis of data; and maintenance of associated workplace networks and stakeholder requirements. There are no specific licensing or certification requirements applicable to this unit.

Application of the Unit

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This unit was developed for materiel sustainment specialists working within materiel logistics but is applicable to any individual in broader logistic roles.

Typically these 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 Prepare to conduct materiel sustainment activities	1.1 Stakeholders are identified and consulted on materiel and materiel systems needs and capabilities in accordance with organisational policy and procedures 1.2 Effective relationships are developed with stakeholders through consultation 1.3 Legislation and organisational policy and procedures that may impact on materiel sustainment activities are identified and analysed 1.4 Sources of information relevant to materiel sustainment activities are identified and obtained, in accordance with organisational policy and procedures 1.5 All personnel involved in materiel sustainment are briefed in accordance with standard procedures
2 Conduct materiel sustainment activities	2.1 Materiel sustainment methods and techniques appropriate to the area are employed, in accordance with plans, schedules and standard procedures 2.2 Materiel sustainment activities are conducted and concluded within resource constraints 2.3 Materiel sustainment activities are implemented, monitored and amended based on changing circumstances in accordance with methodologies and procedures 2.4 Resources are allocated to materiel sustainment in accordance with materiel sustainment plan and resource availability
3 Report on materiel sustainment activities	3.1 Materiel sustainment performance is reported to all stakeholders in a transparent manner and meeting all compliance requirements 3.2 Materiel sustainment activities are regularly reviewed to ensure systems and/or equipment capability is maintained throughout its life cycle, in accordance with organisational policy and procedures
4 Maintain materiel sustainment records	4.1 Materiel sustainment records are completed in accordance with relevant policy and procedures 4.2 Materiel sustainment records are amended and documented in accordance with organisational policy and procedures

Required Skills and Knowledge

REQUIRED KNOWLEDGE AND SKILLS

REQUIRED KNOWLEDGE AND SKILLS

This describes the essential knowledge and skills and their level required for this unit.

Required knowledge:

- Materiel sustainment processes
- Organisational policy and procedures related to materiel sustainment
- Organisational role relevant to materiel sustainment
- Product knowledge related to systems and/or equipment in service in the organisation
- Safety, legislative and statutory requirements, including environmental, sustainability issues relevant to materiel sustainment
- Written and oral communication to a level required in the preparation of correspondence and reports

Required skills:

- Analyse and evaluate information, and determine how it may be impacted by the materiel sustainment activities or how materiel sustainment activities might be impacted by the information being considered
- Apply materiel sustainment and project management knowledge relevant to work being performed
- Display resilience by continuing to move forward despite criticism or setbacks
- Identify the relationship between organisational goals and recognise how own work contributes to the achievement of those goals
- Manage time and prioritise work to ensure objectives are met in accordance with required schedule
- Negotiate and communicate with key stakeholders (both internal and external), receive their input, and resolve any potential areas of conflict or concern to ensure that overall objectives are achieved
- Undertake performance measurement to enable objectives to be measured against defined parameters
- Use appropriate information technology and software

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.

EVIDENCE GUIDE

Critical aspects for assessment and evidence required to demonstrate competency in this unit

- Assessment must confirm the ability to:
 - adhere to and apply relevant data and information management processes
 - analyse data and information
 - apply knowledge of materiel sustainment to assist in work and to guide problem solving
- Competency should be demonstrated over time and should be observed in a range of actual or simulated work contexts

Context of and specific resources for assessment

- Competency should be assessed in the workplace or in a simulated workplace environment
- Access is required to:
 - computer and relevant software
 - legislation, guidelines, procedures and protocols relating to materiel sustainment
 - plans
 - workplace documentation

Method of assessment

- Assessment of this unit must be undertaken by a registered training organisation
- Where possible, assessment should be supported by questions to assess required knowledge. Questioning techniques should suit the language and literacy levels of the candidate
- Assessment methods should reflect workplace demands such as literacy and the needs of particular groups
- Assessment methods suitable for valid and reliable assessment of this competency may include, but are not limited to, a combination of:
 - authenticated evidence from the workplace and/or training programs
 - case studies
 - demonstration
 - feedback from supervisors and peers regarding the candidate's ability
 - observation
 - portfolios
 - projects
 - questioning
 - reviews or reports prepared by the candidate
 - scenarios
 - simulation or role plays

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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|---|---|
| Stakeholders may include: | <ul style="list-style-type: none">• capability manager• contractors• customers• project managers• regulators• subordinates• supervisors• suppliers |
| Organisational policy and procedures may include: | <ul style="list-style-type: none">• Australian Standards• international standards• organisational instructions and standards |
| Legislation may include: | <ul style="list-style-type: none">• relevant federal, state and local government legislation and regulations |
| Materiel sustainment may include: | <ul style="list-style-type: none">• the management and provision of products and services needed to meet the preparedness and performance requirements of a materiel system from the time of acceptance into operational service until disposal at minimised life cycle cost. Materiel sustainment may also be referred to as asset management and includes components of: sustainment management, engineering support, maintenance support, supply support and planning for disposal and/or carrying out end of life tasks |
| Sources of information may include: | <ul style="list-style-type: none">• contractors• databases• duty statements• legislation• managers• peers• plans• policies• procedures• publications• reference material• standards |

RANGE STATEMENT

Materiel sustainment activities may include:	• supervisors • suppliers • data and information analysis • data and information management • data and information retrieval • identification of data and information • reporting • research
Personnel may include:	• capability manager • contractors • customers • project managers • regulators • subordinates • supervisors • suppliers • team members
Resources may include:	• information technology applications and tools • financial • infrastructure • personnel • time
Methodologies and procedures may include:	• configuration management • life cycle costing • logistics support analysis • maintenance requirement determination • procurement • reliability centred maintenance • reliability, availability and maintainability • systems engineering
Compliance requirements may include:	• authority • delegations • environmental • legislative • regulatory • organisational policy
Life cycle may include:	• whole of a particular item/system/process, from identification of a capability need to capability disposal
Materiel sustainment records may	• databases • files

RANGE STATEMENT

include:

- finance systems
- logistics information technology systems
- logistics systems
- registers
- spreadsheets
- technical data systems

Unit Sector(s)

Not Applicable

Competency Field

Competency Field X - Logistics