

STUDENT HANDBOOK



DESERT TO COAST
TRAINING AND ASSESSING

Desert To Coast Training and Assessing
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1. About us

Desert to Coast Training and Assessing is a family-owned and operated business with our main focus being customer satisfaction. We pride ourselves on ensuring we provide the utmost of quality training and assessment to our students and love nothing more than to hear back from you about how we can improve. Word of mouth is our strongest asset here at Desert to Coast, which is why we only employ the best of the best when it comes to our training. Head over to our Facebook page to read some positive reviews from real customers!

Desert to Coast Training and Assessing is an approved DTMI provider and we also occasionally partner with the Central Regional TAFE and Department of Local Government, Industry Regulation and Safety (LGIRS) to provide High Risk Tickets and Mine Site VOCs.

Please find below all important information:

DTMI Provider number: 684

LGIRS Provider Number: WA-T-APPS15/15

CR TAFE RTO Code: 52789

Desert To Coast RTO number: 52388

2. Welcome to Desert to Coast Training

This handbook has been created for all students interested in enrolling in a Vocational Education and Training (VET) program with Desert to Coast Training and Assessing. It outlines your rights and responsibilities and references key policies.

Before submitting your enrolment, please make sure you have read and understood the information provided about your chosen training program.

If you have any questions about this handbook or any of our courses, our team is happy to assist.

You can contact us on (08) 9923 1088 or email enquiries@deserttocoast.com.au.

We look forward to supporting you throughout your training journey!

3. Legislation

In Australia, Registered Training Organisations (RTOs) must comply with national and state specific legislation to ensure quality training and assessment. The key legislation governing RTOs in Australia includes:

1. National Vocational Education and Training Regulator Act 2011 (NVETR Act)
2. The 2025 Revised Standards for Registered Training Organisations (RTOs) made up by

- The Outcome Standards
- The Compliance Requirements
- The Credential Policy

3. Work Health and Safety Act 2020 (WHS Act)

4. Equal Opportunity Act 1987 (WA)

This state legislation prohibits discrimination in education, employment, and training based on attributes like race, gender, disability, and more. RTOs must ensure equal access and opportunity for all students in Western Australia.

5. Privacy Act 1988 (Commonwealth)

RTOs in Western Australia must comply with the Privacy Act and its Australian Privacy Principles, which regulate the collection, storage, and use of personal information.

6. Equal Opportunity Act 1984 (WA)

7. Disability Discrimination Act 1992 (Cth)

8. Australian Human Rights Commission Act 1986

4. Safety and Health

Students are expected to act in a safe manner at all times. You should report any incidents you have as soon as possible after the incident. If unsure, talk to your trainer in the first instance.

If you see any hazards which arise during the course of your training, bring it to the trainer's attention straight away. Hazards are to be fixed wherever possible and then reported. If they can't be fixed, they are to be barricaded and reported after ensuring the area is safe.

5. Induction Procedures

Desert to Coast Training and Assessing aims to provide students with information that will assist them in all aspects of their training and to make the transition into a training environment an easy and enjoyable one. Training staff will be responsible for ensuring that:

- All students are provided with an electronic copy of this handbook by email prior to beginning their training.
- Students attending training at Desert to Coast Training and Assessing premises are inducted onto our site. Our induction identifies the training environment, housekeeping standards and occupational health and safety requirements, facilities and amenities.
- All course content and assessment requirements and conditions are discussed with all students prior to the commencement of each course. Students are advised that if they require additional assistance, to discuss any requirements with the course trainer or manager.

6. Desert to Coast Training and Assessing premises

It is important that you read and understand the following safety information:

The maximum speed limit for all vehicles on site is 10 km per hour.

Whilst on site everyone should recognise and understand that heavy vehicles such as trucks and cars may be in the vicinity.

All students involved in training should ensure they are wearing *enclosed* footwear. This does not include thongs/sandals/crocs.

Please do not lean/rock on seating provided.

Students who feel that they are not fit or capable to undertake training for whatever reason should inform the trainer immediately.

Under no circumstances is alcohol or any illegal drugs to be consumed whilst on site.

Students using prescription medication should inform their trainer immediately. This may affect their ability to perform tasks in a safe manner.

In the event of an emergency, all staff and students shall proceed in an orderly manner to the emergency assembly point, located in the rear car park and wait for further instructions.

