**Victorian Purchasing Guide**

**For**

**TLI10 Transport and Logistics Training Package**

**Version No 4**

**March 2014**



© State of Victoria (Department of Education and Early Childhood Development) 2014.

Copyright of this material is reserved to the Crown in the right of the State of Victoria. This work is licensed under a Creative Commons Attribution-NoDerivs 3.0 Australia licence (<http://creativecommons.org/licenses/by-nd/3.0/au/>). You are free use, copy and distribute to anyone in its original form as long as you attribute the Higher Education and Skills Group, Department of Education and Early Childhood Development as the author, and you license any derivative work you make available under the same licence.

**Disclaimer**

In compiling the information contained in and accessed through this resource, the Department of Education and Early Childhood Development (DEECD) has used its best endeavours to ensure that the information is correct and current at the time of publication but takes no responsibility for any error, omission or defect therein.

To the extent permitted by law DEECD, its employees, agents and consultants exclude all liability for any loss or damage (including indirect, special or consequential loss or damage) arising from the use of, or reliance on the information contained herein, whether caused or not by any negligent act or omission. If any law prohibits the exclusion of such liability, DEECD limits its liability to the extent permitted by law, for the resupply of the information.

**Third party sites**

This resource may contain links to third party websites and resources. DEECD is not responsible for the condition or content of these sites or resources as they are not under its control.

Third party material linked from this resource is subject to the copyright conditions of the third party. Users will need to consult the copyright notice of the third party sites for conditions of usage.

Victorian Purchasing Guide ⎯ Version History

|  |  |  |
| --- | --- | --- |
| Training Package Version  | Date VPGApproved | Comments |
| TLI10 Transport and Logistics Training Package Version 4  | 4 March 2014 | This Victorian Purchasing Guide reflects the changes made to TLI10 Transport and Logistics Training Package Version 4.These changes reflect the inclusion of 8 new qualifications, 4 revised qualifications, 70 new units of competency and 2 revised units of competency |
| TLI10 Transport and Logistics Training Package Version 3 | 12 June 2013 | This Victorian Purchasing Guide reflects the changes made to TLI10 Transport and Logistics Training Package Version 3. These changes reflect the inclusion of 8 new and 2 revised qualifications, 52 new units and 18 revised units of competency. |
| TLI10 Transport and Logistics Training Package Version 2 | 26 April 2012 | This Victorian Purchasing Guide reflects the changes made to TLI10 Transport and Logistics Training Package Version 2. These changes reflect the inclusion of 6 new qualifications, 6 revised qualifications, 63 new units and 8 revised units of competency.  |
| Version 1 | 23 August 2011 | Initial release reflects full review of TLI07 Transport and Logistics Training Package Version 4 and an update to the following codes reflecting TLI10 Version 1.1:

|  |  |
| --- | --- |
| **TLI10 Version 1** | **TLI10 Version 1.1** |
| TLIA4007A Coordinate stevedoring clerical functions | TLIA4063A Coordinate stevedoring clerical functions |
| TLIB2007A Carry out maintenance of trailers | TLIB2119A Carry out maintenance of trailers |
| TLIB3107A Test mechanical signalling equipment and isolate faults | TLIB3120A Test mechanical signalling equipment and isolate faults |
| TLIC3007A Operate vehicle carrying special loads | TLIC3063A Operate vehicle carrying special loads |
| TLID2007A Prepare cargo for transfer with slings | TLID2047A Prepare cargo for transfer with slings |
| TLIL4007A Coordinate fleet control logistics | TLIL4078A Coordinate fleet control logistics |

 |
|  |  | Provide information of superseded Victorian Purchasing Guide  |

**TLI10 Transport and Logistics Training Package Victorian Purchasing Guide**

**CONTENTS**

INTRODUCTION 5

What is a Victorian Purchasing Guide? 5

Registration 5

QUALIFICATIONS 6

UNITS OF COMPETENCY AND NOMINAL HOURS 8

SAMPLE TRAINING PROGRAMS 31

CONTACTS AND LINKS 40

GLOSSARY 42

INTRODUCTION

What is a Victorian Purchasing Guide?

The Victorian Purchasing Guide provides information for use by Registered Training Organisations (RTOs) in the provision of Victorian government subsidised training.

Specifically the Victorian Purchasing Guide provides the following information related to the delivery of nationally endorsed Training Packages in Victoria:

* The nominal hour range (minimum-maximum) available for each qualification.
* Nominal hours for each unit of competency within the Training Package.
* Sample Training Programs

Registration

RTOs must be registered by either the Victorian Registration and Qualifications Authority (VRQA) or the Australian Skills Qualification Authority (ASQA) regulatory body to be eligible to issue qualifications and statements of attainment under the Australian Quality Framework (AQF).

The VRQA is the regulatory authority for Victoria that registers VET training organisations who provide courses to domestic students only and who only offer training in Victoria.

To register to provide training to international students and in other Australian states and territories you will need to apply with ASQA.

QUALIFICATIONS

| **Code** | **Title** | **Qualification Nominal Hour Range** |
| --- | --- | --- |
| **Minimum** | **Maximum** |
| TLIPC110 | Certificate I in Transport and Logistics (Pathways) | 150 | 160 |
| TLI11210 | Certificate I in Warehousing Operations | 205 | 260 |
| TLI11310 | Certificate I in Logistics | 175 | 260 |
| TLI21210 | Certificate II in Driving Operations | 345 | 590 |
| TLI21311 | Certificate II in Rail Infrastructure | 400 | 475 |
| TLI21413 | Certificate II in Stevedoring | 400 | 490 |
| TLI21610 | Certificate II in Warehousing Operations | 280 | 570 |
| TLI21710 | Certificate II in Road Transport Yard Operations (Freight Handler) | 340 | 550 |
| TLI21810 | Certificate II in Logistics | 190 | 320 |
| TLI21911 | Certificate II in Track Protection | 305 | 335 |
| TLI22013 | Certificate II in Shunting | 400 | 425 |
| TLI22113 | Certificate II in Rail Track Vehicle Driving | 370 | 440 |
| TLI22213 | Certificate II in Tram or Light Rail Infrastructure | 355 | 405 |
| TLI22313 | Certificate II in Rail Customer Service | 290 | 325 |
| TLI22413 | Certificate II in Furniture Removal | 290 | 330 |
| TLI31210 | Certificate III in Driving Operations | 400 | 620 |
| TLI31310 | Certificate III in International Freight Forwarding (Operator) | 390 | 480 |
| TLI31410 | Certificate III in Rail Driving  | 490 | 580 |
| TLI31610 | Certificate III in Warehousing Operations | 350 | 820 |
| TLI31710 | Certificate III in Mobile Crane Operations | 462 | 534 |
| TLI31811 | Certificate III in Rail Track Surfacing | 350 | 365 |
| TLI31913 | Certificate III in Mechanical Rail Signalling | 540 | 600 |
| TLI32111 | Certificate III in Rail Structures  | 355 | 375 |
| TLI32310 | Certificate III in Electric Passenger Train Guard | 603 | 635 |
| TLI32410 | Certificate III in Logistics | 240 | 520 |
| TLI32511 | Certificate III in Rail Infrastructure | 325 | 345 |
| TLI32611 | Certificate III in Rail Signalling | 275 | 315 |
| TLI32711 | Certificate III in Track Protection | 215 | 300 |
| TLI32813 | Certificate III in Rail Yard Coordination | 390 | 510 |
| TLI32913 | Certificate III in Tram or Light Rail Infrastructure | 265 | 295 |
| TLI33013 | Certificate III in Heritage Locomotive Assistant or Steam Locomotive Fireman | 290 | 365 |
| TLI33113 | Certificate III in Rail Customer Service | 290 | 325 |
| TLI33213 | Certificate III in Terminal Train Driving | 485 | 550 |
| TLI33313  | Certificate III in Furniture Removal | 340 | 365 |
| TLI33413 | Certificate III in Waste Driving Operations | 470 | 540 |
| TLI33513 | Certificate III in Stevedoring | 390 | 540 |
| TLI41210 | Certificate IV in Transport and Logistics (Road Transport – Car Driving Instruction) | 380 | 380 |
| TLI41310 | Certificate IV in Transport and Logistics (Road Transport – Heavy Vehicle Driving Instruction) | 405 | 405 |
| TLI41410 | Certificate IV in Transport and Logistics (Road Transport – Motorcycle Riding Instruction)  | 295 | 295 |
| TLI41510 | Certificate IV in Materiel Logistics | 420 | 705 |
| TLI41610 | Certificate IV in International Freight Forwarding (Senior Operator) | 430 | 710 |
| TLI41710 | Certificate IV in Stevedoring Operations | 480 | 720 |
| TLI41810 | Certificate IV in Warehousing Operations | 500 | 840 |
| TLI41910 | Certificate IV in Mobile Crane Operations | 653 | 779 |
| TLI42010 | Certificate IV in Logistics | 368 | 830 |
| TLI42111 | Certificate IV in Driving Operations | 430 | 450 |
| TLI42211 | Certificate IV in Rail Network Control | 395 | 445 |
| TLI42311 | Certificate IV in Rail Infrastructure | 455 | 500 |
| TLI42413 | Certificate IV in Rail Safety Management | 580 | 630 |
| TLI42513 | Certificate IV in Traffic Operations | 435 | 495 |
| TLI42613 | Certificate IV in Train Driving | 980 | 1030 |
| TLI42713 | Certificate IV in Tram/Light Rail Control | 390 | 410 |
| TLI50210 | Diploma of Materiel Logistics | 470 | 880 |
| TLI50310 | Diploma of International Freight Forwarding | 775 | 910 |
| TLI50410 | Diploma of Logistics | 430 | 1330 |
| TLI50510 | Diploma of Deployment Logistics | 395 | 940 |
| TLI50613 | Diploma of Rail Operations Management | 500 | 570 |
| TLI50713  | Diploma of Bus and Coach Operations | 450 | 650 |
| TLI50813  | Diploma of Customs Broking | 625 | 675 |
| TLI60110 | Advanced Diploma of Materiel Logistics | 580 | 890 |
| TLI60210 | Advanced Diploma of Deployment Logistics | 460 | 850 |

UNITS OF COMPETENCY AND NOMINAL HOURS

RTOs are advised that there is a mapping table inside each Training Package that describes the relationship between new units and superseded or replaced units from the previous version of **TLI10 Transport and Logistics Training Package.**  Information regarding transition arrangements can be obtained from the state or national VET Regulating Authority (see Contacts and Links section).

