

Evidence analysis – VET Quality Framework

ORGANISATION DETAILS

Organisation's legal name	Industry Training Qld Pty Ltd
Trading name/s	Industry Training Qld Industry Training Qld Pty Ltd
RTO number (if any)	30477

REVIEW DETAILS

Type of review	Sanction
Audit number	EVRREC0001268
Date evidence received	26/04/2017
Date review conducted	3/05/2017

REVIEW TEAM

Review officer	Daniel Taylor
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SCOPE OF REVIEW

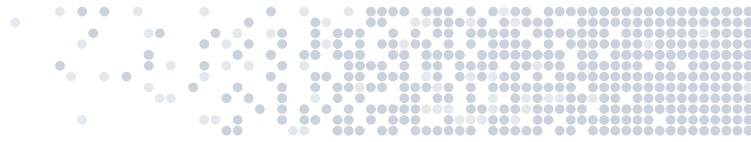
Code	Training Product	Mode/s of delivery/assessment*
TLILIC2005	Licence to operate a boom-type elevating work platform (boom length 11 meters or more)	Face to Face and Workplace
RIIWHS204D	<i>Work safely at heights</i>	Face to Face
AHC32816	Certificate III in Rural Operations	Face to Face and Workplace
RIIWHS202D	<i>Enter and work in confined spaces</i>	Face to Face
MSAPMOHS217A	<i>Gas test atmospheres</i>	Face to Face
TLI31616	Certificate III in Warehousing Operations	Face to Face and Workplace
TLI31216	Certificate III in Driving Operations	Mixed

*Apprenticeship, Traineeship, Face to face, Distance, Online, Workplace, Mixed, Other (specify)

FINDING FOLLOWING EVIDENCE REVIEW

Finding as at 3/05/2017: Compliant

- The level of non-compliance considers the potential for an adverse impact on the quality of training and assessment outcomes for students.
- If non-compliance has been identified, this analysis describes evidence of the non-compliance.



Clause 1.4 The RTO meets all requirements specified in the relevant training package or VET accredited course.

Finding: Compliant

Outstanding non-compliance

TLILIC2005 Licence to operate a boom-type elevating work platform (boom length 11 meters or more)

RIIWHS204D Work safely at heights

AHC32816 Certificate III in Rural Operations

AHCMOM212 Operate quad bikes

RIIWHS202D Enter and work in confined spaces

MSAPMOHS217A Gas test atmospheres

TLI31616 Certificate III in Warehousing Operations

TLIA3039 Receive and store stock

TLIF1001 Follow work health and safety procedures

TLI31216 Certificate III in Driving Operations

TLIE1005 Carry out basic workplace calculations

TLIF1001 Follow work health and safety procedures

Evidence provided:

- assessment tools as detailed in Clause 1.8

The organisation did not demonstrate that:

- assessment practices are consistent with the requirements of each training product as identified in clause 1.8.

Analysis of evidence

- The organisation provided evidence to address the non-compliances identified in Clause 1.8. (Refer to Clause 1.8)

Clause 1.8 The RTO implements an assessment system that ensures that assessment (including recognition of prior learning):

- a) complies with the assessment requirements of the relevant training package or VET accredited course; and
- b) is conducted in accordance with the Principles of Assessment contained in Table 1.8-1 and the Rules of Evidence contained in Table 1.8-2.

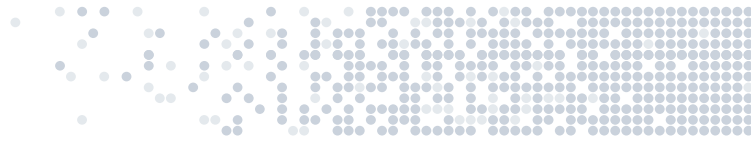
Finding: Compliant

Outstanding non-compliance

TLILIC2005 Licence to operate a boom-type elevating work platform (boom length 11 meters or more)

Evidence provided:

- Challenge Test – Theory & Practical
- Training Record Book Log Book
- Theory Assessment



- Practical Assessment
- Assessor Version Assessment Instrument

The assessment tools did not demonstrate the RTO has implemented an assessment system that ensures assessment:

- a) complies with the assessment requirements of the Training Package; and
- b) is conducted in accordance with the Principles of Assessment contained in table (1.8.1) and the Rules of evidence contained in table (1.8.2).