In the event of an accident/incident occurring, this should be reported as soon as possible to your trainer, or to the main office if this is not practicable.

In the event of a hazard being identified, this should be reported as soon as possible to your trainer or to the main office, if this is not practicable.

First aid facilities are available in the trainer's offices and in the main office.

6.1 Smoking

Is only permitted outside and in no circumstances within any buildings or vehicles.

6.2 Parking

On-site parking available.

6.3 Tea and Coffee

Breaks vary by course. Free tea and coffee are available in the lunchroom, along with general kitchen facilities (fridge and microwave) available for student use. Lunch bar facilities are available a short walking distance away.

6.4 Holidays

Desert to Coast Training and Assessing is not open on public holidays however, weekend training may be scheduled.

Contact during weekday training - If anybody needs to contact you during training, they are able to leave a message at reception on 9923 1088. It will be communicated via your trainer when there is an appropriate break. In the event of an Emergency, messages will be relayed immediately.

Contact during weekend training - The main office is not manned on a weekend, and phones will not be answered.

6.5 Mobile Phones

We request that all mobile phones are turned off or on silent. If you are expecting an important call, please discuss this with the trainer, prior to the class commencing.

7. Fees and Charges

7.1 Notification of Fees and Charges Prior to Enrolment

Students will be notified of all relevant course fees and charges prior to enrolment by email or by collection from Desert to Coast Training and Assessing which are open between the hours of 8 am to 4 pm, Monday to Friday. For current course fees and charges contact the Desert to Coast Training and Assessing office on (08) 9923 1088.

7.2 Deposits

A deposit of 50% (capped at \$1500) of the total course fees may be requested at the discretion of the General Manager. Where training is to occur over multiple days, Desert to Coast Training and Assessing may request that a percentage of the total course fees are paid pro rata prior to the start of each day's training.

7.3 Holding of Deposit Fees

Desert to Coast Training and Assessing will hold deposit and/or pro rata fees in a nominated bank account separate from consolidated revenue. If Desert to Coast is unable to deliver the course, you will be contacted to either move the training date or to refund the fees paid.

7.4 Full Payment Required

Prior to the issuance of a Statement of Attainment, Desert to Coast Training and Assessing may request full payment of all outstanding course fees and charges.

8. Refund Policy

Where a student is unable to attend due to hospitalisation prior to course commencement – full refund.

Cancellations can be made by phone, mail, e-mail or in person.

If a cancellation is received five or more working days prior to course commencement, the full amount will be refunded.

If a cancellation is received within five working days prior to course commencement, a cancellation fee will be applied.

Desert to Coast Training and Assessing reserves the right to cancel any course if insufficient bookings are received. Should this occur, those who registered will be informed and their course fees refunded in full or credited to the next scheduled course. If the RTO cannot complete the program, students will either be placed into an equivalent course or have fees in excess of \$1,500 refunded, in accordance with the Compliance Requirements.

8.1 Full refunds

Students who withdraw are entitled to a full refund of fees and charges where:

- A course/qualification or unit is cancelled or re-scheduled to a time unsuitable to the student.
- A student is not given a place due to maximum number of places being reached.

Accountable officers can approve a full refund of fees at any time during delivery if a class is cancelled because of declining student numbers, no available lecturer, or due to other circumstances caused by the RTO.

8.2 Pro rata refunds

Accountable officers can approve a pro rata refund of fees and charges at any time during the course of delivery if students withdraw for reasons of personal circumstances beyond their control.

For example:

- serious illness resulting in extended absence from class.
- injury or disability that prevents the student from completing their program of study, or other exceptional reasons at the discretion of the accountable officer.

In all cases, relevant documentary evidence (for example, medical certificate) is required.

Details of all refunds should be retained for audit purposes, and the enrolment form annotated to show that a refund has been given.

9. Student Support (External agencies)

Students with special needs are advised to speak to a staff member to arrange an appropriate referral where external support is required, prior to the commencement of training. Each of the Training courses on offer at Desert to Coast Training and Assessing have an Australian Counselling Services (ACS) Flyer, offering free counselling service to RTO's and Students, attached as a resource. This is to support any Mental wellness requirements.

