

TLIF0005 Matrix Map

(Generated Saturday, 15 Dec 2018, 08:14am)

ELEMENTS AND PERFORMANCE CRITERIA

Element	Performance Criteria	Task / Question Map
<i>Element 1 Identify and manage fatigue risk in the road transport sector</i>	<i>Potential causes and symptoms of fatigue are identified and action is taken to minimise their effects in accordance with workplace procedures</i>	1.1 - Causes of fatigue: Q1 Q2 1.2 - Signs and symptoms of fatigue: Q1 Q2 Q3 Q4 Q5 Workplace Task: Identified potential cause for fatigue and applied counter measure.
	<i>Fatigue symptoms are recognised and necessary steps are taken in accordance with workplace procedures, to ensure that effective work capability and alertness are maintained</i>	1.1 - Causes of fatigue: Q2 1.2 - Signs and symptoms of fatigue: Q1 Q2 Q3 Q4 Q5 Workplace Task: Identified potential cause for fatigue and applied counter measure.
	<i>Own and others fitness to drive is monitored and assessed in accordance with workplace procedures, and appropriate action is taken as required</i>	1.3 - Driver fitness: Q1 Q2 Q3 Q4 1.5 - Fatigue Risk Management: Q1 Q2 Q3 Q4 Q5 Q6 Workplace Task: Operated in accord with a Fatigue Risk Management System
	<i>Factors that increase the risk of fatigue related incidents are managed</i>	1.5 - Fatigue Risk Management: Q1 Q2 Q3 Q4 Q5 Q6 1.1 - Causes of fatigue: Q1 Q2 1.4 - Factors that contribute to fatigue: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8 Workplace Task: Identified potential cause for fatigue and applied counter measure.
	<i>Counter measures and relevant workplace practices in combating fatigue are adopted and applied</i>	1.5 - Fatigue Risk Management: Q5 Q6 1.6 - Countermeasures to combat fatigue: Q1 Q2 Q3 Workplace Task: Planned a navigation in accord with the fatigue management system
	<i>Health and wellbeing choices are identified that ensure driver fitness to safely perform workplace duties</i>	1.3 - Driver fitness: Q1 Q2 Q3 Q4 2.3 - Fatigue duty of care: Q1 Workplace Task: Complied with work and rest hours

