



Australian Government

RIISTD401 Monitor quarry laboratory operations and the quality of results

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with RII Resources and Infrastructure Industry Training Package Version 5.0.

Application

This unit describes the skills and knowledge required to monitor laboratory operations and the quality of results in the extractive industry. It prepares individuals to establish resource requirements, procure resources, manage personnel within work area, assess the quality of data and results, report on findings and complete housekeeping activities.

It applies to those working in supervisory roles. They generally perform tasks involving a broad range of varied activities most of which are complex and non-routine. They are responsible for the quantity and quality of the output of others, contribute to the development of technical solutions to non-routine problems and apply safety management plans to the workplace.

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

Unit Sector

Extractive

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare to supervise laboratory operations and monitor quality of test results	1.1 Obtain, interpret and confirm work requirements 1.2 Access, interpret and apply documentation required to supervise laboratory operations and monitor quality of test results and confirm work activity is compliant 1.3 Monitor risk management and environmental protection and address non-compliance 1.4 Select and wear personal protective equipment required for work

ELEMENT	PERFORMANCE CRITERIA
	activity 1.5 Establish and implement communication system and coordinate activities with others prior to work activity 1.6 Prepare and implement an action plan in consultation with team members
2. Establish resource requirements and procure resources	2.1 Determine and confirm availability of required equipment and resources 2.2 Select and purchase new materials and equipment according to workplace procedures if required 2.3 Prepare operational plans which make the best use of available resources, considering client needs and workplace plans 2.4 Identify and analyse possible variances due to external/internal factors and prepare contingency plans
3. Manage personnel within work area	3.1 Confirm that personnel are competent to perform required tasks and organise training as required 3.2 Arrange for the recruitment and induction of personnel as required 3.3 Confirm personnel follow all relevant procedures, regulations and standards and that technical work is performed according to relevant standards, standard operating procedures (SOPs) and schedules 3.4 Monitor testing and sampling procedures for quality control according to workplace requirements 3.5 Develop and coordinate rosters to balance job requirements, laboratory efficiency and skill development opportunities 3.6 Empower work groups/teams in dealing with technical and workflow problems and suggest improvements 3.7 Provide coaching and mentoring to support personnel who have difficulties with meeting targets for performance and/or resource usage
4. Assess the quality of data/results	4.1 Review user checks and calibration performance records to confirm that equipment meets test specifications 4.2 Check for obvious sources of interferences that may have occurred during measurements 4.3 Review records of sample collection and preparation to confirm chain of custody requirements and adherence to sampling procedures 4.4 Check the condition of equipment and stored samples if available and appropriate 4.5 Review the quality of test results and data and document potential sources or instances of non-conforming work and assess their significance
5. Review performance and complete	5.1 Assess utilisation of plant, equipment and consumables and compare with planned usage

ELEMENT	PERFORMANCE CRITERIA
housekeeping	5.2 Program and arrange for maintenance of plant and equipment according to workplace maintenance schedules 5.3 Recommend preventative and corrective actions to improve sampling, testing and calibration activities 5.4 Maintain systems, procedures and records associated with resource usage according to workplace requirements

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

SKILL	DESCRIPTION
Numeracy	<ul style="list-style-type: none"> Apply basic mathematical skills to determine data acceptability
Oral communication	<ul style="list-style-type: none"> Presents information and provides assistance using industry specific vocabulary
Reading	<ul style="list-style-type: none"> Identifies and interprets information from workplace documentation and legislation
Problem-solving	<ul style="list-style-type: none"> Identifies and rectifies deviations in results

Unit Mapping Information

New unit

Links

Companion Volume Implementation Guide is found on VETNet -

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