Students are encouraged (but not required) to disclose any disability or special learning need prior to enrolment; the RTO will work with the student to identify and implement reasonable adjustments to training and assessment; students who need adjustments should contact the Training Manager to discuss their needs confidentially.

The LLN and Disability resources are available at:

If students are not registered with a Network Agency / Centrelink:

Reading Writing Hotline

<http://www.readingwritinghotline.edu.au>

Phone: 1300 655 506

Disability Services Commission:

City of Greater Geraldton

78 Forrest St. Geraldton WA 6530.

(08) 6167 7717

Email: admin_mid-west@communities.wa.gov.au

Area Manager: 0428 960 582, 0438 967 920

If you are facing challenges and/or require counselling or personal support, there are several professional organisations available to provide the assistance you need. These include:

Emergency Australia: Call 000 if you, or someone's life is in danger

Beyond Blue: Call 1300 224 636, 24 hours/7 days a week, chat online or email via webpage:

www.beyondblue.org.au

Lifeline: Call 13 11 14, 24 hours/7 days a week, or text 0477 131 141 www.lifeline.org.au

Crises Care Helpline: 1800 199 008 or 08 9223 1111, 24 hours/7 days a week

Salvation Army: 13 SALVOS (13 72 58) or www.salvos.org.au

13 Yarn: Call 139276, 24 hours/7 days a week or email enquiries@13yarn.org.au for Aboriginal & Torres Strait Islander people

Kids Helpline: Call 1800 551 800, 24 hours/7 days a week for young people aged 5 – 25

Welfare and guidance services

Desert to Coast Training and Assessing has staff available for student counselling. Please speak to your trainer, Training Manager or enquire at Reception.

10. Desert to Coast Training Code of Conduct

Desert to Coast Training and Assessing is committed to maintaining high standards of professionalism, ethics, and quality in all aspects of our training and assessment services. This Code outlines the key principles guiding our behaviour and operations.

10.1 Integrity and Ethics

We act honestly, fairly, and transparently in all dealings.

Information provided to students, clients, and regulators is always accurate and truthful.

10.2 Compliance with Legislation

We comply with all relevant laws and standards, including:

National Vocational Education and Training Regulator Act 2011

2025 Standards for RTOs

Work Health and Safety Act 2020

Work Health and Safety Regulations 2022

Privacy Act 1988

10.3 Quality Training and Assessment

We provide training and assessment that meets industry and learner needs.

All trainers and assessors hold credentials that meet the requirements of the Credential Policy, forming part of the Standards for NVR Registered Training Organisations 2025.

10.4 Student-Focused Approach

We prioritise student welfare and success.

Support, guidance, and learning resources are provided to help students achieve their goals.

10.5 Access and Equity

Desert to Coast Training and Assessing is committed to the principle of promoting equal opportunities. Desert to Coast Training and Assessing accepts responsibility as an employer and training provider to take active steps to eliminate discrimination in all aspects of Desert to Coast Training and Assessing work and expects employees to maintain these standards at all times.

10.6 Accountability and Transparency

Records are complete, accurate, and securely maintained.

We communicate openly and are accountable to students, staff, and regulators.

10.7 Continuous Improvement

We regularly review and improve our services based on feedback and performance outcomes.

All Desert to Coast Training and Assessing staff are available for students to provide feedback to at any time. Students may complete an *Opportunity for Improvement Form* which will be submitted to

our regular management meeting for review and consideration. At the completion of a course, the student will also be issued with a *Student Satisfaction Survey* via our Student Management system (RTOPILOT). This is a nationally consistent survey tool which is designed to collect feedback from students about their experience with an RTO and in undertaking nationally recognised training. The student's completion and return of this survey is important to Desert to Coast Training and Assessing for our ongoing improvement of services and to enable us to report this information as part of our reporting obligations. The outcomes and feedback gathered through this survey is to be collated and analysed to identify opportunities for improvement. These are to be recorded using the *Continuous Improvement Report* and submitted to our regular management meeting for review and consideration.

Training and assessment practices are kept current and effective.