<p><i>Element 2</i> <i>Operate within a road transport fatigue risk management system</i></p>	<p><i>HVNL legal requirements, liabilities and responsibilities for effective fatigue management within the workplace are identified, interpreted and complied with</i></p>	<p><i>2.1 - Heavy Vehicle National Law: Q1 Q2 Q3</i> <i>2.3 - Fatigue duty of care: Q1 Q2 Q3 Q4 Q5 Q6</i> <i>2.4 - Workplace risk management system: Q1 Q2 Q3</i> <i>Workplace Task: Operated in accord with a Fatigue Risk Management System</i></p>
	<p><i>Relevant regulations related to driving heavy vehicle offences, and fatigue duty of care are identified and applied in accordance with legislation</i></p>	<p><i>2.2 - Offences in driving heavy vehicles: Q1 Q2 Q3 Q4</i> <i>2.3 - Fatigue duty of care: Q1 Q2 Q3 Q4 Q5 Q6</i> <i>4.1 - Rest and work periods: Q3 Q4</i> <i>Workplace Task: Operated in accord with a Fatigue Risk Management System</i></p>
	<p><i>Heavy vehicle driver regulations and workplace procedures for fatigue risk management, wellbeing, and fitness for work are identified and applied</i></p>	<p><i>1.5 - Fatigue Risk Management: Q3</i> <i>2.3 - Fatigue duty of care: Q1</i> <i>4.4 - AFM work and rest arrangements: Q1 Q2 Q3</i> <i>Workplace Task: Operated in accord with a Fatigue Risk Management System</i></p>
	<p><i>Relevant workplace induction into the road transport fatigue risk management system is completed</i></p>	<p><i>2.4 - Workplace risk management system: Q1 Q2 Q3</i> <i>Workplace Task: Operated in accord with a Fatigue Risk Management System</i></p>
	<p><i>Workplace fatigue management strategies are identified and implemented to minimise driver fatigue</i></p>	<p><i>2.3 - Fatigue duty of care: Q1</i> <i>4.4 - AFM work and rest arrangements: Q1 Q2 Q3</i> <i>Workplace Task: Operated in accord with a Fatigue Risk Management System</i></p>
	<p><i>Workplace requirements and responsibilities for fatigue risk management are identified and applied</i></p>	<p><i>1.5 - Fatigue Risk Management: Q3</i> <i>2.3 - Fatigue duty of care: Q1 Q2 Q3 Q4 Q5 Q6</i> <i>4.4 - AFM work and rest arrangements: Q1 Q2 Q3</i> <i>Workplace Task: Operated in accord with a Fatigue Risk Management System</i></p>
	<p><i>Relevant documentation is carried while in a heavy vehicle</i></p>	<p><i>5.2 - Work diary requirements: Q1 Q2 Q3</i> <i>Workplace Task: Operated in accord with a Fatigue Risk Management System</i></p>
	<p><i>Legal exemptions for fatigue compliance are identified and applied</i></p>	<p><i>2.5 - Legal exemptions: Q1 Q2 Q3 Q4</i> <i>5.2 - Work diary requirements: Q3</i> <i>Workplace Task: Operated in accord with a Fatigue Risk Management System</i></p>
	<p><i>Concerns related to strategies to address fatigue and associated workplace risks are communicated to relevant personnel</i></p>	<p><i>1.5 - Fatigue Risk Management: Q2 Q3 Q4 Q5 Q6</i> <i>Workplace Task: Complied with work and rest hours</i></p>

<p><i>Element 3</i> <i>Plan and navigate a heavy vehicle trip</i></p>	<p><i>Heavy vehicle driver trips are planned, communicated and implemented and potential fatigue hazards are planned for in accordance with workplace procedures</i></p>	<p><i>1.5 - Fatigue Risk Management: Q5</i> <i>3.1 - Work and rest requirements: Q1 Q2 Q3 Q4</i> <i>3.2 - Plan heavy vehicle trips: Q1 Q2</i> <i>Workplace Task: Planned a navigation in accord with the fatigue management system</i></p>
	<p><i>Rest and work periods are identified to match heavy vehicle driver fitness and trip conditions</i></p>	<p><i>4.1 - Rest and work periods: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8 Q9 Q10 Q11 Q12 Q13 Q14 Q15 Q16 Q17 Q18 Q19</i> <i>3.1 - Work and rest requirements: Q1 Q2 Q3 Q4</i> <i>3.2 - Plan heavy vehicle trips: Q1 Q2</i> <i>Workplace Task: Planned a navigation in accord with the fatigue management system</i></p>
	<p><i>Legal requirements as they relate to fatigue management are complied with when changes in schedules, trip conditions and operational requirements are required</i></p>	<p><i>3.1 - Work and rest requirements: Q1 Q2 Q3 Q4</i> <i>3.3 - Deviations made to proposed trip plan: Q1 Q2 Q3</i> <i>3.2 - Plan heavy vehicle trips: Q1 Q2</i> <i>Workplace Task: Planned a navigation in accord with the fatigue management system</i></p>
	<p><i>Deviations made to proposed trip plan prior to departure are communicated with relevant personnel in accordance with workplace procedures</i></p>	<p><i>3.3 - Deviations made to proposed trip plan: Q1 Q2 Q3</i> <i>3.2 - Plan heavy vehicle trips: Q1 Q2</i> <i>Workplace Task: Planned a navigation in accord with the fatigue management system</i></p>
	<p><i>Deviations made to proposed trip plan while on route are communicated with relevant personnel in accordance with workplace procedures</i></p>	<p><i>3.3 - Deviations made to proposed trip plan: Q1 Q2 Q3</i> <i>3.2 - Plan heavy vehicle trips: Q1 Q2</i> <i>Workplace Task: Planned a navigation in accord with the fatigue management system</i></p>
<p><i>Element 4</i> <i>Comply with work and rest hours</i></p>	<p><i>Work and rest options available to heavy vehicle drivers are identified and applied in accordance with workplace procedures and HVNL</i></p>	<p><i>4.3 - BFM work and rest arrangements: Q1 Q2 Q3 Q4 Q5</i> <i>4.1 - Rest and work periods: Q1 Q2 Q14 Q15 Q16 Q17 Q18 Q19</i> <i>5.4 - Arrangements under work and rest hours exemption: Q1 Q2 Q3</i> <i>4.2 - Standard work and rest arrangements: Q1 Q2 Q3 Q4 Q5</i> <i>Workplace Task: Complied with work and rest hours</i></p>
	<p><i>Relevant work hours including standard, solo and two-up arrangements and long/night hours are complied with in accordance with workplace procedures and HVNL</i></p>	<p><i>4.3 - BFM work and rest arrangements: Q1 Q2 Q3 Q4 Q5</i> <i>4.1 - Rest and work periods: Q1 Q2</i> <i>4.2 - Standard work and rest arrangements: Q1 Q2 Q3 Q4 Q5</i> <i>Workplace Task: Complied with work and rest hours</i></p>

