

40109 Collect and analyse data to improve performance in a commercial road transport operation

Kaupae Level	4
Whiwhinga Credit	8
Whāinga Purpose	<p>This skill standard is intended for people who are already working in the commercial road transport industry and in an operations or management role, or for people who want to progress into an operations or management role. They will be able to collect and analyse data to improve performance and ensure compliance requirements are met in a commercial road transport operation.</p> <p>This skill standard aligns with New Zealand commercial road transport qualifications and micro-credentials at Level 4 and above.</p>

Hua o te ako me Paearu aromatawai | Learning outcomes and assessment criteria

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
1. Describe data sources and data privacy requirements in a commercial road transport operation.	a. Describe data sources and their applications in a commercial road transport operation.
	b. Describe privacy requirements associated with data collection in a commercial road transport operation.
2. Collect and analyse compliance and operational data in a commercial road transport operation.	a. Define data used to measure compliance and operational requirements in a commercial road transport operation.
	b. Collect and analyse data sets to identify compliance or operational issues in a commercial road transport operation.
3. Monitor and measure performance indicators to identify areas for improvement in a road transport operation.	a. Explain how performance indicators are selected, monitored and measured to improve performance in a commercial road transport operation.
	b. Analyse collected data to identify trends and any areas that need improving.

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
4. Create an action plan including recommendations for improvement in a commercial road transport operation.	a. Use results from the data analysis to create an action plan for improving safety, compliance and/or productivity in a commercial road transport operation.
	b. Communicate data insights and recommendations to stakeholders.
5. Implement follow up actions to improve safety, compliance, or productivity in a commercial road transport operation.	a. Implement action plan to improve safety, compliance, or productivity in a commercial road transport operation.
	b. Monitor action plans and adjust strategies or actions as required to achieve organisational objective(s).
	c. Evaluate the effectiveness of implemented actions in improving safety, compliance and/or productivity in a commercial road transport operation.

Pārongo aromatawai me te taumata paearu | Assessment information and grade criteria

Assessment specifications:

Action plan and implementation may be based on a single workplace issue such as speeding events, fuel use, overloading vehicles, logbook non compliances or breach of high productivity permits.

Evidence presented for assessment against this skill standard must be consistent with safe working practices and be in accordance with applicable service information, workplace procedures and legislative requirements.

Definitions:

Applications of data sources could include logbook compliance, weight compliance, vehicle compliance, road user charges, incident investigation, invoicing, continuous improvement and driver performance evaluation.

Data sources include Global Positioning System (GPS), diagnostics, cameras, sensors, data collection methods, vehicle maintenance records, dispatch records, payroll, loading data, customer records and driver time management.

Workplace procedures refer to organisation policies and procedures that are documented in memo, electronic, or manual format and available in the workplace. They may include but are not limited to – standard operating procedures, site specific procedures, site safety procedures, equipment operating procedures, quality assurance procedures, product quality specifications, manufacturer's requirements, references, approved codes of practice, housekeeping standards, environmental considerations, on-site briefings, supervisor's instructions, and procedures to comply with legislative and local body requirements relevant to the commercial road transport sector.

Ngā momo whiwhinga | Grades available

Achieved.

Ihirangi waitohu | Indicative content**Data management**

- Data management protocols.
- Data privacy and ethical considerations especially when dealing with sensitive data.
- Data visualisation.
- Purpose of data collection and analysis for commercial road transport.

Organisational performance

- Key performance indicators
- Operational efficiency and continuous improvement strategies.
- Action plan - strategies and steps required to achieve organisational objective(s) including specific tasks, responsibilities, timelines, and resources required for each action item.
- Prioritisation of critical areas that require immediate attention.
- Documentation of training, compliance activities, incident reports and productivity measures.

Rauemi | Resources

Legislation and resources relevant to this skill standard include but are not limited to:

- Privacy Act 2020
- Data.govt.nz. Data toolkit. Available from <https://data.govt.nz/toolkit/>.

Any new, amended or replacement Acts, regulations, standards, codes of practice, guidelines, or authority requirements or conditions affecting this skill standard will take precedence for assessment purposes, pending review of this skill standard. Legislation can be accessed at: <https://www.legislation.govt.nz>.

Pārongo Whakaū Kounga | Quality assurance information

Ngā rōpū whakatau-paerewa Standard Setting Body	Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development Council
Whakaritenga Rārangi Paetae Aromatawai DASS classification	Service Sector > Commercial Road Transport > Road Transport Operations
Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga CMR	0014

Hātepe Process	Putanga Version	Rā whakaputa Review Date	Rā whakamutunga mō te aromatawai Last date for assessment
Rēhitatanga Registration	1	25 July 2024	N/A
Kōrero whakakapinga Replacement information	N/A		
Rā arotake Planned review date	31 December 2029		

Please contact Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development at qualifications@hangaarorau.nz to suggest changes to the content of this skill standard.