You must be sure that all training and assessment leading to qualifications or Statements of Attainment from the **TLI10 Transport and Logistics Training Package** is conducted against the Training Package units of competency and complies with the requirements in the assessment guidelines.

Listing of the Units of Competency and Nominal Hours

| Unit Code | Unit Title | Nominal Hours |
| --- | --- | --- |
| TLIA1001A | Secure cargo | 20 |
| TLIA2003A | Connect and disconnect reefer units | 40 |
| TLIA2009A | Complete and check import/export documentation | 30 |
| TLIA2011A | Package goods | 20 |
| TLIA2012A | Pick and process orders | 20 |
| TLIA2013A | Receive goods | 20 |
| TLIA2014A | Use product knowledge to complete work operations | 20 |
| TLIA2020A | Replenish stock | 20 |
| TLIA2021A | Despatch stock | 20 |
| TLIA2022A | Participate in stocktakes | 20 |
| TLIA2041A | Manually sort mail and parcels | 40 |
| TLIA2042A | Despatch mail | 20 |
| TLIA2043A | Consolidate mail | 20 |
| TLIA2044A | Carry out delivery operations | 20 |
| TLIA2045A | Process international parcels and letters | 20 |
| TLIA2046A | Process parcels and letters | 20 |
| TLIA2047A | Stream mail | 20 |
| TLIA2048A | Carry out border clearance functions | 50 |
| TLIA2049A | Apply specialist permit requirements as part of customs broking activities | 40 |
| TLIA2050A | Lash and unlash cargo and containers | 20 |
| TLIA3002A | Maintain container/cargo records | 20 |
| TLIA3004A | Process receipt and delivery of containers and cargo | 40 |
| TLIA3008A | Transfer cargo | 40 |
| TLIA3010A | Coordinate goods to bond premises | 20 |
| TLIA3015A | Complete receival/despatch documentation | 40 |
| TLIA3016A | Use inventory systems to organise stock control | 40 |
| TLIA3017A | Identify products and store to specifications | 40 |
| TLIA3018A | Organise despatch operations | 40 |
| TLIA3019A | Organise receival operations | 40 |
| TLIA3023A | Coordinate stocktakes | 20 |
| TLIA3024A | Organise warehouse records operations | 30 |
| TLIA3026A | Monitor storage facilities | 30 |
| TLIA3038A | Control and order stock | 40 |
| TLIA3039A | Receive and store stock | 40 |
| TLIA3050A | Apply GST legislation as part of customs broking activities | 30 |
| TLIA3053A | Carry out customs valuation | 60 |
| TLIA3054A | Classify commodities for the import and export of goods through customs | 60 |
| TLIA3055A | Coordinate terminal/wharf equipment operations | 30 |
| TLIA4005A | Check and evaluate records and documentation | 20 |
| TLIA4006A | Organise and monitor terminal/wharf operations | 40 |
| TLIA4025A | Regulate temperature controlled stock | 20 |
| TLIA4028A | Assess and monitor optimum stock levels | 20 |
| TLIA4030A | Organise cargo for export | 40 |
| TLIA4031A | Consolidate freight | 40 |
| TLIA4032A | Organise transport of freight or goods | 30 |
| TLIA4033A | Organise international transport of freight | 20 |
| TLIA4040A | Implement and monitor stevedoring regulations | 40 |
| TLIA4051A | Carry out quarantine procedures | 40 |
| TLIA4052A | Carry out customs clearance practices | 60 |
| TLIA4055A | Classify complex commodities for the import and export of goods through customs | 70 |
| TLIA4056A | Carry out complex customs valuation | 60 |
| TLIA4062A | Implement safety stock systems | 60 |
| TLIA4063A | Coordinate stevedoring clerical functions | 40 |
| TLIA5029A | Plan and manage storage of dangerous goods and hazardous substances | 40 |
| TLIA5035A | Manage international freight transfer | 60 |
| TLIA5058A | Manage facility and inventory requirements | 140 |
| TLIA5059A | Plan and organise the international forwarding of freight by sea and multimodal transport | 90 |
| TLIA5060A | Plan and organise the international forwarding of freight by air transport | 90 |
| TLIA5061A | Plan and organise the international forwarding of freight by road and rail transport | 90 |
| TLIB0117A | Assist with preparation of a train prior to operation | 20 |
| TLIB0127A | Certify rolling stock prior to handover | 10 |
| TLIB0128A | Conduct pre-movement checks on motive power units | 20 |
| TLIB0132A | Start up and shut down a single locomotive | 15 |
| TLIB1024A | Clean transportation units and facilities for passenger use | 20 |
| TLIB1028A | Maintain and use hand tools | 20 |
| TLIB1030A | Undertake general site maintenance | 40 |
| TLIB1031A | Clean up plant, equipment and worksite | 20 |
| TLIB1080A | Use, clean and maintain towing equipment | 40 |
| TLIB1093A | Clean equipment and restore worksite | 40 |
| TLIB2001A | Check and assess operational capabilities of equipment | 40 |
| TLIB2003A | Carry out vehicle servicing and maintenance | 30 |
| TLIB2004A | Carry out vehicle inspection | 20 |
| TLIB2008A | Carry out inspection of trailers | 30 |
| TLIB2009A | Check conveyor operational status | 20 |
| TLIB2022A | Diagnose and rectify minor faults | 30 |
| TLIB2023A | Provide sanitation and water services support to passenger transportation units | 20 |
| TLIB2029B | Use and maintain minor mechanical equipment | 20 |
| TLIB2034A | Maintain poles and associated hardware | 40 |
| TLIB2073A | Clean road tankers | 40 |
| TLIB2079A | Set up and secure a towing situation | 40 |
| TLIB2081A | Repair timber structures | 40 |
| TLIB2082A | Repair steel structures | 40 |
| TLIB2083A | Maintain bridge bearings | 40 |
| TLIB2084A | Carry out routine maintenance of structures | 40 |
| TLIB2085A | Apply track fundamentals | 40 |
| TLIB2086A | Apply awareness of structures fundamentals | 40 |
| TLIB2090A | Use communication systems in a taxi cab | 5 |
| TLIB2091A | Measure and record track geometry | 20 |
| TLIB2092A | Operate minor mechanical equipment | 20 |
| TLIB2096A | Repair concrete/masonry structures | 40 |
| TLIB2097A | Install and maintain guard rails | 20 |
| TLIB2104A | Identify, diagnose and rectify faults on electric passenger trains | 20 |
| TLIB2111A | Assist with testing train braking system on electric passenger train | 15 |
| TLIB2119A | Carry out maintenance of trailers | 40 |
| TLIB2121B | Maintain rail joints | 20 |
| TLIB2122A | Apply awareness of fundamentals of rail operations in yards or sidings | 20 |
| TLIB2125A | Apply awareness of tram/light rail track fundamentals | 25 |
| TLIB2130A | Diagnose and rectify minor faults on on-track vehicles | 20 |
| TLIB2131A | Prepare train | 15 |
| TLIB2133A | Test medium/heavy track vehicle braking system | 15 |
| TLIB3002A | Test equipment and isolate faults | 40 |
| TLIB3005A | Carry out maintenance of vehicles designed to carry special loads | 30 |
| TLIB3006A | Carry out inspection of vehicles designed to carry special loads | 30 |
| TLIB3011A | Set up and rig crane for lift | 30 |
| TLIB3012A | Plan job and set up work areas | 40 |
| TLIB3013A | Maintain mobile cranes | 40 |
| TLIB3014A | Load and unload wheeled or tracked crane | 20 |
| TLIB3015A | Undertake site inspection | 20 |
| TLIB3016A | De-rig, pack and store tools and equipment | 10 |
| TLIB3017A | Assemble and dismantle boom or jib | 80 |
| TLIB3018A | Conduct full train examination | 40 |
| TLIB3019B | Test train braking system | 30 |
| TLIB3020A | Visually inspect stationary train | 80 |
| TLIB3021A | Conduct train roll-by inspection | 25 |
| TLIB3026A | Prepare for train operation | 40 |
| TLIB3027A | Set up and shut down on-train remote control system | 30 |
| TLIB3040A | Inspect poles and associated hardware | 40 |
| TLIB3046A | Service and clean mechanical signalling equipment and infrastructure | 40 |
| TLIB3047A | Repair and adjust mechanical signalling equipment and infrastructure | 40 |
| TLIB3048A | Carry out off-site repair, overhaul and assembly of mechanical signalling equipment | 40 |
| TLIB3053A | Maintain mechanical signalling locking and interlocking devices | 40 |
| TLIB3058A | Maintain aerial signal/telecommunications lines and cables | 40 |
| TLIB3075A | Inspect and prepare a motive power unit | 40 |
| TLIB3078A | Inspect, prepare and start an electric tram | 40 |
| TLIB3087A | Examine timber structures | 40 |
| TLIB3088A | Examine steel structures | 40 |
| TLIB3094B | Check and repair track geometry | 40 |
| TLIB3095A | Check and repair points and crossings | 40 |
| TLIB3098A | Examine concrete/masonry structures | 20 |
| TLIB3099A | Examine track infrastructure | 20 |
| TLIB3100A | Visually inspect track infrastructure | 40 |
| TLIB3102A | Adjust rail | 40 |
| TLIB3103A | Install and maintain mechanical signalling locking and interlocking devices | 40 |
| TLIB3105A | Prepare electric passenger train | 30 |
| TLIB3108A | Test operation of electric passenger train braking system | 30 |
| TLIB3112A | Prepare electric passenger train as part of guard duties | 30 |
| TLIB3113B | Diagnose and rectify minor faults on motive power units and rolling stock | 30 |
| TLIB3118A | Apply awareness of railway fundamentals | 10 |
| TLIB3120A | Test mechanical signalling equipment and isolate faults | 20 |
| TLIB3123A | Apply awareness of motive power unit fundamentals | 25 |
| TLIB3124A | Apply awareness of steam locomotive fundamentals | 20 |
| TLIB3126A | Assist in the testing of heritage train braking systems | 15 |
| TLIB3129A | Conduct pre-movement checks on rolling stock | 20 |
| TLIB4042A | Conduct inspection of safeworking procedures and infrastructure | 40 |
| TLIB4071A | Install and maintain pole mounted switches and transformers | 20 |
| TLIB4076A | Inspect and prepare a heritage motive power unit | 40 |
| TLIB4077A | Inspect and prepare a heritage steam locomotive | 40 |
| TLIB4078A | Carry out a train roll-by inspection | 25 |
| TLIB4079A | Conduct a general train examination | 30 |