	<i>Suitable and minimum rest breaks are complied with in accordance with workplace procedures and fatigue management regulations</i>	<p>4.3 - BFM work and rest arrangements: Q1 Q2 Q3 Q4 Q5</p> <p>4.1 - Rest and work periods: Q14 Q15 Q16 Q17 Q18 Q19</p> <p>4.2 - Standard work and rest arrangements: Q1 Q2 Q3 Q4 Q5</p> <p>Workplace Task: Complied with work and rest hours</p>
	<i>Information is identified and relevant actions are taken to prevent non-compliance with fatigue management procedures while working in standard hours and within an accredited fatigue risk management system</i>	<p>4.3 - BFM work and rest arrangements: Q1 Q2 Q3 Q4 Q5</p> <p>4.2 - Standard work and rest arrangements: Q1 Q2 Q3 Q4 Q5</p> <p>Workplace Task: Complied with work and rest hours</p>
	<i>Rest and work periods are counted in accordance with the HVNL</i>	<p>4.3 - BFM work and rest arrangements: Q1 Q2 Q3 Q4 Q5</p> <p>4.1 - Rest and work periods: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8 Q9 Q10 Q11 Q12 Q13 Q14 Q15 Q16 Q17 Q18 Q19</p> <p>4.2 - Standard work and rest arrangements: Q1 Q2 Q3 Q4 Q5</p> <p>Workplace Task: Complied with work and rest hours</p>
<i>Element 5 Update and maintain records</i>	<i>Heavy vehicle regulatory requirements relating to work diary, records and work duties are applied</i>	<p>4.1 - Rest and work periods: Q5 Q6 Q7 Q9</p> <p>5.2 - Work diary requirements: Q1 Q2 Q3</p> <p>Practical Task Assignment - Maintain records: Q1</p> <p>Workplace Task: Operated in accord with a Fatigue Risk Management System</p>
	<i>Requirements of work diary/records are determined as they relate to heavy vehicle driver duties</i>	<p>4.1 - Rest and work periods: Q5 Q6 Q7 Q9 Q12</p> <p>5.2 - Work diary requirements: Q1 Q2 Q3</p> <p>Practical Task Assignment - Maintain records: Q1</p> <p>Workplace Task: Operated in accord with a Fatigue Risk Management System</p>
	<i>Trip information is gathered in a timely manner and accurately entered into work diary/record in accordance with regulatory requirements and workplace procedures</i>	<p>4.1 - Rest and work periods: Q5 Q6 Q7 Q9 Q12</p> <p>5.2 - Work diary requirements: Q1 Q2 Q3</p> <p>Practical Task Assignment - Maintain records: Q1</p> <p>Workplace Task: Operated in accord with a Fatigue Risk Management System</p>
	<i>Information entered into work diary/records is accurately and legibly maintained in accordance with regulatory requirements and workplace procedures</i>	<p>4.1 - Rest and work periods: Q5 Q6 Q7 Q9 Q12</p> <p>5.2 - Work diary requirements: Q1 Q2 Q3</p> <p>Practical Task Assignment - Maintain records: Q1</p> <p>Workplace Task: Operated in accord with a Fatigue Risk Management System</p>

