

## **TLIX0035 Apply knowledge of border clearance fundamentals**

### **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 as an introduction to border clearance.

This unit includes outlining the framework for Australia's international trade involvement and the structure and effect of Australian legislation in relation to importing and exporting cargo in accordance with legislation in relation to border clearance activities. It also includes roles and responsibilities of a licensed customs broker, application of Incoterms to the movement of cargo and documentation and methods of payments used in border clearance.

Work is undertaken in a range of environments, including small to large worksites, in the customs broking and international supply chain industries.

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**

Customs Broking.

### **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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|--|------------|---|
| <b>1 Outline the framework for Australia's international trade involvement</b>                                   | <b>1.1</b> | Australia's role and involvement in international trade in relation to border clearance of cargo is explained     |
|  | <b>1.2</b> | Role and function of World Trade Organization (WTO) is explained in accordance with relevant Agreements           |
|  | <b>1.3</b> | Role and function of World Customs Organization (WCO) is explained in accordance with relevant Agreements         |
|  | <b>1.4</b> | Role and function of international conventions and treaties are explained   |
|  | <b>1.5</b> | Tariff and non-tariff barriers to trade are explained   |
|  | <b>1.6</b> | Domestic implementation in Australia of sources of international law are explained                                |
| <b>2 Outline the structure and effect of Australian legislation in relation to importing and exporting cargo</b> | <b>2.1</b> | Role of Acts and regulations within the national context of importing and exporting cargo is explained            |
|  | <b>2.2</b> | Australia's adoption of international conventions and treaties for importing and exporting cargo is explained     |
| <b>3 Outline the structure and effect of Australian legislation in relation to border clearance activities</b>   | <b>3.1</b> | Authority and function of the Australian Government and its officers under border control legislation is reviewed |
|  | <b>3.2</b> | Powers of the regulatory authority and their officers are reviewed  |
|  | <b>3.3</b> | Responsibilities and obligations of a licensed customs broker under border control legislation are reviewed       |
|  | <b>3.4</b> | Ethical practices of a licensed customs broker are explained  |
|  | <b>3.5</b> | Australian Trusted Trader program is explained  |

<b>4</b>	<b>Identify role and responsibilities of a licensed customs broker</b>	<b>4.1</b>	Process of obtaining a customs broker's licence under Customs Act is explained
		<b>4.2</b>	Types of customs broker's licence and conditions is explained
<b>5</b>	<b>Apply Incoterms to the movement of cargo</b>	<b>5.1</b>	Purpose and different types of Incoterms are interpreted
		<b>5.2</b>	Responsibilities, obligations and risks to the parties under Incoterms are explained
		<b>5.3</b>	Incoterms are applied as required
<b>6</b>	<b>Identify documentation used in border clearance</b>	<b>6.1</b>	Required documentation is identified
		<b>6.2</b>	Documentation meeting clearance requirements is confirmed
		<b>6.3</b>	Commercial documents matching transport documents is confirmed
<b>7</b>	<b>Identify methods of payment</b>	<b>7.1</b>	Methods of payment for international trade are identified
		<b>7.2</b>	Parties involved in international trade and international movement of cargo are identified
<b>8</b>	<b>Manage information</b>	<b>8.1</b>	Requirements for the retention of documents and electronic data are explained
		<b>8.2</b>	Retention of communications is explained
<b>9</b>	<b>Identify insurance options</b>	<b>9.1</b>	Marine insurance options are explained
		<b>9.2</b>	Concepts of general average and force majeure are explained
		<b>9.3</b>	Procedures to handle pillage, damage and/or loss are explained
		<b>9.4</b>	Other relevant liability insurance options are explained

## 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 Guide at:  
[sector webpage link here]

## Assessment Requirements for TLIX0035 Apply knowledge of border clearance fundamentals

### Modification History

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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 one occasion and include:

- describing processes to obtain a customs broker licence
- explaining record management including retention of communication and documentation
- explaining relevant liability insurance options
- identifying and matching required border clearance documentation
- identifying methods of payment for international trade
- interpreting and applying Incoterms.

### 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:

- concepts of general average and force majeure
- impact of the following when preparing information for border clearance including:
  - importance and role of commercial documentation, including bills of lading, waybills and air waybills in moving cargo
- Incoterms responsibilities, obligations and risks
- method of payment:
  - bills of exchange and their implications
  - letters of credit and their implications for cargo movement and customs broking activities
- procedures for handling pillages, damage and/or loss
- relevant customs and related legislation and codes for importing cargo
- role of parties involved in international cargo movement including:
  - World Customs Organization (WCO)
  - World Trade Organization (WTO)
- safety of transport activities including:

- transport activities as defined by the Heavy Vehicle National Law (HVNL) or applicable state/territory law and regulations
- parties in the chain of responsibility and the concept of level of influence and control.

## Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

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 must include access to:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals.

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