Specifically

- It was unclear how the Practical Assessment addressed all of the unit requirements as there was no evidence of the students being required to demonstrate the following as required by Performance Evidence of the unit:
 - using communications signals including:
 - luff boom down – hand
 - luff boom down – whistle and/or two-way radio
 - luff boom up – hand
 - luff boom up – whistle and/two-way radio
 - stop – hand
 - stop – whistle and/or two-way radio
 - telescope out – hand
 - telescope out – whistle and/or two-way radio
 - telescope in – hand
 - telescope in – whistle and/or two-way radio.

RIIWHS204D Work safely at heights

Evidence Provided

- Assessment Test Paper – Knowledge and Practical Assessment Candidate Copy
- Assessment Test Paper – Knowledge and Practical Assessment Trainers Copy

The assessment tools did not demonstrate the RTO has implemented an assessment system that ensures assessment:

- b) is conducted in accordance with the Principles of Assessment contained in table (1.8.1) and the Rules of evidence contained in table (1.8.2).

Specifically:

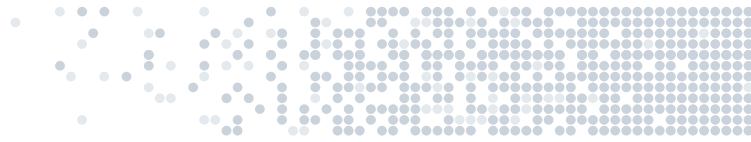
- The Assessment Test Paper – Knowledge and Practical Assessment Trainers Copy and Assessment Test Paper – Knowledge and Practical Assessment Candidate Copy contains tables containing work tasks the students are to perform and a column for the assessor to mark yes or no if they have been determined competent for each task. However the documents are not valid evidence collection tools as they do not include observable tasks nor clearly articulate the performance levels required, that ensure performance standards are consistent with the requirements of the unit of competency and that sufficient evidence is gathered and reliable assessment judgments are made by assessor/s.

AHC32816 Certificate III in Rural Operations

AHCMOM212 Operate quad bikes

Evidence provided:

- *Written and Practical Assessment Marking Guide*



- *Written and Practical Assessment*

The assessments tools provided do not ensure:

- a) Assessment complies with the assessment requirements of the relevant training package nor do they
- b) Assessment is conducted in accordance with the Principles of Assessment contained in Table 1.8-1 and the Rules of evidence contained in Table 1.8-2,

Specifically:

- The Written assessment contains 8 short answer questions and 80 true or false questions which do not sufficiently address the Knowledge Evidence requirements of the unit, specifically there was no evidence the candidates must demonstrate knowledge of:
 - hazards and risks associated with quad bike use
 - components, controls and features of quad bikes and their functions
 - a range of quad bikes and functional applications
 - operating principles and operating methods of quad bikes
 - manufacturer's instructions, including but not exclusive to the operating manual
 - movement including riding on uneven or steep terrain
 - effects of different riding surfaces and terrain conditions on the operation of quad bikes.

In addition, the practical assessment did not provide sufficient information to the students or assessor on the tasks to be performed as the instructions are a direct copy of the Performance Criteria. Therefore there was no evidence that the candidates are required to demonstrate that they can:

- identify hazards and risks associated with quad bike use
- identify safe work areas
- select, fit correctly, use and maintain personal protective equipment including helmets
- operate quad bikes in a range of riding surface conditions and terrain conditions
- steer, manoeuvre, position and stop the quad bike in a smooth and controlled manner
- apply hand-eye coordination and correctly transfer body weight (active riding) to maintain bike stability including riding on uneven or steep terrain
- follow enterprise work health and safety procedures
- unload and load quad bike safely
- follow wash-down procedures in line with biosecurity guidelines.