	<i>Work diary/records are recorded after each work and rest change in accordance with HVNL</i>	<p>4.1 - Rest and work periods: Q14 Q15 Q16 Q17 Q18 Q19</p> <p>5.2 - Work diary requirements: Q1 Q2 Q3</p> <p>Practical Task Assignment - Maintain records: Q1</p> <p>3.3 - Deviations made to proposed trip plan: Q1 Q2 Q3</p> <p>Workplace Task: Operated in accord with a Fatigue Risk Management System</p>
	<i>Corrections are accurately and legibly entered into work diary/records in accordance with workplace procedures and regulations</i>	<p>5.2 - Work diary requirements: Q1 Q2 Q3</p> <p>Practical Task Assignment - Maintain records: Q1</p> <p>Workplace Task: Operated in accord with a Fatigue Risk Management System</p>
	<i>Work diary/records are stored in an accessible location in accordance with workplace procedures</i>	<p>5.2 - Work diary requirements: Q1 Q2</p> <p>Practical Task Assignment - Maintain records: Q1</p> <p>Workplace Task: Operated in accord with a Fatigue Risk Management System</p>
	<i>Penalties relating to heavy vehicle drivers for failing to record information or making false or misleading entries in work diary/records are identified</i>	<p>5.2 - Work diary requirements: Q1 Q2 Q3</p> <p>Practical Task Assignment - Maintain records: Q1</p> <p>Workplace Task: Operated in accord with a Fatigue Risk Management System</p>
	<i>Records are submitted within regulated timeframes to relevant personnel</i>	<p>Practical Task Assignment - Maintain records: Q1</p> <p>Workplace Task: Operated in accord with a Fatigue Risk Management System</p>
	<i>Requirements while operating under an exemption notice are recorded and maintained</i>	<p>2.5 - Legal exemptions: Q1 Q2 Q3 Q4</p> <p>5.2 - Work diary requirements: Q3</p> <p>Practical Task Assignment - Maintain records: Q1</p> <p>Workplace Task: Operated in accord with a Fatigue Risk Management System</p>
	<i>Work diary/record/equipment malfunctions are recorded in accordance with regulations and workplace procedures, and are reported to relevant personnel</i>	<p>4.1 - Rest and work periods: Q5 Q6 Q7 Q9 Q12</p> <p>5.2 - Work diary requirements: Q1 Q2 Q3</p> <p>Practical Task Assignment - Maintain records: Q1</p> <p>Workplace Task: Operated in accord with a Fatigue Risk Management System</p>
<i>Performance Evidence</i>	<i>applying relevant work health and safety (WHS)/occupational health and safety (OHS) legislation</i>	<p>Practical Task Video - Plan work rest requirements: Q1</p> <p>1.7 - WHS and HVNL obligations: Q1 Q2 Q3</p> <p>Workplace Task: Operated in accord with a Fatigue Risk Management System</p>
	<i>applying relevant workplace policies and procedures</i>	<p>4.4 - AFM work and rest arrangements: Q3</p> <p>Practical Task Video - Plan work rest requirements: Q1</p> <p>Workplace Task: Operated in accord with a Fatigue Risk Management System</p>

