



Australian Government

RIIARO403 Maintain continuity of operational control

Release: 1

RIIARO403 Maintain continuity of operational control

Modification History

Release 1	This version first released with RII Resources and Infrastructure Industry Training Package Version 9.0. Newly created unit.
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Application

This unit describes the skills and knowledge required to accept transfer of responsibility when taking control of operations and to transfer operational control to others. It includes accepting transfer of responsibility from outgoing controllers, optimising outcomes from briefings and debriefings, and transferring responsibility to incoming controllers.

The unit applies to those in a control centre work environment, who participate in the transfer of responsibility to other controllers/operators at the beginning and end of shifts as well as during breaks within shifts.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Coal mining

Metalliferous mining

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element
1. Accept transfer of responsibility from outgoing controller	1.1 Receive and confirm shift handover information according to organisational protocols 1.2 Identify requirements and actual or potential issues from previous shift log, reports, and/or verbal handover 1.3 Confirm shift operational plan with the site and/or senior personnel 1.4 Confirm control system is operational and reflects current status 1.5 Undertake a full system overview and anticipate events that

ELEMENT	PERFORMANCE CRITERIA
	impact the quality of production and safety 1.6 Communicate with required personnel/stakeholders before commencement of operations
2. Optimise outcomes from briefings	2.1 Brief others to confirm work plans, and any change to initial plans and responsibilities 2.2 Facilitate participation, discussion and commitment to meeting changed requirements 2.3 Address questions and issues in a timely manner and collaborate to achieve shared goals 2.4 Use opportunities for consultation and active listening to build relationships with colleagues
3. Optimise outcomes from debriefings	3.1 Debrief others regarding processes, events and actions that have occurred during the shift by sharing relevant data, knowledge, and experience 3.2 Use debriefing to help anticipate required changes and plan for emerging needs 3.3 Facilitate participation and discussion to identify actual and potential issues that could be addressed to reduce risk and improve safety and efficiency 3.4 Report debriefing outcomes and required actions to decision makers and relevant stakeholders to eliminate or mitigate the recurrence of similar issues
4. Transfer responsibility to incoming controller	4.1 Provide handover report that is accurate, up-to-date, and meets organisational standards 4.2 Communicate to stakeholders all current faults, relevant past faults, and any anticipated upcoming faults 4.3 Identify and record expected downtime or delays, opportune maintenance requirements, and opportunities to address faults and deficiencies 4.4 Explain optimisations, work-arounds, by-passes, and troubleshooting procedures currently being used 4.5 Report on current targets, reasons why targets might be changed and any changes in the environment or working conditions 4.6 Confirm accurate receipt of handover information prior to transfer of responsibility and provide clarification in response to incoming controller questions

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

No equivalent unit. Newly created unit.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=88a61002-9a21-4386-aaf8-69c76e675272>