RIIWH202D Enter and work in confined spaces

Evidence provided:

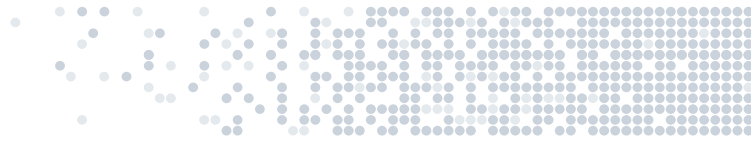
- Theory and Practical Exam
- Observation Checklist – Confined Space Entry 1 of 2
- Observation Checklists – Confined Space Entry 2 of 2

The assessment tools did not demonstrate the RTO has implemented an assessment system that ensures assessment:

- b) is conducted in accordance with the Principles of Assessment contained in table (1.8.1) and the Rules of evidence contained in table (1.8.2).

Specifically:

- The Observation Checklists contained a list of tasks the students were to perform and a column the assessor marks if the student was competent or not yet competent. However it did not include observable tasks nor clearly articulate the performance levels required, that ensure performance standards are consistent with the requirements of the unit of competency and that sufficient evidence is gathered and reliable assessment judgments are made by assessor/s.



MSAPMOHS217A Gas test atmospheres

Evidence provided:

- Theory and Practical Exam
- Observation Checklist – Gas Test 1 of 2
- Observation Checklist – Gas Test 2 of 2

The assessment tools did not demonstrate the RTO has implemented an assessment system that ensures assessment:

- b) is conducted in accordance with the Principles of Assessment contained in table (1.8.1) and the Rules of evidence contained in table (1.8.2).

Specifically:

- The Observation Checklists contained a list of tasks the students were to perform and a column the assessor marks if the student was competent or not yet competent. However it did not include observable tasks nor clearly articulate the performance levels required, that ensure performance standards are consistent with the requirements of the unit of competency and that sufficient evidence is gathered and reliable assessment judgments are made by assessor/s

TLI31616 Certificate III in Warehousing Operations

TLIA3039 Receive and store stock

TLIF1001 Follow work health and safety procedures

TLI31216 Certificate III in Driving Operations

TLIE1005 Carry out basic workplace calculations

TLIF1001 Follow work health and safety procedures

Evidence Provided:

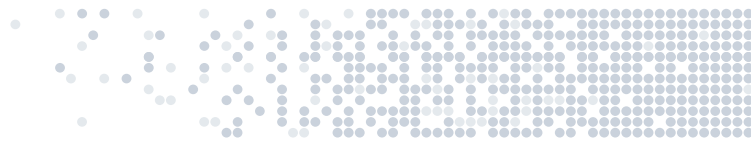
- *Formative Assessments*
- *Summative Assessment 1*
- *Summative Assessment 2*
- *Observation Report*

The assessment tools did not demonstrate the RTO has implemented an assessment system that ensures assessment:

- b) is conducted in accordance with the Principles of Assessment contained in table (1.8.1) and the Rules of evidence contained in table (1.8.2).

Specifically:

The Observation Report contained a list of tasks the students were to perform and a column the assessor marks if the student was competent or not yet competent. However it did not include observable tasks nor clearly articulate the performance levels required, that ensure performance standards are consistent with the requirements of the unit of competency and that sufficient evidence is gathered and reliable assessment judgments are made by assessor/s.