	<p><i>applying strategies to address signs and symptoms of heavy vehicle driver fatigue</i></p>	<p>1.2 - Signs and symptoms of fatigue: Q4 Q5 Workplace Task: Operated in accord with a Fatigue Risk Management System</p>
	<p><i>applying workplace fatigue risk management policies and procedures</i></p>	<p>1.5 - Fatigue Risk Management: Q3 4.4 - AFM work and rest arrangements: Q1 Q2 Q3 Practical Task Video - Plan work rest requirements: Q1 Workplace Task: Operated in accord with a Fatigue Risk Management System</p>
	<p><i>communicating unplanned events and deviations to relevant personnel</i></p>	<p>3.3 - Deviations made to proposed trip plan: Q1 Q2 Q3 Workplace Task: Identified potential cause for fatigue and applied counter measure.</p>
	<p><i>complying with Heavy Vehicle National Law (HVNL) fatigue requirements</i></p>	<p>2.1 - Heavy Vehicle National Law: Q1 Q2 Q3 Practical Task Video - Plan work rest requirements: Q1 Workplace Task: Complied with work and rest hours</p>
	<p><i>complying with trip work and rest requirements</i></p>	<p>4.3 - BFM work and rest arrangements: Q1 Q2 Q3 Q4 Q5 4.1 - Rest and work periods: Q14 Q15 Q16 Q17 Q18 Q19 5.4 - Arrangements under work and rest hours exemption: Q1 Q2 Q3 4.2 - Standard work and rest arrangements: Q1 Q2 Q3 Q4 Q5 Practical Task Assignment - Maintain records: Q1 Practical Task Video - Plan work rest requirements: Q1 3.1 - Work and rest requirements: Q1 Q2 Q3 Q4 Workplace Task: Complied with work and rest hours</p>
	<p><i>counting work and rest time accurately</i></p>	<p>4.3 - BFM work and rest arrangements: Q1 Q2 Q3 Q4 Q5 4.1 - Rest and work periods: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8 Q9 Q10 Q11 Q12 Q13 Q14 Q15 Q16 Q17 Q18 Q19 5.4 - Arrangements under work and rest hours exemption: Q1 Q2 Q3 4.2 - Standard work and rest arrangements: Q1 Q2 Q3 Q4 Q5 Practical Task Assignment - Maintain records: Q1 Practical Task Video - Plan work rest requirements: Q1 Workplace Task: Planned a navigation in accord with the fatigue management system</p>
	<p><i>identifying and acting on fatigue risk factors as a heavy vehicle driver</i></p>	<p>1.5 - Fatigue Risk Management: Q2 Q3 Q4 Q5 Q6 1.1 - Causes of fatigue: Q1 Q2 1.4 - Factors that contribute to fatigue: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8 Workplace Task: Identified potential cause for fatigue and applied counter measure.</p>

	<i>implementing risk mitigation control measures</i>	1.5 - Fatigue Risk Management: Q4 <i>Workplace Task: Planned a navigation in accord with the fatigue management system</i>
	<i>planning and navigating a heavy vehicle trip</i>	Practical Task Video - Plan work rest requirements: Q1 3.1 - Work and rest requirements: Q1 Q2 Q3 Q4 <i>Workplace Task: Planned a navigation in accord with the fatigue management system</i>
	<i>preparing and maintaining heavy vehicle driver work diaries/records and relevant documentation in accordance with workplace procedures</i>	5.2 - Work diary requirements: Q1 Q2 Q3 Practical Task Assignment - Maintain records: Q1 Practical Task Video - Plan work rest requirements: Q1 <i>Workplace Task: Operated in accord with a Fatigue Risk Management System</i>
	<i>providing feedback on compliance in a fatigue risk management system</i>	Practical Task Assignment - Maintain records: Q1 <i>Workplace Task: Identified potential cause for fatigue and applied counter measure.</i>
	<i>reading and interpreting heavy vehicle driver fatigue management workplace policies and procedures</i>	2.3 - Fatigue duty of care: Q1 Q2 Q3 Q4 Q5 Q6 2.4 - Workplace risk management system: Q1 Q2 Q3 4.4 - AFM work and rest arrangements: Q1 Q2 Q3 <i>Workplace Task: Operated in accord with a Fatigue Risk Management System</i>
	<i>recognising breaches of fatigue management strategies and taking appropriate action in accordance with fatigue risk management system</i>	4.4 - AFM work and rest arrangements: Q1 Q2 Q3 <i>Workplace Task: Identified potential cause for fatigue and applied counter measure.</i>
	<i>recording equipment malfunctions in work diary and/or workplace records in accordance with workplace procedures</i>	5.2 - Work diary requirements: Q1 Q2 Q3 Practical Task Assignment - Maintain records: Q1 <i>Workplace Task: Operated in accord with a Fatigue Risk Management System</i>
	<i>recording in work diary and/or workplace records in accordance with workplace procedures.</i>	4.1 - Rest and work periods: Q5 Q6 Q7 Q9 Q12 5.2 - Work diary requirements: Q1 Q2 Q3 Practical Task Assignment - Maintain records: Q1 <i>Workplace Task: Operated in accord with a Fatigue Risk Management System</i>
<i>Knowledge Evidence</i>	<i>consequences of fatigue risk management non-compliance</i>	1.5 - Fatigue Risk Management: Q3 4.4 - AFM work and rest arrangements: Q1 Q2 Q3
	<i>fatigue management hierarchy of risk control</i>	1.5 - Fatigue Risk Management: Q4
	<i>fatigue management workplace policies and procedures</i>	4.4 - AFM work and rest arrangements: Q1 Q2 Q3

