



Australian Government

RIIBEF301D Run on-site operations

Release: 3

RIIBEF301D Run on-site operations

Modification History

| Release | Comment |
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| 1 | This unit replaces RIIBEF301A Run on-site operations. |
| 2 | Editorial corrections. |
| 3 | Required frequency and volume of evidence amended in Performance evidence. Substantial amendments made in Assessment Conditions field, including: references to Industry Sectors, assessor and subject matter expert experience requirements, how assessment should be conducted and what it should confirm. |

Application

This unit describes a participant's skills and knowledge required to run on-site operations in the Resources and Infrastructure Industries.

This unit is appropriate for those working in operational or supervisory roles.

Licensing, legislative, regulatory and certification requirements that apply to this unit can vary between states, territories, and Industry sectors. Relevant information must be sourced prior to application of the unit.

Elements and Performance Criteria

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| 1 Ensure the work health and safety requirements are adhered to by all | <p>1.1 Access, interpret and apply policy and procedure documentation and ensure the work activity is compliant</p> <p>1.2 Communicate safety rules and regulations, legislation and specific site instructions to others, and monitor compliance</p> <p>1.3 Conduct equipment safety audits</p> <p>1.4 Identify and document work hazards</p> <p>1.5 Determine a range of preventative measures for potential work hazards(e.g. Job Safety Analysis)</p> <p>1.6 Communicate procedures for the correct use of personal protective equipment and installed safety equipment</p> <p>1.7 Provide clear and concise instructions to others in emergency drills and their application</p> |
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| | <p>1.8 Establish methods for contacting all necessary medical services</p> <p>1.9 Provide safety induction training to new personnel and all visitors to the worksite</p> <p>1.10 Complete written work health and safety records</p> |
| 2 Communicate regularly with client, personnel, and other relevant parties | <p>2.1 Brief personnel and other relevant parties verbally and in writing regularly of up to date scope of activities</p> <p>2.2 Maintain a good working relationship with landholder/client</p> <p>2.3 Honour confidentiality clauses in contract</p> <p>2.4 Communicate regular progress and problems encountered/anticipated to client/ supervisor</p> <p>2.5 Maintain regular communication by radio/telephone to report progress and/or request information or assistance</p> <p>2.6 Follow standard work procedures and communicate these requirements to personnel</p> |
| 3 Diagnose and solve routine problems | <p>3.1 Confirm the existence and immediate effects/potential effects of the problem by investigation</p> <p>3.2 Identify a clear and accurate definition of the problem</p> <p>3.3 Consider options and confirm decision after an analysis of available information</p> <p>3.4 Gain approval to proceed with the preferred option from the appropriate party</p> <p>3.5 Seek additional equipment and/or help/advice if problem is too complex</p> |
| 4 Monitor work program | <p>4.1 Monitor work progress regularly and note deviation from program</p> <p>4.2 Check availability of consumable items and equipment is consistent with work schedules, the requirements of the task and delivery times for replacement items</p> <p>4.3 Implement alternative plans as required</p> <p>4.4 Allocate specific tasks to make effective use of others</p> <p>4.5 Report issues beyond scope of authority and then carry out directed actions</p> <p>4.6 Maintain cost effective operations by minimising damage to equipment and excessive use of consumable items</p> |
| 5 Coordinate work | <p>5.1 Make all personnel aware of their roles and responsibilities in the work plan</p> |

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| | <p>5.2 Set and check at regular intervals operational targets in consultation with personnel</p> <p>5.3 Provide assistance when requested, to meet operational targets</p> <p>5.4 Acquire resources required to support changing work requirements</p> <p>5.5 Allocate workloads and required resources in accordance with modified work plans</p> <p>5.6 Communicate agreed time lines for tasks</p> |
| 6 Maintain operating records | <p>6.1 Determine range of operating records and reports and their required frequency</p> <p>6.2 Keep written daily running records to facilitate the completion of necessary documentation</p> <p>6.3 Complete written records and reports</p> <p>6.4 Note variations to contract requirements on reports and discuss with originator and management</p> <p>6.5 Submit accurate reports</p> <p>6.6 Take and record accurate measurements as required</p> |

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit. Further information is available in the Resources and Infrastructure Industry Training Package Companion Volume.

Unit Mapping Information

RIIBEF301A Run on-site operations

Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=88a61002-9a21-4386-aaf8-69c76e675272>