Analysis of evidence

TLILIC2005 Licence to operate a boom-type elevating work platform (boom length 11 meters or more)

Evidence provided:

- EWP Challenge Test – Marking Guide
- EWP Challenge Test – Theory & Practical Assessment
- TLILIC2005 - Assessment Mapping
- Theory Assessment
- WP Assessment Instrument Elevating Work Platform (boom length 11 metres or more) Assessor version

The EWP Challenge Test – Theory & Practical Assessment included under Practical training task 2 the requirement for students to demonstrate the following as required by Performance Evidence of the unit:

- using communications signals including:
 - luff boom down – hand
 - luff boom down – whistle and/or two-way radio
 - luff boom up – hand
 - luff boom up – whistle and/two-way radio
 - stop – hand
 - stop – whistle and/or two-way radio
 - telescope out – hand
 - telescope out – whistle and/or two-way radio
 - telescope in – hand
 - telescope in – whistle and/or two-way radio.

RIIWHS204D Work safely at heights

Evidence provided:

- Practical Assessment - Assessor's Guide (Benchmark)
- Practical Assessment - Candidate Copy
- Assessment Mapping

The Practical Assessment – Assessor's Guide (Benchmarking) document includes a practical assessment marking sheet that includes the Work Task to be performed and clearly articulate the performance levels required, that ensure performance standards are consistent with the requirements of the unit of competency and that sufficient evidence is gathered and reliable assessment judgments are made by assessor/s.

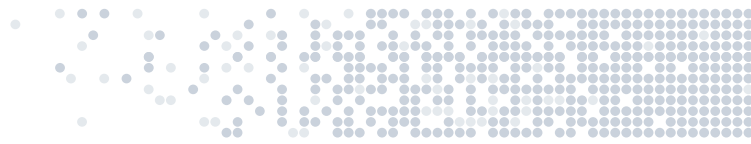
AHC32816 Certificate III in Rural Operations

AHCMOM212 Operate quad bikes

Evidence provided:

- Operate quad bikes Practical Observation (Assessor's Guide - Benchmark)
- Operate quad bikes Practical Observation (Candidate)
- Quad Bike Theory Assessment
- Theory Assessment (Assessor's Guide/ Benchmark)
- AHCMOM212 Validation
- Quad Bike Assessment Mapping

The Quad Bike Theory Assessment and Practical Observation contain written questions and scenarios



which require the students to demonstrate knowledge of:

- hazards and risks associated with quad bike use
- components, controls and features of quad bikes and their functions
- a range of quad bikes and functional applications
- operating principles and operating methods of quad bikes
- manufacturer's instructions, including but not exclusive to the operating manual
- movement including riding on uneven or steep terrain
- effects of different riding surfaces and terrain conditions on the operation of quad bikes.

The Practical Observation assessments provide sufficient information to the students and assessor on the tasks to be performed, and the criteria by which competency is measured. The organisation has demonstrated that candidates are required to demonstrate that they can:

- identify hazards and risks associated with quad bike use
- identify safe work areas
- select, fit correctly, use and maintain personal protective equipment including helmets
- operate quad bikes in a range of riding surface conditions and terrain conditions
- steer, manoeuvre, position and stop the quad bike in a smooth and controlled manner
- apply hand-eye coordination and correctly transfer body weight (active riding) to maintain bike stability including riding on uneven or steep terrain
- follow enterprise work health and safety procedures
- unload and load quad bike safely
- follow wash-down procedures in line with biosecurity guidelines.

RIIWH202D Enter and work in confined spaces

Evidence provided:

- Assessment Mapping
- Practical Observation Assessor Guide (Benchmark)
- Practical Observation Candidate Assessment

The Practical Observation Assessor Guide (Benchmark) document includes a practical assessment marking sheet that includes the Work Task to be performed and clearly articulate the performance levels required that ensure performance standards are consistent with the requirements of the unit of competency and that sufficient evidence is gathered and reliable assessment judgments are made by assessor/s.