| TLIB4080A | Identify, diagnose and rectify minor faults on motive power units and rolling stock | 30 |
| TLIB4081A | Provision a motive power unit | 20 |
| TLIB4082A | Set up motive power units in multi-coupled consist | 50 |
| TLIB5010A | Plan and implement maintenance schedules | 30 |
| TLIC0073A | Conduct tram/light rail track cleaning operations | 25 |
| TLIC0079A | Operate a motive power unit within defined limits | 25 |
| TLIC0083A | Access rail track to travel track vehicle under a proceed authority | 15 |
| TLIC0084A | Access rail track to travel track vehicles under manual block working conditions | 15 |
| TLIC1013A | Ride courier/delivery bicycle | 20 |
| TLIC1051A | Operate commercial vehicle | 30 |
| TLIC2002A | Drive light rigid vehicle | 40 |
| TLIC2009A | Drive taxicab | 40 |
| TLIC2012A | Ride courier/delivery motorcycle | 20 |
| TLIC2025A | Operate four wheel drive vehicle | 40 |
| TLIC2040A | Provide wheelchair accessible taxi services to passengers with disabilities | 40 |
| TLIC2049A | Operate heavy vehicle on unsealed roads | 10 |
| TLIC2050A | Operate a terminal tractor | 30 |
| TLIC2054B | Access rail track to run track vehicle within defined worksite | 15 |
| TLIC2058A | Travel medium or heavy self-propelled on-track equipment | 20 |
| TLIC2059A | Propel and operate light on-track equipment | 20 |
| TLIC2074A | Couple and uncouple track maintenance vehicles | 15 |
| TLIC2075A | Drive and monitor medium/heavy self-propelled on-track equipment | 50 |
| TLIC2076A | Establish and operate braking system on medium/heavy self-propelled on-track equipment | 20 |
| TLIC2078A | Identify and respond to signals and trackside signs | 25 |
| TLIC2080A | Start up, shut down and stable medium/heavy self-propelled on-track equipment | 25 |
| TLIC2081A | Pilot rail traffic within work on track authority limits | 15 |
| TLIC3003A | Drive medium rigid vehicle | 40 |
| TLIC3004A | Drive heavy rigid vehicle | 40 |
| TLIC3005A | Drive heavy combination vehicle | 40 |
| TLIC3010A | Pilot or escort oversized and/or overmassed loads | 20 |
| TLIC3011A | Transport passengers with disabilities | 40 |
| TLIC3017A | Shunt rolling stock | 120 |
| TLIC3018A | Operate on-train remote control system | 40 |
| TLIC3027A | Stable a motive power unit | 20 |
| TLIC3028A | Operate and monitor a heritage motive power unit | 100 |
| TLIC3029A | Stable a heritage motive power unit | 20 |
| TLIC3030A | Operate and monitor a heritage steam locomotive | 100 |
| TLIC3031A | Stable a heritage steam locomotive | 20 |
| TLIC3032A | Operate and monitor a passenger electric tram | 100 |
| TLIC3033A | Drive an electric tram to operational requirements | 40 |
| TLIC3034A | Berth and shut down an electric tram | 20 |
| TLIC3035A | Manage the operation of a tow truck | 40 |
| TLIC3036A | Apply safe car driving behaviours  | 60 |
| TLIC3037A | Apply safe heavy vehicle driving behaviours | 60 |
| TLIC3038A | Apply safe motorcycle riding behaviours | 60 |
| TLIC3039A | Operate and monitor a monorail train | 100 |
| TLIC3042A | Operate coach/bus | 40 |
| TLIC3045A | Operate road/rail vehicle | 25 |
| TLIC3046A | Drive and operate electric passenger train | 150 |
| TLIC3047A | Stable electric passenger train | 50 |
| TLIC3048B | Shunt, couple and uncouple electric passenger trains | 80 |
| TLIC3052A | Assist with shunting, coupling and uncoupling electric passenger trains | 40 |
| TLIC3057A | Perform guard duties as part of electric passenger train operations | 40 |
| TLIC3063A | Operate vehicle carrying special loads | 40 |
| TLIC3064A | Operate car carrier vehicle | 40 |
| TLIC3071A | Operate an agitator | 40 |
| TLIC3072A | Conduct the duties of an assistant on a heritage locomotive | 30 |
| TLIC3073A | Fire a steam locomotive | 30 |
| TLIC3082A | Operate a locomotive by portable remote control | 20 |
| TLIC3083A | Operate a front lift mobile compaction/collection vehicle | 30 |
| TLIC3084A | Operate a lift on/lift off collection vehicle | 30 |
| TLIC3085A | Operate a liquid waste collection vehicle | 30 |
| TLIC3086A | Operate a multi-lift collection vehicle | 30 |
| TLIC3087A | Operate a rear loading mobile compaction/collection vehicle | 30 |
| TLIC3088A | Operate a roll on/roll off collection vehicle | 30 |
| TLIC3089A | Operate a side loading mobile compaction/collection vehicle | 30 |
| TLIC4006A | Drive multi-combination vehicle | 40 |
| TLIC4016A | Conduct marshalling operations | 20 |
| TLIC4019A | Drive train to operational requirements | 200 |
| TLIC4023A | Operate train with due consideration of route conditions | 200 |
| TLIC4024A | Operate urban passenger train | 200 |
| TLIC4026A | Operate and monitor a motive power unit | 100 |
| TLIC4065A | Operate chemical tanker | 40 |
| TLIC4066A | Operate fuel tanker | 40 |
| TLIC4067A | Operate LP gas tanker | 40 |
| TLIC4068A | Operate heavy recovery ancillary equipment | 40 |
| TLIC4069A | Operate heavy recovery vehicle | 40 |
| TLIC4070A | Tow a disabled heavy vehicle | 40 |
| TLIC4071A | Establish and operate train braking system | 30 |
| TLIC4072A | Operate and monitor a motive power unit on a main line | 40 |
| TLIC4073A | Set up, operate and shut down a distributed power system | 40 |
| TLIC4074A | Shunt, couple and uncouple rail vehicles | 50 |
| TLID1001A | Shift materials safely using manual handling methods | 20 |
| TLID1002A | Shift a load using manually-operated equipment | 20 |
| TLID2003A | Handle dangerous goods/hazardous substances | 40 |
| TLID2004A | Load and unload goods/cargo | 30 |
| TLID2010A | Operate a forklift | 40 |
| TLID2012A | Operate specialised load shifting equipment | 40 |
| TLID2013A | Move materials mechanically using automated equipment | 40 |
| TLID2016A | Load and unload explosives and dangerous goods | 30 |
| TLID2018A | Handle furniture and effects | 30 |
| TLID2019A | Pack and unpack cartons during a removal | 20 |
| TLID2021A | Use specialised bulk transfer equipment (dry) | 40 |
| TLID2022A | Conduct weighbridge operations | 20 |
| TLID2029A | Prepare articles for delivery | 10 |
| TLID2045A | Operate specialised light load shifting equipment | 40 |
| TLID2047A | Prepare cargo for transfer with slings | 40 |
| TLID3011A | Conduct specialised forklift operations | 40 |
| TLID3014A | Load and unload vehicles carrying special loads | 20 |
| TLID3015A | Identify and label explosives and dangerous goods | 20 |
| TLID3020A | Care for livestock in transit | 30 |
| TLID3023A | Use specialised liquid bulk gas transfer equipment | 40 |
| TLID3024A | Use specialised liquid bulk transfer equipment (gravity/pressurised) | 40 |
| TLID3027A | Prepare for transport of dangerous goods | 50 |
| TLID3031A | Rig load | 40 |
| TLID3033A | Operate a vehicle-mounted loading crane | 40 |
| TLID3035A | Operate a boom type elevating work platform | 30 |
| TLID3036A | Lift and move load using a mobile crane | 40 |
| TLID3040A | Control lift and movement of crane | 20 |
| TLID3043A | Shift loads using gantry equipment | 80 |
| TLID3044A | Shift loads using cranes | 80 |
| TLID3046A | Operate container side lifter | 40 |
| TLID3047A | Shift loads using ship mounted crane | 80 |
| TLID3048A | Pack and unpack furniture and effects | 25 |
| TLID3049A | Pack and wrap furniture and effects for international removals | 30 |
| TLID3050A | Coordinate furniture removal | 25 |
| TLID3051A | Segregate waste according to waste types | 25 |
| TLID4008A | Monitor crane operations | 40 |
| TLID4009A | Direct crane operations | 40 |
| TLID4030A | Supervise mobile crane operations | 40 |
| TLID4032A | Plan and conduct specialised lift | 40 |
| TLID4048A | Top load a dangerous goods tanker | 20 |
| TLID4049A | Bottom load a dangerous goods tanker | 20 |
| TLID4050A | Discharge a dangerous goods tanker | 40 |
| TLIE1003A | Participate in basic workplace communication | 40 |
| TLIE1005A | Carry out basic workplace calculations | 20 |
| TLIE2001A | Present routine workplace information | 40 |
| TLIE2007A | Use communication systems | 20 |
| TLIE2008A | Process workplace documentation | 20 |
| TLIE2014A | Compile and process export documentation | 20 |
| TLIE2017A | Undertake initial removal survey | 20 |
| TLIE2029A | Conduct workplace information briefings | 15 |
| TLIE2031A | Use communication systems for on-track vehicle operations | 10 |
| TLIE2032A | Assess removal | 20 |
| TLIE3002A | Estimate/calculate mass, area and quantify dimensions | 30 |
| TLIE3004A | Prepare workplace documents | 20 |
| TLIE3009A | Use pilot and escort communication | 20 |
| TLIE3010A | Estimate furniture removal jobs | 30 |
| TLIE3012A | Consolidate manifest documentation | 20 |
| TLIE3015A | Undertake rigger/dogger and driver communication | 20 |
| TLIE3016A | Estimate/calculate load shifting requirements for a mobile crane | 20 |
| TLIE3018A | Maintain freight records | 20 |
| TLIE3019A | Work with travel agencies and sales outlets | 40 |
| TLIE3021A | Work and communicate effectively with others | 20 |
| TLIE3022A | Complete workplace documents | 10 |
| TLIE3023A | Use electronic communication systems | 15 |
| TLIE3026A | Carry out advanced calculations in the transport and logistics industry | 15 |
| TLIE3028A | Complete a work diary in the road transport industry | 10 |
| TLIE4006A | Collect, analyse and present workplace data and information | 30 |
| TLIE4013A | Apply workplace statistics | 20 |
| TLIE4025A | Prepare and process transport documentation for dangerous goods | 20 |
| TLIE4030A | Prepare rail safety reports | 40 |
| TLIE4032A | Use internal communication systems for rail industry regulatory compliance | 20 |