	<i>HVNL exemption notices or permits related to fatigue</i>	2.5 - Legal exemptions: Q1 Q2 Q3 Q4 5.2 - Work diary requirements: Q3
	<i>obligations and requirements of periodic audits of fatigue management documentation/records organisation nominated record keeper</i>	5.2 - Work diary requirements: Q1 Q2 Q3 Practical Task Assignment - Maintain records: Q1
	<i>principal obligations relating to fatigue management in HVNL, including: 1) consideration of traffic conditions in managing speed and fatigue 2) fatigue, work and rest times</i>	2.1 - Heavy Vehicle National Law: Q1 Q2 Q3 4.3 - BFM work and rest arrangements: Q1 Q2 Q3 Q4 Q5 4.1 - Rest and work periods: Q1 Q2 Q3 Q4 Q5 Q6 Q7 Q8 Q9 Q10 Q11 Q12 Q13 Q14 Q15 Q16 Q17 Q18 Q19 5.4 - Arrangements under work and rest hours exemption: Q1 Q2 Q3 4.2 - Standard work and rest arrangements: Q1 Q2 Q3 Q4 Q5 4.4 - AFM work and rest arrangements: Q1 Q2 Q3
	<i>record keeping responsibilities and compliance obligations</i>	Practical Task Assignment - Maintain records: Q1
	<i>relevant WHS/OHS regulation as it relates to fatigue</i>	4.1 - Rest and work periods: Q3 Q4 1.7 - WHS and HVNL obligations: Q1 Q2 Q3
	<i>risks, hazards and consequences created by fatigue in the workplace</i>	1.5 - Fatigue Risk Management: Q2 Q3 Q4 Q5 Q6 1.2 - Signs and symptoms of fatigue: Q1 Q2 Q3
	<i>strategies of fatigue management and evaluating own fitness for work, inclusive of sleep disorders</i>	1.3 - Driver fitness: Q1 Q2 Q3 Q4
	<i>symptoms and strategies relevant to heavy vehicle driving fatigue management</i>	1.1 - Causes of fatigue: Q2 1.2 - Signs and symptoms of fatigue: Q1 Q2 Q3 Q4 Q5
	<i>workplace fatigue risk management program</i>	1.5 - Fatigue Risk Management: Q3 4.4 - AFM work and rest arrangements: Q1 Q2 Q3
	<i>workplace procedures as they relate to duty of care, fatigue non-compliance, and fatigue regulations penalties as they apply to a heavy vehicle driver</i>	2.2 - Offences in driving heavy vehicles: Q1 Q2 Q3 Q4 4.1 - Rest and work periods: Q3 Q4

FOUNDATION SKILLS

Foundation Skills	Task / Question Map
<i>Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.</i>	