MSAPMOHS217A Gas test atmospheres

Evidence provided:

- *Practical Assessment - Assessor's Guide (Benchmark)*
- *Practical Assessment - Candidate Copy*
- *Assessment Mapping*

The Practical Assessment - Assessor's Guide (Benchmark) document includes a practical assessment marking sheet that includes the Work Task to be performed and clearly articulate the performance levels required, that ensure performance standards are consistent with the requirements of the unit of competency and that sufficient evidence is gathered and reliable assessment judgments are made by assessor/s.

TLI31616 Certificate III in Warehousing Operations

TLIA3039 Receive and store stock

TLIF1001 Follow work health and safety procedures

TLI31216 Certificate III in Driving Operations

TLIE1005 Carry out basic workplace calculations



TLIF1001 Follow work health and safety procedures

Evidence provided:

- Carry out basic workplace calculations Assessor's Guide (Benchmark)
- Carry out basic workplace calculations Practical Observation
- TLIE1005 Mapping
- TLIE1005 validation and mapping
- TLIF1001 Follow work health and safety procedures Practical Observation (Assessor's Guide & Benchmark)
- TLIF1001 Follow work health and safety procedures Practical Observation (Candidate)
- TLIF1001 Mapping
- TLIF1001 validation and mapping
- TLIA3039 - Assessment Mapping
- Receive and store stock Practical Observation (Assessor's Guide - Benchmark)
- Receive and store stock Practical Observation (Candidate)

The Assessor's Guide (Benchmark), Practical Observation (Assessor's Guide & Benchmark) used for each of the three units above include practical assessment marking sheets that include the Work Tasks to be performed and clearly articulate the performance levels required, that ensure performance standards are consistent with the requirements of the unit of competency and that sufficient evidence is gathered and reliable assessment judgments are made by assessor/s.

Clause 2.1

The RTO ensures it complies with these Standards at all times, including where services are being delivered on its behalf. This applies to all operations of an RTO within its scope of registration.

Finding:Compliant

Outstanding non-compliance

- The registered training organisation's Chief Executive has not ensured that the registered training organisation has complied with the Standards for Registered Training Organisations (RTOs) 2015 as identified by the non-compliances in this report.

Analysis of evidence

- The organisation provided evidence that satisfactorily rectifies all areas of non-compliance identified in the audit report.

Clause 3.1

The RTO issues AQF certification documentation only to a learner whom it has assessed as meeting the requirements of the training product as specified in the relevant training package or VET accredited course.

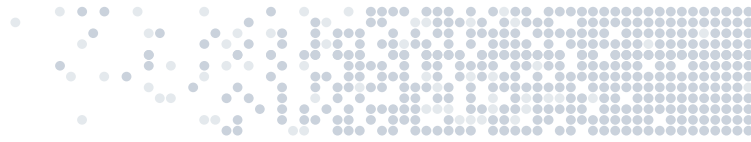
Finding:Compliant

Outstanding non-compliance

AHC32816 Certificate III in Rural Operations

AHCMOM212 Operate quad bikes

TLILIC2005 Licence to operate a boom-type elevating work platform (boom length 11 meters or more)



- The organisation did not demonstrate that it issues AQF certification documentation only to a learner whom it has assessed as meeting the requirements of the training product as specified in the relevant training package.

Specifically:

- Non-compliances at Clause 1.8 identified that assessment tools for the above training products did not meet the requirements of the relevant Training Package.

Analysis of evidence

AHC32816 Certificate III in Rural Operations

AHCMOM212 Operate quad bikes

TLILIC2005 Licence to operate a boom-type elevating work platform (boom length 11 meters or more)

- Evidence provided:
 - Direct response to the Clause 3.1 non-compliance
 - Industry Training QLD Pty Ltd Company Handbook
 - Version Control Log
 - In its response the organisation identified the changes it has made to ensure that the non-compliances identified under this clause are not repeated. Specifically, the organisation has made changes to its company handbook which has been reissued to all trainer assessors informing them of their responsibilities with regards to the delivery and completion of training and assessment. These updates are supported by validated assessment tools and a version control log.
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