| TLIE4033A | Use communications systems to control tram/light rail operations | 40 |
| TLIE5020A | Apply knowledge of freight forwarding documentation and permits | 20 |
| TLIF0075A | Demonstrate awareness of interacting with other road users | 20 |
| TLIF0076A | Demonstrate awareness of factors to reduce road harm | 20 |
| TLIF0077A | Demonstrate knowledge of risk factors and consequences in interacting with other road users | 20 |
| TLIF0078A | Recognise motor vehicle road crash risks and post crash actions | 20 |
| TLIF0079A | Select a safe vehicle | 20 |
| TLIF0098A | Apply personal and equipment lockouts for rolling stock | 15 |
| TLIF1001A | Follow occupational health and safety procedures | 20 |
| TLIF1002B | Conduct housekeeping activities | 20 |
| TLIF1009A | Conduct cleaning operations in enclosed spaces | 20 |
| TLIF2006A | Apply accident-emergency procedures | 20 |
| TLIF2010A | Apply fatigue management strategies | 30 |
| TLIF2012A | Apply safe procedures when handling/transporting dangerous goods or explosives | 30 |
| TLIF2018A | Operate firefighting equipment | 20 |
| TLIF2019A | Ensure a safe on-board passenger and working environment | 30 |
| TLIF2062A | Apply awareness of safeworking rules and regulations | 20 |
| TLIF2068A | Work at height in the stevedoring industry | 30 |
| TLIF2072A | Comply with safety and security procedures | 12 |
| TLIF2080C | Safely access the rail corridor | 10 |
| TLIF2081B | Perform lookout duties | 10 |
| TLIF2082B | Perform handsignaller duties | 10 |
| TLIF2092A | Demonstrate awareness of chain of responsibility regulations | 10 |
| TLIF2097A | Use audible track warning devices | 20 |
| TLIF2106A | Respond to emergencies and abnormal situations when driving medium/heavy on-track vehicles | 20 |
| TLIF3003A | Implement and monitor occupational health and safety procedures | 30 |
| TLIF3004A | Organise occupational health and safety procedures in the workplace | 30 |
| TLIF3013A | Coordinate breakdowns and emergencies | 30 |
| TLIF3014A | Operate as an off-sider in the waste management industry | 15 |
| TLIF3015A | Work safely as a non-electrical licensed worker near electrical assets | 35 |
| TLIF3022A | Implement/monitor procedures when warehousing/storing dangerous goods and/or hazardous substances | 60 |
| TLIF3058A | Apply safeworking rules and regulations to rail functions | 40 |
| TLIF3060A | Control traffic as a pilot vehicle operator | 30 |
| TLIF3063A | Administer the implementation of fatigue management strategies | 50 |
| TLIF3083B | Conduct track protection assessment | 10 |
| TLIF3084A | Follow mobile crane safety procedures | 15 |
| TLIF3085A | Apply local incident response procedures | 20 |
| TLIF3087A | Follow occupational health, safety and environmental procedures in the rail industry | 10 |
| TLIF3089A | Implement fatigue management policies and procedures for rail infrastructure | 30 |
| TLIF3091A | Apply awareness of dangerous goods and hazardous materials requirements | 15 |
| TLIF3093A | Implement chain of responsibility regulations | 30 |
| TLIF3096A | Carry out emergency response to a dangerous goods incident | 40 |
| TLIF4007A | Implement and coordinate accident-emergency procedures | 40 |
| TLIF4014A | Develop and maintain a safe workplace | 50 |
| TLIF4061A | Respond to electric tram-driving emergencies and abnormal situations | 20 |
| TLIF4064A | Manage fatigue management policy and procedures | 70 |
| TLIF4065A | Ensure compliance with Australian Dangerous Goods Code | 70 |
| TLIF4066A | Implement and supervise transport regulations compliance systems | 80 |
| TLIF4069A | Monitor and respond to traffic flow | 40 |
| TLIF4070A | Operate fire and life safety system within a road tunnel | 80 |
| TLIF4086A | Control and coordinate incident responses | 50 |
| TLIF4088A | Implement and coordinate rail safety and OH&S risk-control strategies | 50 |
| TLIF4090A | Implement safeworking rules and regulations for network control activities | 40 |
| TLIF4094A | Ensure compliance with chain of responsibility | 40 |
| TLIF4095A | Apply occupational health and safety requirements for driving operations | 20 |
| TLIF4099A | Develop an application for, or variation to, rail accreditation | 40 |
| TLIF4100A | Identify and meet rail safety regulatory compliance requirements  | 40 |
| TLIF4101A | Implement and maintain a rail safety culture | 40 |
| TLIF4102A | Implement and maintain safety management plans | 40 |
| TLIF4103A | Implement fitness for work procedures | 40 |
| TLIF4104A | Manage change in the rail safety environment | 40 |
| TLIF4105A | Manage rail safety compliance | 40 |
| TLIF4107A | Respond to notifiable rail safety occurrences | 40 |
| TLIF4108A | Implement traffic management plan in the transport industry | 40 |
| TLIF4109A | Communicate effectively to coordinate incident response procedures | 50 |
| TLIF4110A | Respond to abnormal situations and emergencies when driving a train | 40 |
| TLIF4111A | Work effectively in a train-driving environment | 25 |
| TLIF5017A | Investigate rail safety incidents | 40 |
| TLIF5020A | Manage emergencies | 30 |
| TLIF5021A | Apply rail safeworking rules and procedures | 40 |
| TLIF5022A | Develop and manage fitness for work policy and procedures | 50 |
| TLIF5023A | Undertake a derailment investigation | 40 |
| TLIF5024A | Develop plans for emergency response and recovery of rail networks | 50 |
| TLIG1001A | Work effectively with others | 40 |
| TLIG2007A | Work in a socially diverse environment | 20 |
| TLIG3002A | Lead a work team or group | 40 |
| TLIG3003A | Apply positive behaviours in the workplace | 20 |
| TLIG4005A | Organise transport workload | 10 |
| TLIG4006A | Facilitate work teams | 50 |
| TLIH2001A | Interpret road maps and navigate pre-determined routes | 20 |
| TLIH2003A | Prioritise courier/delivery operations | 30 |
| TLIH3002A | Plan and navigate routes | 20 |
| TLIH3004A | Identify major roads, services and attractions | 40 |
| TLII1002A | Apply customer service skills | 30 |
| TLII2006A | Provide freight forwarding services to customers | 30 |
| TLII2015A | Operate the on-train buffet car | 40 |
| TLII2019A | Provide Taxicab customer service to industry | 10 |
| TLII2020A | Provide assistance to customers with specific needs | 10 |
| TLII3003A | Provide customer service in transport vehicles/vessels | 20 |
| TLII3004A | Manage camping procedures for coaches and buses | 40 |
| TLII3007A | Provide freight forwarding information to customers | 40 |
| TLII3009A | Provide on-board services to customers | 20 |
| TLII3010A | Provide travel information to customers | 20 |
| TLII3020A | Provide assistance to customers with and without special needs | 25 |
| TLII3022A | Provide customer service in rail operations | 15 |
| TLII4001A | Coordinate quality customer service | 30 |
| TLII4005A | Market services and products to clients | 40 |
| TLII4008A | Monitor transport activities at interchanges | 40 |
| TLII4016A | Service freight customers | 40 |
| TLII4017A | Develop freight customers | 40 |
| TLII4022A | Identify and meet customer requirements | 20 |
| TLII5018A | Manage customer service | 40 |
| TLIJ2001A | Apply quality procedures | 20 |
| TLIJ2003A | Apply grain protection measures | 20 |
| TLIJ2004A | Implement grain monitoring measures | 20 |
| TLIJ3002A | Apply quality systems | 40 |
| TLIJ3005A | Sample, inspect and test products to specifications | 20 |
| TLIJ3006A | Implement grain protection procedures | 40 |
| TLIJ4008A | Implement and monitor inbound QA systems | 40 |
| TLIJ4009A | Implement and monitor quality assurance systems | 40 |
| TLIJ4010A | Implement quality systems and procedures in a dangerous goods workplace | 40 |
| TLIJ5007A | Conduct internal quality audits | 20 |
| TLIK2003A | Apply keyboard skills | 20 |
| TLIK2007A | Perform electronic data interchange (EDI) to transmit shipping documentation | 10 |
| TLIK2010A | Use infotechnology devices in the workplace | 40 |
| TLIK4008A | Implement and monitor network security | 40 |
| TLIK5006A | Evaluate software requirements and hardware enhancements | 40 |
| TLIK5009A | Apply knowledge of ICT to international freight forwarding activities | 40 |
| TLIL1001A | Complete workplace orientation/induction procedures | 30 |
| TLIL2008A | Complete routine administrative tasks | 10 |
| TLIL2031A | Monitor and process attendance records | 20 |
| TLIL2041A | Monitor and record rolling stock locations | 30 |
| TLIL2046A | Handle customer luggage/property | 20 |
| TLIL2048A | Prepare for train departure | 20 |
| TLIL2060A | Complete induction to the Transport Industry | 5 |
| TLIL3002A | Undertake employee payroll activities | 20 |
| TLIL3003A | Conduct induction process | 20 |
| TLIL3035A | Allocate motive power | 20 |
| TLIL3039A | Assist with train operations | 180 |
| TLIL3045A | Organise services for special events | 20 |
| TLIL3052A | Plan urban passenger train consists | 20 |
| TLIL3053A | Plan rural passenger train consists | 20 |
| TLIL3054A | Plan freight train consists | 20 |
| TLIL3065B | Implement a track occupancy authority | 15 |
| TLIL3071A | Control and coordinate local rail traffic movement | 40 |
| TLIL3072A | Operate signal panel or equipment | 40 |
| TLIL3082A | Implement absolute signal blocking | 15 |
| TLIL3083A | Implement a track work authority and manage rail traffic through worksites | 15 |
| TLIL3084A | Implement a local possession authority | 15 |
| TLIL4005A | Apply conflict/grievance resolution strategies | 40 |
| TLIL4009A | Manage personal work priorities and professional development | 50 |
| TLIL4010A | Assess and confirm customer transport requirements | 40 |