10.8 Privacy and Confidentiality

Desert to Coast Training and Assessing safeguards all personal information in accordance with the *Privacy Act 1988*. We ensure that:

- Only necessary information is collected.
- Stakeholders are informed of how their data is used.
- Data is stored securely and used only for authorised purposes.
- Individuals can access and correct their information.
- Assessment evidence is securely retained for a minimum of two years after course completion.
- Students and former students may request copies of their training records and AQF certification documentation by contacting Desert to Coast Training and Assessing administration.
- Desert to Coast is required to collect and report student data through AVETMISS (the Australian Vocational Education and Training Management Information Statistical Standard) to the National Centre for Vocational Education Research (NCVER) and to state training authorities
- The student's personal and training data may be shared with government agencies for statistical and regulatory purposes as required by law.

10.9 Safety and Wellbeing

A safe and healthy environment is provided for students and staff.

All activities and facilities comply with relevant WHS legislation.

10.10 Professionalism

Staff and Students act with respect, courtesy, and professionalism at all times.

Conduct reflects the values and standards of Desert to Coast Training and Assessing.

Breaches of this Code of Conduct may result in a warning, suspension from training, or termination of enrolment at the discretion of Desert to Coast Training and Assessing management. Decisions will be made fairly, with the student given an opportunity to respond.

By following this Code, Desert to Coast Training and Assessing ensures ethical conduct, quality outcomes, and a positive learning environment for all.

10.11 Attendance Policy

All students are required to begin their training on time as per booking details. Late attendance may result in the refusal of course entry and course fees will be forfeited.

10.12 Change of Contact Details

If you have changed your address or telephone number, please inform your trainer or reception as soon as possible.

11. Training Information

11.1 Responsibilities of Desert to Coast Training and Assessing

It is the responsibility of Desert to Coast Training and Assessing to provide quality training and assessment to our students, ensuring that we are consistently compliant with the 2025 Standards for RTOs. As part of this compliance, we must issue certification documents in the form of Statements of Attainment (SoAs) complying to the Australian Qualifications Framework. Should there be a change in any agreed services between Desert to Coast Training and Assessing, and the selected student, it is our responsibility as a Registered Training Organisation to notify the student at the earliest possible time. Students of Desert to Coast Training and Assessing have the right to request and access their training records. Please see administration for directions.

Contact methods: You can phone the office or email during business hours: 8:00 am - 4:00pm. Mondays to Fridays. The expected response timeframe is within 2 business days, training support is available throughout the duration of the training product, not just during class time. Contact details are available on our website

11.2 Provision of Training and Assessment Resources

Desert to Coast Training and Assessing will provide the student with all necessary resources to complete their training and assessment. This could include safety glasses, safety helmets, hearing protection, hand protection, paperwork, writing equipment etc.

Students are to present themselves on course with closed-in footwear and clothing appropriate for the course. For example, high visibility clothing with long sleeves where required. Specific clothing requirements for the course will be indicated to the student prior to the course commencement day.

11.3 Flexible Learning and Assessment Procedures

Desert to Coast Training and Assessing is committed to flexible delivery and is working toward providing greater options to our clients in terms of modes of delivery. We currently provide options such as:

- Optional times and venues where possible
- On-site training – remote and regional areas

Our courses have been designed to be flexible and fair to all students. We have ensured that we use a range of activities, teaching techniques, technology and ensure the use of relevant materials and resources.

11.4 Recognition of Prior Learning (RPL)

RPL is the process of collecting evidence about previous training and life experience. A qualified trainer/assessor then makes a judgement about whether competency has been attained through previous knowledge, activities and life experience. Students who believe that they have the skills and

knowledge to either partially or fully satisfy the requirements of their training and assessment may apply for RPL before commencement of training.

Desert to Coast Training and Assessing does not offer Recognition of prior Learning (RPL) for most courses. Due to the duration and cost of these short courses, vs the duration and cost of an RPL assessment, this would offer limited value to participants.

Should you still feel your prior knowledge would be sufficient, you would have to practically demonstrate requirements that are integral to the unit, have safety-critical competencies that requires being observed under controlled conditions and then undergo an assessment.

11.5 National Recognition/Credit Transfer

Under the National Standards Desert to Coast Training and Assessing is obligated to recognise the Qualifications and Statements of Attainment issued by other Registered Training Organisations (RTOs). Students wishing to apply for National Recognition must provide evidence in the form of original Statements of Attainment.

National Recognition is where the unit of competency enrolled in is the same or equivalent to the unit of competency for which a Statement of Attainment has been issued.

