
TLIX0028X Develop technical publications to support integrated logistics

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to develop technical publications to support integrated logistics.

Technical publications include system level and equipment level data to support engineering functions in integrated logistics. This unit covers identifying, accessing, categorising, verifying and validating technical information. It also covers generating, maintaining, controlling and distributing technical publications.

This unit is appropriate for technical specialists supporting integrated logistics functions. Typically, these individuals must demonstrate the ability to work independently or as part of a team under direct and/or indirect supervision, use discretion and judgement, and take responsibility for the quality of their outputs. All activities are carried out in accordance with relevant policy and procedures.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

X – Logistics

Unit Sector

Integrated logistics

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

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| 1 Identify technical information requirements | 1.1 Organisational policies, standards and conventions related to technical publications are identified and interpreted |
| | 1.2 Scope and depth of technical publications are identified from project/contract documentation |
| | 1.3 Relevant stakeholders are identified and consulted on technical publication needs |
| | 1.4 Technical publication concept is finalised, and approval gained |
| 2 Access, verify and validate technical information | 2.1 Sources of technical data are identified, and data requirements identified and managed |
| | 2.2 Technical data is analysed and categorised in accordance with agreed hierarchy |
| | 2.3 Technical diagrams and illustrations are obtained/developed |
| | 2.4 Technical data is verified and validated in accordance with organisational policies, procedures and project/contract requirements |
| | 2.5 Original equipment manufacturer (OEM) manuals are referenced in technical publications to reflect the specific application of equipment in relation to installation, operation and maintenance |
| 3 Generate technical publications | 3.1 Data is generated in accordance with organisational and project/contract requirements |
| | 3.2 Draft technical publications are reviewed by subject matter experts and feedback moderated and actioned |
| | 3.3 Technical publication is generated in accordance with organisational conventions and project/contract requirements |
| | 3.4 Verification and validation of data is completed to confirm performance outcomes |
| | 3.5 Approval is obtained for final technical publication |

4 Maintain, control and distribute technical publications

- 4.1** Security classification of technical data is determined, approved and applied
- 4.2** Access and publishing details for technical publication are determined and applied
- 4.3** Process for maintenance of technical publication based on in-service analysis and feedback is developed and implemented
- 4.4** Alignment of technical publications to engineering support data, supply support data and maintenance support data is maintained

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Unit Mapping Information

This is a new unit. No equivalent unit.

Links

TLI Transport and Logistics Training Package Companion Volume Implementation Guides are found in VETNet - LINK POPULATED ON PUBLICATION

Assessment Requirements for TLIX0028X Develop technical publications to support integrated logistics

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least two separate occasions and include:

- identifying, obtaining and interpreting organisational and project/contract documentation relevant to technical publications
- identifying and confirming required scope and depth of technical publication
- working collaboratively with internal/external personnel/stakeholders to compile and organise technical publication content
- accessing, verifying and validating technical information
- drafting technical publication
- moderating and actioning feedback from subject matter experts on draft publication
- generating and gaining approval for technical publication
- determining and applying security classification of technical data
- implementing agreed/approved distribution and publishing requirements for technical publications
- maintaining and amending technical publications based on in-service analysis and feedback.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- organisational policies and procedures relevant to technical publications
- industry standards and conventions that technical publications must comply with
- analysis and modelling used in integrated logistics relevant to technical publication
- characteristics and purpose of different types of technical publications
- concepts and techniques used for:
 - identifying sources of technical data
 - identifying, generating and managing data requirements
 - obtaining and developing technical illustrations/diagrams
 - categorising technical data
 - verifying technical data

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- validating technical data
 - technical writing
 - generating data
 - reading grade levels and language, literacy and numeracy (LLN) requirements as they apply to technical publications
 - use of standardised/simplified technical English
 - determining the security classification of technical data
 - distributing and publishing technical information
 - obtaining and applying analysis and feedback on technical publications
 - version control of technical publications
 - organisational policies and procedures relevant to technical publications.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

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Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation, including organisational policies and procedures, legislation, data and/or modelling applicable to integrated logistics support (ILS), industry standards and/or specifications and access to relevant organisational information management systems
- relevant materials, tools, equipment and personal protective equipment (PPE) currently used in industry.

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