| TLIL4021A | Coordinate the erection and dismantling of temporary storage facilities | 40 |
| TLIL4030A | Control a furniture warehouse | 60 |
| TLIL4032A | Implement equal employment equity strategies | 20 |
| TLIL4033A | Promote effective workplace practice | 20 |
| TLIL4034A | Arrange alternative passenger transport | 20 |
| TLIL4036A | Develop rosters | 20 |
| TLIL4037A | Apply and amend rosters | 20 |
| TLIL4038A | Organise marshalling and shunting operations | 40 |
| TLIL4040A | Plan and control daily train operations | 30 |
| TLIL4042A | Control rail traffic movement | 30 |
| TLIL4043A | Allocate freight | 20 |
| TLIL4044A | Organise freight yard movement | 40 |
| TLIL4047A | Coordinate train movement activities | 30 |
| TLIL4049A | Develop train plans and schedules | 30 |
| TLIL4050A | Allocate rolling stock | 20 |
| TLIL4058A | Plan a career in logistics | 40 |
| TLIL4059A | Implement asset management systems | 40 |
| TLIL4069A | Plan and coordinate protection for multiple worksites within the limits of a work on track authority | 15 |
| TLIL4070A | Work effectively in the transport, distribution and logistics industry | 30 |
| TLIL4073A | Apply asset management system | 30 |
| TLIL4074A | Control and coordinate rail traffic movement | 40 |
| TLIL4075A | Implement and amend daily train plan | 40 |
| TLIL4076A | Coordinate resources | 20 |
| TLIL4077A | Develop out-of-course rail traffic plans and schedules | 30 |
| TLIL4078A | Coordinate fleet control logistics | 40 |
| TLIL4079A | Manage the recovery process | 30 |
| TLIL4081A | Ensure competency of rail safety workers | 20 |
| TLIL4082A | Coordinate rail interface agreements | 20 |
| TLIL4083A | Assist with train operations  | 80 |
| TLIL4084A | Control daily tram/light rail operations | 60 |
| TLIL4085A | Coordinate tram/light rail traffic movement | 60 |
| TLIL5019A | Implement and monitor transport logistics | 40 |
| TLIL5020A | Develop and maintain operational procedures for transport and logistics enterprises | 30 |
| TLIL5026A | Manage export logistics | 100 |
| TLIL5055A | Manage a supply chain | 60 |
| TLIL5057A | Maintain, monitor and improve transport operations systems | 60 |
| TLIL5061A | Apply knowledge of the international freight forwarding industry | 40 |
| TLIL5062A | Apply knowledge of logistics storage and distribution to international freight forwarding | 20 |
| TLIL5063A | Review contracts insurance risk and liability in the international freight forwarding context | 90 |
| TLIL5064A | Manage international special freight transport services including dangerous goods and special cargo | 90 |
| TLIL5065A | Roster train crews | 40 |
| TLIL5066A | Apply rail resource management principles | 30 |
| TLIL5067A | Develop a passenger transport plan | 50 |
| TLIL5068A | Implement a passenger transport plan | 40 |
| TLIL5069A | Manage a rail yard or terminal | 50 |
| TLIL5070A | Manage rail freight operations | 40 |
| TLIL5071A | Manage rail passenger operations | 40 |
| TLIL5072A | Manage rail yard operations | 40 |
| TLIL5073A | Manage train crewing and rostering | 40 |
| TLILIC0012A | Licence to operate a vehicle loading crane (capacity 10 metre tonnes and above) | 40 |
| TLILIC2001A | Licence to operate a forklift truck | 40 |
| TLILIC2002A | Licence to operate an order picking forklift truck | 30 |
| TLILIC2005A | Licence to operate a boom-type elevating work platform (boom length 11 meters or more) | 30 |
| TLILIC2014B | Licence to drive a light rigid vehicle | 40 |
| TLILIC2015B | Licence to drive a medium rigid vehicle | 40 |
| TLILIC2016B | Licence to drive a heavy rigid vehicle | 50 |
| TLILIC3003A | Licence to operate a bridge and gantry crane | 70 |
| TLILIC3004A | Licence to operate a derrick crane | 55 |
| TLILIC3006A | Licence to operate a non-slewing mobile crane (greater than 3 tonnes capacity) | 60 |
| TLILIC3007A | Licence to operate a portal boom crane | 90 |
| TLILIC3008A | Licence to operate a slewing mobile crane (up to 20 tonnes) | 70 |
| TLILIC3013A | Preparation to transport dangerous goods by road | 50 |
| TLILIC3017B | Licence to drive a heavy combination vehicle | 60 |
| TLILIC3018B | Licence to drive a multi-combination vehicle | 60 |
| TLILIC3019A | Licence to operate a reach stacker – greater than 3 tonnes capacity | 40 |
| TLILIC4009A | Licence to operate a slewing mobile crane (up to 60 tonnes) | 70 |
| TLILIC4010A | Licence to operate a slewing mobile crane (up to 100 tonnes) | 70 |
| TLILIC4011A | Licence to operate a slewing mobile crane (over 100 tonnes) | 70 |
| TLIM4001A | Develop safe car driving behaviours in others | 60 |
| TLIM4002A | Develop safe heavy vehicle driving behaviours in others | 60 |
| TLIM4003A | Develop safe motorcycle riding behaviours in others | 60 |
| TLIM4004A | Mentor individuals or small groups | 30 |
| TLIO1002A | Follow security procedures when working with passengers and personnel | 40 |
| TLIO2003A | Undertake loading and unloading in a designated secured environment | 20 |
| TLIO2011A | Provide revenue protection measures | 20 |
| TLIO2013A | Administer the security of assets and facilities | 20 |
| TLIO2021A | Follow security procedures when working with goods and cargo | 40 |
| TLIO3004A | Conduct control procedures for transferring explosives and dangerous/hazardous/high risk goods | 40 |
| TLIO3007A | Undertake emergency response action to a security threat | 20 |
| TLIO3012A | Manage disruptive and/or unlawful behaviour | 20 |
| TLIO3015A | Maintain security of railway property and revenue | 30 |
| TLIO3016A | Apply and monitor workplace security procedures | 40 |
| TLIO3019A | Apprehend offenders | 40 |
| TLIO5005A | Plan and manage security procedures for the enterprise | 50 |
| TLIO5006A | Plan and manage security procedures for transferring and transporting dangerous goods | 40 |
| TLIO5017A | Manage security of storage facilities | 60 |
| TLIO5018A | Manage compliance with customs excise | 80 |
| TLIO5020A | Advise on and manage security and safety in international freight transport | 60 |
| TLIP2014A | Capture records into a records keeping system | 20 |
| TLIP2017A | Maintain control of records | 20 |
| TLIP2018A | Provide information from and about records | 20 |
| TLIP2024A | Conduct financial transactions | 20 |
| TLIP2029A | Prepare and process financial documents | 30 |
| TLIP2030A | Conduct courier/delivery cash transactions | 10 |
| TLIP2032A | Maintain petty cash account | 10 |
| TLIP2033A | Sell products and services | 30 |
| TLIP2037A | Carry out financial transactions and maintain records | 5 |
| TLIP2038A | Conduct, balance and secure financial transactions | 25 |
| TLIP2039A | Ensure the confidentiality, privacy and security of customer information | 15 |
| TLIP3015A | Document a records system | 30 |
| TLIP3016A | Identify and classify records to be captured | 40 |
| TLIP3019A | Provide records retrieval service | 20 |
| TLIP3020A | Sentence records | 60 |
| TLIP3021A | Undertake disposal program | 30 |
| TLIP3022A | Undertake movement of records | 20 |
| TLIP3023A | Destroy records | 30 |
| TLIP3026A | Maintain financial records in a small business | 40 |
| TLIP3027A | Organise freight invoicing and payment | 30 |
| TLIP3034A | Advise on and construct fares for customers | 30 |
| TLIP4001A | Develop plans to meet customer and organisation needs | 40 |
| TLIP4002A | Facilitate and capitalise on change in the workplace | 50 |
| TLIP4003A | Implement, maintain and evaluate dangerous goods transport procedures within the workplace | 60 |
| TLIP4005A | Manage workplace information | 60 |
| TLIP4010A | Assess lift requirements and provide quotation | 30 |
| TLIP4013A | Implement and monitor logistics planning and process | 80 |
| TLIP4028A | Administer international trading accounts | 60 |
| TLIP4031A | Maintain customer credit accounts and services | 20 |
| TLIP4038A | Monitor a supply chain operation | 60 |
| TLIP4039A | Monitor transport operations | 60 |
| TLIP4040A | Monitor warehouse operations | 60 |
| TLIP5004A | Develop a transport and logistics business plan | 150 |
| TLIP5006A | Establish international distribution networks | 130 |
| TLIP5007A | Contribute to the development of a workplace learning environment | 60 |
| TLIP5008A | Manage a transport and logistics business unit | 60 |
| TLIP5011A | Develop and evaluate strategies for transport and logistics enterprises | 150 |
| TLIP5025A | Set and achieve budget | 40 |
| TLIP5035A | Manage budgets and financial plans | 80 |
| TLIP5036A | Manage assets | 60 |
| TLIP5037A | Develop workplace policy and procedures | 50 |
| TLIPC1001A | Demonstrate care and apply safe practices at work | 30 |
| TLIPC1002A | Adapt to work requirements in the transport and logistics industry | 30 |
| TLIPC1003A | Apply effective work practices | 30 |
| TLIPC1004A | Complete courier delivery operations | 0 |
| TLIPC1005A | Complete small store operations | 0 |
| TLIR4001A | Monitor supplier performance | 30 |
| TLIR4002A | Source goods/services and evaluate contractors | 30 |
| TLIR4003A | Negotiate a contract | 40 |
| TLIR4008A | Implement and supervise stocktaking procedures | 40 |
| TLIR4009A | Implement purchasing systems | 40 |
| TLIR4010A | Plan purchasing | 50 |
| TLIR4012A | Conduct international purchasing | 80 |
| TLIR5005A | Manage a contract | 40 |
| TLIR5006A | Develop, implement and review purchasing strategies | 60 |
| TLIR5007A | Manage international purchasing | 120 |
| TLIR5014A | Manage suppliers | 60 |
| TLIS2004A | Install and maintain rail bonding systems | 40 |
| TLIS2012A | Install and service rail lubrication equipment | 20 |
| TLIS2013C | Install minor structures | 30 |