The course trainer/manager will review the evidence against the competency requirements for the unit/course. Desert to Coast Training and Assessing will require a copy to be kept on the student record. Credit for the National Recognition may be used towards any appropriate unit/course offered by Desert to Coast Training and Assessing. There is no cost for National Recognition.

11.6 Unique Student Identifier (USI)

Unless exempt under the *National VET Provider Collection Data Requirements Policy* available at: <https://www.education.gov.au/national-standards-and-reporting>, Desert to Coast Training and Assessing must only issue a qualification or statement of attainment to a learner after:

the learner has provided a verified USI, or

Desert to Coast Training and Assessing has applied for a USI on behalf of the learner.

See document: Student-Information-for-the-USI available at: <http://www.usi.gov.au/Training-Organisations/Pages/student-information-for-the-unique-student-identifier.aspx>

11.7 Provision of Language, Literacy and Numeracy Assistance

Some of the courses run by Desert to Coast Training and Assessing assume a base level of literacy and numeracy skills as required in industry. Please contact the Training Manager through reception if assistance with training and assessment services is required.

Desert to Coast conducts a pre-enrolment review of each student's LLN and digital literacy skills, that this may involve a brief LLN assessment tool, and that students will receive advice about whether the chosen course is appropriate for them based on this review

11.8 Assessments

A request to re-mark an assessment should be within four (4) weeks of the publication of the results. A \$50.00 charge for re-assessment and/or remarking is not refundable. Certificates/Statements of Attainment will not be issued while fees are left outstanding.

Key assessment principles, including: (a) AUTHENTICITY — assessment evidence must be the student's own genuine work; academic dishonesty or misrepresentation is not permitted; (b)

CURRENCY — evidence must demonstrate current skills; (c) REASONABLE ADJUSTMENTS — students may request adjustments if needed

11.9 Re-Assessment Policy

Students are able to appeal the recording of an 'NYC' for any Unit of Competency or learning outcome provided they had good attendance for that subject and had reasonable participation in all assessments. If a student is deemed NYC for part or all of a theory or practical assessment, reassessment must be offered in accordance with the requirements of the Unit(s) of Competency/Licence Requirements. Reassessment will be conducted in consultation with the Learner and Assessor.

11.10 Assessment Only

Desert to Coast Training and Assessing will offer the opportunity to undertake 'assessment only' through a Recognition of Prior Learning (RPL) process. A student may also apply for RPL at anytime during their program of study. Evidence considered inferring competence or meeting learning outcomes in an RPL assessment process must incorporate a component that determines the person is currently competent in the area being assessed.

11.11 Criterion for Appeal against Assessment Decision

Students may appeal against an Assessment decision under special criteria.

- ***Criterion 1:*** Subject requirements and assessment procedures were not published /told or were changed without notification in the beginning of subject.
- ***Criterion 2:*** Student claims that a mistake has been made in the assessment for the subject. An appeal under this criterion does NOT normally mean that a complete re-mark of a candidate's work will be made. It is a detailed check to ensure that no part of a student's performance has been overlooked.
- ***Criterion 3:*** Student has verifiable information regarding relevant and unavoidable circumstances, which directly and significantly affected student's performance in a subject. As a consequence, student believes that the result does not fairly reflect student's academic competence.

11.12 Procedure for making Appeals of Assessments

Stage 1 – Initial and informal appeal

This stage involves a direct communication between student and assessor with the purpose of discussing the matter openly to resolve the problem without further formality.

The appeal should be made and discussed within 10 Working days of the resulting. Student is entitled to put the appeal in writing at this stage or request and receive from the assessor a written response to the appeal. This response should clearly state the outcome of the appeal in terms of decisions or actions taken, together with a full explanation of these.

Stage 2 – Formal complaint or appeal

If the student is not satisfied with the outcome of Stage 1 or with the length of time taken to respond to the appeal, then he/she may submit the appeal in writing to the Manager. The Training Manager will respond to the appeal within a reasonable time, normally within 10 working days of receipt of the appeal, and will respond to the student in writing, clearly stating the outcome of the appeal with a full explanation of any decisions/actions taken.

Stage 3 – Appeal to State Regulator

If the student is not satisfied with the outcome of stage 2 or with the length of time taken to respond to the appeal, then he/she may submit the appeal in writing to the Training Accreditation Council of Western Australia. If the appellant believes that the RTO did not meet the requirements of the Outcome Standards during the appeal process, they can lodge a complaint at no cost to the Student.

