



Australian Government

Department of Education, Employment and Workplace Relations

TLIX5025A Provide specialist configuration management advice

Release: 1

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Modification History

Not Applicable

Unit Descriptor

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This unit involves the skills and knowledge required to provide specialist advice related to configuration management. The provision of advice may be verbal or in a written format and will relate specifically to issues that are encountered in configuration management activity. It includes the requirement to identify the issues, provide advice, formulate options and select the preferred option to address identified issues. This unit of competency specifically addresses advice that is relevant to configuration management activity; it is not intended to cover technical advice that is provided in a broader context of the organisational endeavour or a professional discipline. Configuration management is a discipline applying technical and administrative direction and surveillance to: identify and document the functional and physical characteristics of a configuration item, control changes to those characteristics, and record and report changes to processing and implementation status. 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 configuration management specialists working within materiel logistics but is applicable to any individual in this field of work.

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 Identify and analyse issue/s	1.1 Circumstances that require the provision of advice relating to configuration management are observed, received and clarified 1.2 Issue/s are identified and confirmed, if necessary, through consultation with relevant personnel 1.3 Circumstances are analysed and issue/s are interpreted and clearly defined 1.4 Research related to issue/s is conducted and advice of relevant personnel is sought to clarify findings that are unclear
2 Formulate options for configuration management advice	2.1 Options related to the provision of advice are identified and evaluated 2.2 Options are prioritised and the preferred option/s is chosen
3 Provide specialist configuration management advice	3.1 Advice is formulated and discussed with stakeholders 3.2 Stakeholder requirements are negotiated, documented and incorporated within proposed advice 3.3 Concluding advice is provided in accordance with ethical and practical guidelines and within specified resource constraints

Required Skills and Knowledge

REQUIRED KNOWLEDGE AND SKILLS

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

Required knowledge:

- Analysis process
- Duty of care
- Information sources
- Organisational guidelines and standards
- Organisational policy and procedures
- Product knowledge related to systems and/or equipment in service in the organisation
- Professional codes of practice
- Research techniques
- Specialist knowledge in configuration management
- Technical regulatory framework
- Verbal communication techniques
- Written communication to a level required in the preparation of letters and reports

Required skills:

- Approach negotiations with a clear understanding of key issues and persuasively negotiate to ensure that configuration management considerations are addressed
- Display an insight into how industry operates and the drivers that influence their dealings
- Display resilience by continuing to move forward despite criticism or setbacks
- Focus on clear communication of configuration management advice, present information confidently and select the appropriate medium for communication to a range of audiences
- Identify, review and analyse information that may impact on the configuration management program, or may be impacted by the configuration management program, including environmental, sustainability issues
- Liaise with stakeholders to harness information and opportunities that may impact on the configuration management program
- Prepare and present reports that may be complex, to inform and/or to succinctly present an argument to enable results to be achieved
- 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.

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

- Assessment must confirm the ability to:
 - demonstrate clear communication of configuration management information
 - demonstrate understanding of personal role in relation to wider organisational or project context
- 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 configuration management
 - plans
 - workplace documentation

EVIDENCE GUIDE

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 unit of competency may include a combination of methods such as:
 - 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.

Advice may be:

- ad hoc
- by request
- formal or informal
- verbal or written
- and may include advice relating to:
 - acquisitions
 - disposal

RANGE STATEMENT

- environmental, sustainability issues
 - in-service support
 - inspections
 - policy implementation
 - staff processes
 - technical manual development
 - trials and interoperability
 - transitional planning
 - transport
- Ethical and practical guidelines must:
- comply with professional codes of practice (as applicable)
- Resources may include:
- financial
 - information technology applications and tools
 - infrastructure
 - personnel
 - time

Unit Sector(s)

Not Applicable

Competency Field

Competency Field X - Logistics