| TLIS2020A | Install overhead wiring structure | 40 |
| TLIS2027A | Install and maintain surface track drainage | 40 |
| TLIS2028A | Install and replace transoms | 40 |
| TLIS2030A | Carry out track ballasting | 40 |
| TLIS2031A | Install railway sleepers | 40 |
| TLIS2033A | Install and repair temporary track supports | 40 |
| TLIS2034A | Install and repair rail fastening systems | 40 |
| TLIS2035A | Install and repair fences and gates | 40 |
| TLIS2036A | Use chemical repair products | 20 |
| TLIS2044A | Carry out rail installation | 20 |
| TLIS3005A | Install mechanical infrastructure for signalling | 40 |
| TLIS3009A | Install mechanical signalling locking and interlocking devices | 40 |
| TLIS3010A | Test rail using ultrasonic equipment | 40 |
| TLIS3011A | Test rail using nondestructive testing equipment | 40 |
| TLIS3023A | Erect and mount structures and housings for signalling equipment | 20 |
| TLIS3025A | Implement ballast unloading | 40 |
| TLIS3026B | Implement track maintenance and construction | 40 |
| TLIS3029B | Implement structures maintenance and installation of minor structures | 40 |
| TLIS3037B | Install and repair rail earthworks | 40 |
| TLIS3039A | Measure and mark track for resurfacing | 40 |
| TLIS3040A | Construct concrete or steel points and crossings | 20 |
| TLIS3041A | Construct timber or composite points and crossings | 20 |
| TLIS3045A | Install turnouts | 20 |
| TLIS4007A | Decommission mechanical signalling infrastructure and interlocking equipment from service | 40 |
| TLIU1009A | Monitor plant and equipment in an environmentally sustainable manner | 30 |
| TLIU1013A | Prepare for environmentally sustainable work practices  | 15 |
| TLIU2008A | Apply environmental procedures to rail infrastructure | 20 |
| TLIU2012A | Participate in environmentally sustainable work practices  | 20 |
| TLIU3011A | Implement and monitor environmentally sustainable work practices  | 40 |
| TLIU3014A | Operate vehicle in an environmentally sustainable manner | 5 |
| TLIU3015A | Identify wastes and hazards in the waste management industry | 25 |
| TLIU4001A | Implement and monitor environmental protection policies and procedures | 20 |
| TLIU4010A | Develop workplace policy and procedures for sustainability  | 50 |
| TLIU4011A | Apply environmental procedures to rail operations | 20 |
| TLIU5006A | Conduct environmental audits | 80 |
| TLIW0036A | Apply electric welding process to rail | 30 |
| TLIW0044A | Weld rail on tram/light rail systems using submerged arc welding process | 25 |
| TLIW2001A | Operate under track protection rules | 20 |
| TLIW2012A | Grind rails | 20 |
| TLIW2017A | Cut and join materials | 20 |
| TLIW2018A | Operate hand held air/power equipment for production processes | 20 |
| TLIW2019A | Apply surface coatings using a spray gun | 20 |
| TLIW2020A | Undertake pallet repairs | 20 |
| TLIW2021A | Clean and inspect pallets | 20 |
| TLIW2022A | Manufacture pallets using automated methods | 20 |
| TLIW2023A | Manufacture pallets using manual methods | 20 |
| TLIW2024A | Dock boards using computer programmed machinery | 20 |
| TLIW2025A | Dock boards on mechanical feeds | 20 |
| TLIW2028A | Identify the principles of ballast cleaning operations | 5 |
| TLIW2029A | Identify the principles of ballast regulator operations | 5 |
| TLIW2030A | Identify the principles of dynamic track stabiliser operations | 5 |
| TLIW2031A | Identify the principles of self-propelled rail grinder operations | 5 |
| TLIW2032A | Identify the principles of tamping machine operations | 5 |
| TLIW2033A | Identify the principles of mechanised track laying operations | 5 |
| TLIW2037B | Clip and secure points | 15 |
| TLIW2038A | Place and remove temporary speed restriction equipment | 10 |
| TLIW2039A | Place and remove permanent way stop boards | 10 |
| TLIW2041A | Clip points and apply rail safety equipment | 25 |
| TLIW3005A | Perform direct burial of cables | 20 |
| TLIW3006A | Operate computerised mail and parcels sorting equipment | 40 |
| TLIW3007A | Code and coordinate video-coding operations | 40 |
| TLIW3008A | Carry out culler facer canceller (CFC) operations | 20 |
| TLIW3013A | Grind switches and crossings | 20 |
| TLIW3015A | Weld rail using aluminothermic welding process | 40 |
| TLIW3016A | Weld rail using flashbutt welding process | 80 |
| TLIW3026B | Operate stand alone signalling/point control equipment | 10 |
| TLIW3027A | Operate minor track equipment | 20 |
| TLIW3034A | Apply protective coating systems to structures | 20 |
| TLIW3035A | Heat and cut materials using oxy-LPG equipment for the rail industry | 20 |
| TLIW3042A | Grind rail on tram/light rail systems | 15 |
| TLIW3043A | Weld rail on tram/light rail systems using electric welding process | 25 |
| TLIW5001A | Apply rail communications systems | 25 |
| TLIW5002A | Manage rail assets and interfaces | 25 |
| TLIW5003A | Manage rail network control systems | 25 |
| TLIW5004A | Manage train planning | 25 |
| TLIX4007A | Implement and monitor integrated logistics support plans | 30 |
| TLIX4008A | Conduct integrated logistics support activities | 40 |
| TLIX4009A | Apply integrated logistics support processes and procedures | 20 |
| TLIX4011A | Conduct logistics support analysis activities | 20 |
| TLIX4016A | Implement and monitor materiel sustainment plans | 20 |
| TLIX4017A | Conduct materiel sustainment activities | 20 |
| TLIX4018A | Apply materiel sustainment processes and procedures | 20 |
| TLIX4022A | Implement and monitor configuration management plans | 20 |
| TLIX4023A | Conduct configuration management activities | 20 |
| TLIX4024A | Apply configuration management processes and procedures | 20 |
| TLIX4026A | Apply codification and cataloguing processes and procedures | 20 |
| TLIX4027A | Assess maintenance spares and manage repairable items | 20 |
| TLIX4028A | Apply knowledge of logistics | 20 |
| TLIX4029A | Apply knowledge of integrated logistics support | 20 |
| TLIX4030A | Apply knowledge of materiel sustainment | 20 |
| TLIX4031A | Apply knowledge of configuration management | 20 |
| TLIX4032A | Apply knowledge of technical regulatory framework | 40 |
| TLIX4033A | Apply technical regulatory framework compliance management systems | 40 |
| TLIX4034A | Apply technical risk management systems and techniques | 20 |
| TLIX4035A | Maintain technical data and information | 20 |
| TLIX4036A | Analyse, advise on and carry out integrated border clearance transactions | 30 |
| TLIX5003A | Develop and review integrated logistics support plans | 60 |
| TLIX5004A | Develop integrated logistics support processes and procedures | 80 |
| TLIX5005A | Manage integrated logistics support operations | 60 |
| TLIX5006A | Manage verification and validation | 40 |
| TLIX5010A | Provide specialist integrated logistics support advice | 30 |
| TLIX5012A | Develop and review materiel sustainment plans | 40 |
| TLIX5013A | Develop materiel sustainment processes and procedures | 40 |
| TLIX5014A | Manage materiel sustainment operations | 30 |
| TLIX5015A | Establish supply chains | 20 |
| TLIX5019A | Provide specialist materiel sustainment advice | 20 |
| TLIX5020A | Develop and review configuration management plans | 40 |
| TLIX5021A | Manage configuration management processes | 40 |
| TLIX5025A | Provide specialist configuration management advice | 20 |
| TLIX5036A | Manage and monitor technical data and information systems | 30 |
| TLIX5037A | Plan logistic support for deployed operations | 50 |
| TLIX5038A | Organise the deployment and delivery of logistics support | 40 |
| TLIX5039A | Plan and conduct road convoy | 40 |
| TLIX5040A | Manage contracted support services | 40 |
| TLIX5041A | Organise supply support on deployment | 50 |
| TLIX5042A | Organise road transport operations | 40 |
| TLIX5043A | Conduct maintenance on deployed operations | 40 |
| TLIX5044A | Organise health support operations | 50 |
| TLIX5045A | Manage and monitor catering on deployed operations | 40 |
| TLIX5046A | Carry out standard customs clearance practices | 60 |
| TLIX5047A | Determine customs value | 40 |
| TLIX5048A | Determine import and/or export prohibitions and/or restrictions | 30 |
| TLIX5049A | Determine indirect taxes | 40 |
| TLIX5050A | Determine origin of goods and apply preference schemes or free trade agreements | 30 |
| TLIX5051A | Determine tariff classification of goods | 30 |
| TLIX5052A | Determine complex customs value | 40 |
| TLIX5053A | Determine tariff classification for complex goods | 40 |
| TLIX5054A | Comply with biosecurity border clearance | 30 |
| TLIX5055A | Apply anti-dumping and countervailing measures | 25 |
| TLIX5056A | Carry out additional customs clearance practices | 30 |
| TLIX5057A | Prepare documents for customs clearance | 30 |
| TLIX5058A | Review decisions of regulatory bodies | 30 |
| TLIX5059A | Undertake border clearance functions | 20 |
| TLIX6001A | Formulate materiel logistics strategies | 80 |
| TLIX6002A | Contribute to materiel logistics strategies | 80 |
| TLIX6046A | Plan deployed logistic support for significant operations | 80 |
| TLIX6047A | Monitor and provide logistic staff support for significant deployed operations | 60 |
| TLIX6048A | Manage the deployment and delivery of logistic support | 80 |
| TLIX6049A | Undertake provisioning in support of deployed operations | 80 |
| TLIX6050A | Plan distribution operations on deployment | 60 |
| TLIX6051A | Plan maintenance for deployed operations | 60 |
| TLIX6052A | Plan health support for deployed personnel | 60 |
| TLIX6053A | Coordinate health support operations | 60 |