11.12.1 How to lodge a complaint to TAC

1. Ensure you have provided the RTO with an opportunity to address the issues identified in your complaint.
2. Confirm the RTO is registered with TAC.
3. Read the TAC *Complaints About RTOs policy*.
4. Complete the complaint form below.

<https://rtoportal.tac.wa.gov.au/eform-complaint/>

11.13 Workplace Arrangements

Desert To Coast Training and Assessing does not engage in workplace training agreements with other organisations for the purposes of issuing Statements of Attainment for Nationally Recognised Training. No training or assessment is delivered by a third party on the RTO's behalf. Where Desert to Coast Training and Assessing is engaged to deliver training for the purposes of non-accredited Verification of Competency, the procedures of the external organisation will be followed except where these procedures would result in illegal or dangerous practices.

11.14 Issuing of Awards

Desert to Coast Training and Assessing is responsible for the quality of training and assessment in line with the 2025 Standards for Registered Training Organisations (RTO's). Following successful completion of Nationally Recognised Training the student will be issued with a Nationally Recognised Statement of Attainment within 30 calendar days of the completion of their successful assessment provided all their fees have been paid. This Statement of Attainment is recognised by all other RTO's within Australia.

11.15 Changes to Agreed Services

Desert to Coast Training and Assessing reserves the right to cancel any course if insufficient bookings are received. Should this occur, those who registered will be informed by telephone or email and their course fees refunded in full or credited to the next scheduled course. Please see section 8 Refund Policy for more information.

12. Complaints And Appeals

Desert to Coast Training and Assessing welcomes student feedback to help improve our services. Students may provide feedback at any time verbally to their trainer, in writing to the Compliance officer or Office Manager, or via the student portal feedback questionnaire. We also have a form available from reception. Feedback is reviewed and used to inform continuous improvement of our training programs.

Desert to Coast Training and Assessing acknowledges that it is the right of clients/students to complain. Desert to Coast Training and Assessing Complaints and Appeals Procedure is underpinned by an understanding that responding to client/student concerns and appeals will result in the delivery of a higher standard of service to all clients/students. The objective of the procedure is to reach a satisfactory solution for all parties involved. Appeals may involve complaints regarding

trainer(s), training materials, facilities, administration, a result of Not Yet Competent post assessment, or any other aspect of Desert to Coast Training and Assessing operations.

Where the student wishes to make a complaint or request an appeal, the student will be offered a copy of the Desert To Coast Training and Assessing Complaint Form.

At all stages of the grievance procedure, records of discussions and outcomes with reasons for decisions will be kept confidential by storing in a secure location accessible only by the Manager of Desert to Coast Training and Assessing.

If the matter is not resolved within five working days, to the satisfaction of all parties an appointment should be arranged with the client/student, his/her support person, any staff members directly involved in the grievance with the Desert to Coast Training and Assessing General Manager. The complainant will then be informed in writing of any progress or outcomes of their complaint within five working days.

Where Desert to Coast Training and Assessing considers more than 60 calendar days are required to process and finalise the complaint or appeal, Desert to Coast Training and Assessing will inform the complainant or appellant in writing, including reasons why more than 60 calendar days are required; and regularly update the complainant on the progress of the matter.

12.1 Complaints

A complaint is any expression of dissatisfaction with an action, product or service of Desert to Coast Training and assessing.

Matters about which complaints may be made include, but are not limited to:

- Information provided to clients by Desert to Coast Training and Assessing
- Delivery of training by Desert to Coast Training and Assessing
- The behaviour of Desert to Coast Training and Assessing's staff
- Student behaviour
- Assessment methods or processes
- Facilities or premises
- Record keeping
- Qualification/Statements of Attainment that have been issued/not issued
- Training and assessment resources

13. Specific Course Information

Training products currently on scope

Code	Title
AHCMOM213	Operate and maintain chainsaws
CPCCLDG3001	Licence to perform dogging
CPCCLRG3001	Licence to perform rigging basic level
CPCCLRG3002	Licence to perform rigging intermediate level
CPCCLSF2001	Licence to erect, alter and dismantle scaffolding basic level
CPCCLSF3001	Licence to erect, alter and dismantle scaffolding intermediate level

