

# TLILC0003

## LICENCE TO OPERATE A FORKLIFT TRUCK



**RTO Name:** College of Warehousing (Australia) Pty Ltd

# ABOUT THIS COURSE

This unit specifies the skills and knowledge required to operate a forklift truck safely in accordance with all relevant legislative requirements. Competence in this unit, does not in itself result in a HRWL licence to operate this plant.

Forklift truck means a powered industrial truck equipped with lifting media made up of a mast and an elevating load carriage to which is attached a pair of fork arms or other attachments that can be raised 900 mm or more above the ground, but does not include a pedestrian-operated truck or a pallet truck. A person performing this work is required to hold a forklift truck High Risk Work Licence (HRWL).

## Licensing/Regulatory Information

Legislative and regulatory requirements are applicable to this unit of competency.

This unit is based on the licensing requirements of Part 4.5 of the Model Work Health and Safety (WHS) Regulations and meets Commonwealth, State and Territory HRWL requirements.

The National Assessment Instrument (NAI) is the mandated assessment for the HRWL to operate the relevant licencing class as detailed in this unit.

## Unit Structure

The course is comprised of a single unit of competency.

This unit requires a person operating a forklift truck to:

- plan for the work/task
- prepare for the work/task
- perform work/task
- pack up

## COURSE DURATION

- ✓ 30 hours (over 3 days with pre-course study)

## MODE OF DELIVERY

- ✓ The training and assessment activities that comprise this course are a blend of classroom-based learning, practical skills, learning activities and mandated assessments in a realistically simulated workplace.

## TRAINER RATIO

- ✓ 1 trainer for 6 learners. In order to allow for quality training during practical activities, this ratio must be applied. If learner number exceeds 6 on a course a second trainer must be allocated to assist with the practical training.

## LOCATIONS OF DELIVERY

- ✓ The course will be delivered using a combination of classroom-based instruction and practical skills development sessions (utilising College of Warehousing forklift and simulated warehouse). Training will be coordinated from College of Warehousing hired facility or at our client's premises if appropriate (inspection prior to ensure adequacy of training venue utilising our training venue suitability check list).

The program is delivered over approximately 30 hours and is comprised of:

- 6 hours of pre-course study
- 12 hours of supervised training
- 4 hours of supervised assessment
- 8 hours – high risk work assessment



# ENTRY REQUIREMENTS

## Minimum Age

- Learners must be 18 years or older

## Language, literacy and numeracy

- The course is delivered using the English language. The course does not involve complex use of language or writing skills. Noting this, some participants will use English as their second language and care must be taken to ensure these learners are supported in their learning. The National Assessment Instrument (NAI) mandates that assessment be undertaken in English without the aid of an interpreter, therefore persons not meeting this criteria will not be permitted to undertake the NAI for the High Risk Work Licence.
- College of Warehousing will assess a learner's LLN skills in the following ways:

1. Ask the learner to self-identify on the enrolment form
  2. Ask the learner to self-identify during the learner enrolment interview
  3. During the LLN interview (if required)
  4. During LLN diagnostic assessment (if required)
- Learners will be required to participate in a written assessment (this may be conducted verbally if required), complete a written risk assessment.

## Materials and equipment that the learner must provide

- Learner must come to class in comfortable clothing.
- Wear closed shoes (preferable hard caps). You will not be admitted with open shoes.

# TARGET LEARNERS

Persons currently employed in industry with a requirement to obtain a license to operate a forklift truck. Whilst learners are not assumed to have any specific pre-existing knowledge in operating a forklift truck, learners will typically have completed their workplace orientation and induction training and be familiar with foundation concepts relating to work health and safety including identifying hazards in the workplace, using PPE and completing Job Safety Analysis (JSA) safe work method statements (SWMS). It is also not unusual that some learners will have operated a forklift truck in the past.





# OTHER IMPORTANT INFORMATION

## ENROLMENT

Enrolling to this course requires that you complete our enrolment form and provide sufficient identification. Once you have enrolled, then you will receive access to your resources.

## FEES, CHARGES, TERMS AND CONDITIONS

For complete fee information, call us on 1800385807 or email [admin@colofwarehousing.com.au](mailto:admin@colofwarehousing.com.au)

## FURTHER INFORMATION

For further information about this course, please contact us on 1800385807 or email [admin@colofwarehousing.com.au](mailto:admin@colofwarehousing.com.au)