SAMPLE TRAINING PROGRAMS

A range of Sample Training Plans have been provided to demonstrate the flexibility of qualifications contained in the **TLI10 Transport and Logistics Training Package**, but are by no means mandatory.

|  |  |
| --- | --- |
| Occupation / Work Function | Store Person |
| Qualification Title  | Certificate II in Warehousing Operations |
| Qualification Code | TLI21610 |
| Description | This qualification reflects the role of general employees in the warehousing and storage industry. |
| Notes | The following sample training program is suitable for a person undertaking general and picking and packing duties in a warehouse. |
| Unit Code | Unit Title | Hours |
| ***Core*** |   |   |
| TLIF1001A | Follow occupational health and safety procedures | 20 |
| TLIL1001A | Complete workplace orientation/induction procedures | 30 |
| *Electives* |   |  |
| TLIL2008A | Complete routine administrative tasks | 10 |
| TLIA2011A | Package goods  | 20 |
| TLIA2012A | Pick and process orders | 20 |
| TLIA2013A | Receive goods | 20 |
| TLIA2020A | Replenish stock  | 20 |
| TLIA2021A | Despatch stock | 20 |
| TLIA2022A | Participate in stocktakes | 20 |
| TLIE2007A | Use communication systems | 20 |
| TLIE2008A | Process workplace documentation | 20 |
| TLIA3017A | Identify products and store to specifications | 40 |
| TLID2010A | Operate a forklift | 40 |
| TLIE2001A | Present routine workplace information | 40 |
| TLIJ2001A | Apply quality procedures | 20 |
| Total Hours |   | **360** |

|  |  |
| --- | --- |
| **Occupation /** | Rail Tester |
| **Work Function** |
| **Qualification Title**  | Certificate III in Rail Infrastructure |
| **Qualification Code** | TLI32511 |
| **Description** | This is a general qualification for those working in the rail infrastructure environment in a variety of roles. The following sample training program reflects the role of a rail tester.  |
| **Unit Code** | **Unit Title** | **Hours** |
| ***Core*** |  |  |
| RIICCM201A | Carry out measurements and calculations  | 20 |
| TLIE2007A | Use communication systems | 20 |
| TLIE2029A | Conduct workplace information briefings | 15 |
| TLIF3003A | Implement and monitor occupational health and safety procedures | 30 |
| TLIJ3002A | Apply quality systems | 40 |
| ***Group F Rail Testing*** |
| TLIS3010A | Test rail using ultrasonic equipment | 40 |
| TLIS3011A | Test rail using nondestructive testing equipment | 40 |
| ***Electives*** |  |  |
| TLIE2008A | Process workplace documentation | 20 |
| TLIF3058A | Apply safeworking rules and regulations to rail functions | 40 |
| TLIG1001A | Work effectively with others | 40 |
| TLIW3027A | Operate minor track equipment | 20 |
| **Total Hours** |  | **325** |

|  |  |
| --- | --- |
| **Occupation /** | Rail Signaller |
| **Work Function** |
| **Qualification Title**  | Certificate III in Rail Signalling |
| **Qualification Code** | TLI32611 |
| **Description** | This is a general qualification for those engaged in the control of rail traffic movements and operations within a defined or local area |
| **Unit Code** | **Unit Title** | **Hours** |
| *Core* |   |   |
| TLIE3022A | Complete workplace documents | 10 |
| TLIE3023A | Use electronic communication systems | 15 |
| TLIF1001A | Follow occupational health and safety procedures | 20 |
| TLIF2010A | Apply fatigue management strategies | 30 |
| TLIF3058A | Apply safeworking rules and regulations to rail functions | 40 |
| TLIF3085A | Apply local incident response procedures | 20 |
| TLIL3071A | Control and coordinate local rail traffic movement | 40 |
| TLIL3072A | Operate signal panel or equipment | 40 |
| *Electives* |   |  |
| TLIB3118A | Apply awareness of railway fundamentals | 10 |
| BSBITU101A | Operate a personal computer | 20 |
| TLIJ2001A | Apply quality procedures | 20 |
| TLIW3026A | Operate stand alone signalling/point control equipment | 10 |
| **Total Hours** |   | **275** |

|  |  |
| --- | --- |
| **Occupation /** | Store Person |
| **Work Function** |
| **Qualification Title**  | Certificate III in Warehousing Operations |
| **Qualification Code** | TLI31610 |
| **Description** | This qualification reflects the range of roles performed by general staff in warehousing.  |
| **Notes** | The following sample training program is suitable for a person undertaking general supervisory duties in a warehouse. |
| **Unit Code** | **Unit Title** | **Hours** |
| *Core* |   |   |
| TLIF1001A | Follow occupational health and safety procedures | 20 |
| TLIL1001A | Complete workplace orientation/induction procedures | 30 |
| *Electives* |   |  |
| BSBCUS301A | Deliver and monitor a service to customers | 35 |
| BSBWOR301A | Organise personal work priorities and development | 30 |
| TLIA3015A | Complete receival/despatch documentation | 40 |
| TLIA3016A | Use inventory systems to organise stock control | 40 |
| TLIA3017A | Identify products and store to specifications | 40 |
| TLIA3018A | Organise despatch operations | 40 |
| TLIA3019A | Organise receival operations | 40 |
| TLIA3038A | Control and order stock  | 40 |
| TLIA3039A | Receive and store stock  | 40 |
| TLIE3004A | Prepare workplace documents | 20 |
| TLIF3003A | Implement and monitor occupational health and safety procedures | 30 |
| TLIG3002A | Lead a work team or group | 40 |
| TLIJ3002A | Apply quality systems | 40 |
| TLIO2021A | Follow security procedures when working with goods and cargo | 40 |
| TLIO3016A | Apply and monitor workplace security procedures | 40 |
| TLIU3011A | Implement and monitor environmentally sustainable work practices | 40 |
| **Total Hours** |   | **595** |

|  |  |
| --- | --- |
| **Occupation /** | Logistics Administration Officer |
| **Work Function** |
| **Qualification Title**  | Certificate III in Logistics |
| **Qualification Code** | TLI32410 |
| **Description** | This qualification reflects the range of roles performed by administration staff in the transport and logistics industry.  |
| **Notes** | The following sample training program is suitable for a person undertaking general administration duties and records management in a warehouse. |
| **Unit Code** | **Unit Title** | **Hours** |
| ***Core*** |   |  |
| TLIE3004A | Prepare workplace documents | 20 |
| ***Technical Electives*** |   |  |
| TLIA3018A | Organise despatch operations | 40 |
| TLIA3019A | Organise receival operations | 40 |
| BSBCUS301A | Deliver and monitor a service to customers | 35 |
| TLIA3015A | Complete receival/despatch documentation | 40 |
| TLIA3016A | Use inventory systems to organise stock control | 40 |
| TLIA3017A | Identify products and store to specifications | 40 |
| ***Electives*** |   |  |
| BSBCMM301A | Process customer complaints | 30 |
| TLIP3019A | Provide records retrieval service | 20 |
| TLIP3022A | Undertake movement of records | 20 |
| TLIP3023A | Destroy records | 30 |
| TLIJ3002A | Apply quality systems | 40 |
| **Total Hours** |   | **395** |