CPCWHS1001	Prepare to work safely in the construction industry
CPPFES2005	Demonstrate first attack firefighting equipment
CPPFES2010	Inspect and test fire hose reels
CPPFES2020	Conduct routine inspection and testing of fire extinguishers and fire blankets
CPPFES2027	Inspect, test and maintain non-gaseous pre-engineered fire-suppression systems
MSMWHS217	Gas test atmospheres
PUAFER005	Operate as part of an emergency control organisation
PUAFER008	Confine small emergencies in a facility
RIICOM201E	Communicate in the workplace
RIIWHS201E	Work safely and follow WHS policies and procedures
RIIWHS205E	Control traffic with stop-slow bat
RIIWHS302E	Implement traffic management plans
RIIVEH305F	Operate and maintain a four-wheel drive vehicle
RIIWHS202E	Enter and work in confined spaces
RIIWHS204E	Work safely at heights
TLIA1001	Secure cargo
TLID0015	Load and unload goods/cargo
TLIC3004	Drive heavy rigid vehicle
TLIC3005	Drive heavy combination vehicle
TLIC4006	Drive multi-combination vehicle
TLIB0002	Carry out vehicle inspection
TLIB2008	Carry out inspection of trailers
TLILIC0001	Licence to transport dangerous goods by road
TLILIC0003	Licence to operate a forklift truck
TLILIC0005	Licence to operate a boom-type elevating work platform (boom length 11 metres or more)
TLILIC0023	Licence to operate a slewing mobile crane (up to 60 tonnes)
TLILIC0024	Licence to operate a vehicle loading crane (capacity 10 metre tonnes and above)

13.1 Heavy Vehicle Driver Training

The following licences require successful completion of Nationally Recognised Training prior to application for the appropriate licence through Department of Transport (DTMI):

TLIC3004 Drive heavy rigid vehicle (Release date: 29 February 2016)

TLIC3005 Drive heavy combination vehicle (Release date: 29 February 2016)

TLIC4006 Drive multi-combination vehicle (Release date: 29 February 2016), which includes:

- TLIB0002 Carry out vehicle inspection [Release date: 04 July 2018],

- TLIB2008 Carry out inspection of trailers [Release date: 29 February 2016].

Desert to Coast Training and Assessing will issue a Statement of Attainment to the student following successful completion of training and assessment of the Unit(s) of Competency. One of Desert to Coast Training and Assessing assessors will then conduct a Department of Transport and Major Infrastructure (DTMI) Practical Driver Assessment (PDA) using the appropriate assessment tool.

N.B.

All students must hold and present the valid pre-requisite drivers licence prior to beginning training for all heavy vehicle training. Relevant pre-requisite licence information can be found at:

<http://www.transport.wa.gov.au/licensing/heavy-rigid-licence-hr.asp>

<http://www.transport.wa.gov.au/licensing/heavy-combination-licence-hc.asp>

<http://www.transport.wa.gov.au/licensing/multi-combination-licence-mc.asp>

Completion of training does not guarantee a student being granted a decision of competent leading to a Statement of Attainment being issued.

Successful completion of the Unit of Competency does not guarantee being issued a driver's licence. Successful completion of training or gaining a licence does not guarantee a student any particular employment outcome.

13.2 Dangerous Goods Training

TLILIC001 Licence to transport dangerous goods by road [Release date: 29 February 2016]. This Unit of Competency (UOC) is offered to enable the student to obtain a Statement of Attainment (SoA) which is recognised nationally. Obtaining this SoA is a necessary requirement for obtaining a Dangerous Goods Driver Licence. However, it is only one of several criteria for obtaining the licence.

To be eligible to apply for a licence the applicant must:

- be resident of Western Australia
- hold a current Motor Vehicle Driver's Licence appropriate to the class of vehicle being used
- pass a medical assessment against the standards in Assessing Fitness to Drive – Medical Standards for Commercial and Private Vehicle Drivers
- pass an approved training course
- demonstrate a suitable driving history

Note: If the applicant is the subject of a court order prohibiting transport of dangerous goods by road, the applicant may not be granted a dangerous goods driver licence.

Refer to: <http://www.dmp.wa.gov.au/Dangerous-Goods/Applying-for-a-dangerous-goods-8428.aspx> for more information on obtaining a Dangerous goods drivers licence.