|  |  |
| --- | --- |
| **Occupation /****Work Function** | Team Leader |
| **Qualification Title**  | Certificate IV in Warehousing Operations |
| **Qualification Code** | TLI41810 |
| **Description** | This is a general qualification for the warehousing and storage industry. |
| **Notes** | The following sample training program is suitable for a person working as a Team Leader in a warehouse with responsibility for the output of others. |
| **Unit Code** | **Unit Title** | **Hours** |
| ***Core*** |   |   |
| TLIF1001A | Follow occupational health and safety procedures | 20 |
| TLIL1001A | Complete workplace orientation/induction procedures | 30 |
| ***Electives*** |  |
| TLIE4006A | Collect, analyse and present workplace data and information | 30 |
| TLIA4028A | Assess and monitor optimum stock levels | 40 |
| TLIG3002A | Lead a work team or group | 40 |
| TLIJ3002A | Apply quality systems | 40 |
| TLIU3011A | Implement and monitor environmentally sustainable work practices | 40 |
| TLIF4014A | Develop and maintain a safe workplace | 50 |
| TLIG4006A | Facilitate work teams | 50 |
| TLIL4009A | Manage personal work priorities and professional development | 50 |
| TLIP4005A | Manage workplace information | 60 |
| TLIA4032A | Organise transport of freight or goods | 20 |
| TLIL4005A | Apply conflict/grievance resolution strategies | 40 |
| TLIU4001A | Implement and monitor environmental protection policies and procedures | 20 |
| TLIL4036A | Develop rosters | 20 |
| TLIL4037A | Apply and amend rosters | 20 |
| TLIG4005A | Organise transport workload | 10 |
| TLIE4013A | Apply workplace statistics | 20 |
| TLIL4033A | Promote effective workplace practice | 20 |
| TLIF4007A | Implement and coordinate accident-emergency procedures | 40 |
| **Total Hours** |   | **660** |

|  |  |
| --- | --- |
| **Occupation /** | Logistics Manager |
| **Work Function** |
| **Qualification Title**  | Diploma of Logistics |
| **Qualification Code** | TLI50410 |
| **Description** | This is a general qualification covering the integrated management of logistics.  |
| **Notes** | The following sample training program is suitable for a person working as a logistics manager with responsibility for managing a team. |
| **Unit Code** | **Unit Title** | **Hours** |
| ***Core*** |   |   |
| TLIL5020A | Develop and maintain operational procedures for transport and logistics enterprises | 30 |
| ***Technical Electives*** |  |
| TLIA5058A | Manage facility and inventory requirements | 140 |
| TLIL5019A | Implement and monitor transport logistics | 40 |
| TLIR5014A | Manage suppliers | 60 |
| TLII5018A | Manage customer service | 40 |
| BSBOHS509A | Ensure a safe workplace | 60 |
| TLIX4028A | Apply knowledge of logistics | 20 |
| TLIX5036A | Manage and monitor technical data and information systems | 30 |
| ***Electives*** |
| TLIO5005A | Plan and manage security procedures for the enterprise | 50 |
| TLIR5005A | Manage a contract | 40 |
| BSBWOR502A | Ensure team effectiveness | 60 |
| BSBMGT515A | Manage operational plan | 60 |
| BSBRSK501A | Manage risk | 60 |
| TLIP5036A | Manage assets | 60 |
| **Total Hours** |   | **750** |

|  |  |
| --- | --- |
| Occupation /Work Function | Operations Manager |
| Qualification Title  | Diploma of Bus and Coach Operations |
| Qualification Code | TLI50713 |
| Description | This qualification is designed for bus and coach operations job roles within the transport and logistics industry. |
| Unit Code | Unit Title | Hours |
| *Core* |  |  |
| TLIL5057A | Maintain, monitor and improve transport operations systems | 60 |
| TLIL5067A | Develop a passenger transport plan | 50 |
| *Electives* |  |  |
| TLIL3003A | Conduct induction process | 20 |
| TLIL4036A | Develop rosters | 20 |
| TLIB5010A | Plan and implement maintenance schedules | 30 |
| TLIL5068A | Implement a passenger transport plan | 40 |
| TLIX5040A | Manage contracted support services | 40 |
| TLIP5037A | Develop workplace policy and procedures | 50 |
| TLIF4086A | Control and coordinate incident responses | 50 |
| TLII5018A | Manage customer service | 40 |
| TLIL4005A | Apply conflict/grievance resolution strategies | 40 |
| BSBHRM405A | Support the recruitment, selection and induction of staff | 50 |
| Total Hours |  | 490 |

|  |  |
| --- | --- |
| **Occupation / Work Function** | Materiel Logistics Senior Manager  |
| **Qualification Title**  | Advanced Diploma of Materiel Logistics |
| **Qualification Code** | TLI60110 |
| **Description** | This is a qualification for those providing leadership and strategic direction in material sustainment and integrated logistics management. |
| **Notes** | The following sample training program is suitable for a person working as a senior logistics manager engaged in strategic development and contract management. |
| **Unit Code** | **Unit Title** | **Hours** |
| ***Core*** |   |  |
| PSPGOV605A | Persuade and influence opinion  | 50 |
| PSPGOV606A | Prepare high-level/sensitive written materials  | 50 |
| BSBMGT605B | Provide leadership across the organisation | 60 |
| PSPPOL603A | Manage policy implementation  | 40 |
| BSBRSK501B | Manage risk | 60 |
| PSPGOV602B | Establish and maintain strategic networks  | 40 |
| ***Technical Electives*** |  |
| PSPPROC607A | Manage strategic contracts  | 50 |
| TLIX6001A | Formulate materiel logistics strategies | 80 |
| ***Electives*** |   |  |
| BSBPMG503A | Manage project time | 40 |
| PSPPROC705A | Establish the strategic procurement context  | 80 |
| PSPPROC704A | Influence and define strategic procurement direction  | 80 |
| PSPMNGT602B | Manage resources  | 60 |
| PSPPROC606B | Negotiate strategic procurement  | 50 |
| PSPPROC605B | Coordinate strategic procurement  | 50 |
| **Total Hours** |   | **790** |

CONTACTS AND LINKS

|  |
| --- |
| **Industry Skills Council (ISC)** |
| Transport and Logistics Industry Skills Council | This ISC is responsible for developing the **TLI10 Transport and Logistics Training Package** and can be contacted for further information. You can also source copies of the Training Package and support material. | Address: Level 4, 411 Collins StreetMelbourne VIC 3000Phone/fax: (03) 9604 7200Email: enquiries@tlisc.org.auWeb: tlisc.org.au  |
| **National Register for VET in Australia** |
| Training.gov.au (TGA) | TGA is the Australian governments’ official National Register of information on Training Packages, qualifications, courses, units of competency and RTOs. | training.gov.au  |
| **Australian Government** |
| The Department of Industry  | The Department of Industry provides a range of services and resources to assist in delivery of Training Packages. Search the Department of Industry website for links to a range of relevant resources and publications.  | Web: [www.industry.gov.au](http://www.industry.gov.au)   |
| The National Skills Standards Council (NSSC) | The NSSC develops the Standards for Training Packages, endorses Training Packages, develops related policy and oversees quality assurance activities.  | Web: [www.nssc.natese.gov.au](http://www.nssc.natese.gov.au)  |
| **State Government** |
| Department of Education and Early Childhood DevelopmentHigher Education and Skills Group | Higher Education and Skills Group is responsible for funding and the implementation of Vocational Education and Training (VET) in Victoria, including Apprenticeships and Traineeships. | General information:[www.skills.vic.gov.au](http://www.skills.vic.gov.au/)Approved Training Schemes:<http://www.skills.vic.gov.au/corporate/publications/brochures-and-fact-sheets/apprenticeships-and-traineeships-in-victoria-industry-guides> |
| **Curriculum Maintenance Manager (CMM)** |
| Transport and Distribution | The CMM service is provided by Executive Officers located within Victorian TAFE institutes on behalf of Higher Education and Skills Group. | Cheryl BartoloAddress: PO Box 14428Melbourne 8001Phone: (03) 9919 5302Email: cheryl.bartolo@vu.edu.au Web: <http://trainingsupport.skills.vic.gov.au>  |
| **State VET Regulatory Authority** |
| Victorian Registration and Qualifications Authority (VRQA) | The VRQA is a statutory authority responsible for the registration of education and training providers in Victoria to ensure the delivery of quality education and training. | [www.vrqa.vic.gov.au](http://www.vrqa.vic.gov.au)Phone: 03 9637 2806 |
| **National VET Regulatory Authority** |
| Australian Skills Quality Authority (ASQA) | ASQA is the national regulator for Australia’s VET sector vocational education and training sector. ASQA regulates courses and training providers to ensure nationally approved quality standards are met. | [www.asqa.gov.au](http://www.asqa.gov.au)Info line: 1300 701 801 |
| **WorkSafe**  |
| WorkSafe Victoria | WorkSafe needs to provide written verification before High Risk Work Units can be added to an RTO’s scope of registration. | [www.worksafe.vic.gov.au](http://www.worksafe.vic.gov.au) Info line: 1800 136 089 |
| **Regulatory Bodies** |
| Taxi Services Commission | The TSC is the regulator of Victorian taxis and hire vehicles. It also issues Driving Instructor Authorities. | [www.transport.vic.gov.au/taxis](http://www.transport.vic.gov.au/taxis)Info Line: 1800 638 802  |
| VicRoads | VicRoads regulates the issuance of heavy vehicle licences | [www.vicroads.vic.gov.au](http://www.vicroads.vic.gov.au/Home/Licences/OtherLicences/HeavyVehicleLicences/AboutHeavyVehicleLicences.htm)Info Line: 131171 |
| Australian Customs and Border Protection | Australian Customs and Border Protection Service licenses customs brokers in Australia. | [www.customs.gov.au](http://www.customs.gov.au/site/page6093.asp)Info Line: 1300 363 263Email: information@customs.gov.au |

GLOSSARY

|  |  |
| --- | --- |
| **Code** | Nationally endorsed Training Package qualification code. |
| **Title** | Nationally endorsed Training Package qualification title. |
| **Unit Code** | Nationally endorsed Training Package unit code. |
| **Unit Title** | Nationally endorsed Training Package unit title. |
| **Nominal Hours** | The anticipated hours of supervised learning or training deemed necessary to conduct training and assessment activities associated with the program of study. These hours are determined by the Victorian State Training Authority. Nominal hours may vary for a qualification depending on the units of competency selected.  |
| **Scope of Registration** | Scope of registration specifies the AQF qualifications and/or units of competency the training organisation is registered to issue and the industry training and/or assessment services it is registered to provide. |