



Australian Government

Department of Education, Employment and Workplace Relations

RIOGD501A Manage rig operations

Release: 1

RIIOGD501A Manage rig operations

Modification History

Not applicable.

Unit Descriptor

This unit covers the management of rig operations in the drilling industry. It includes planning and preparing for managing rig operations, establishing a lease, and communicating and reporting outcomes. 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.

Application of the Unit

This unit is appropriate for those working in a management or supervisory role at worksites within:

- Drilling

Licensing/Regulatory Information

Refer to Unit Descriptor.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

<p>Elements describe the essential outcomes of a unit of competency.</p>	<p>Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.</p>
--	---

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Plan and prepare for managing rig operations	1.1. Access, interpret and apply compliance documentation relevant to the work activity 1.2. Obtain, confirm and apply work instructions for the allocated task 1.3. Identify, manage and report all potential hazards 1.4. Resolve coordination requirements with others at the site prior to commencing and during work activities 1.5. Obtain copy of well program for next well from company representative or office prior to moving on to lease 1.6. Read and interpret well program and check all necessary contractor-supplied equipment availability and rectify anomalies 1.7. Check for casing discrepancies or obvious mistakes and take corrective action 1.8. Liaise with company representative if changes are required to program 1.9. Inform office of all required or possible changes to program
2. Establish lease	2.1. Obtain lease details and locate and inspect lease 2.2. Inform construction company of lease details including all infrastructure arrangements 2.3. Make contact with owners and statutory bodies to ensure compliance with regulations 2.4. Establish, check and communicate directions to lease 2.5. Establish right-of-way to lease, identify, rectify potential problems and communicate to appropriate personnel, third parties and regulators 2.6. Establish camp location, check infrastructure/safety arrangements and rectify, if required 2.7. Check supply sources and expendables and make adjustments, if required

	<p>2.8. Establish medical aid and medivac procedures and communicate to personnel and appropriate authorities</p> <p>2.9. Organise camp supplies prior to camp set-up and make necessary arrangements for transporting of requisites, if required</p> <p>2.10. Put in place rubbish/waste disposal arrangements</p>
<p>3. Communicate and report outcomes</p>	<p>3.1. Confirm lease establishment information with appropriate personnel, third parties and regulators and submit <i>reports</i></p> <p>3.2. Review, update and implement contract information for pre-well preparation</p> <p>3.3. Report new lease data to appropriate officers using correct reporting strategies</p> <p>3.4. Review and amended shutdown procedures and if required communicated to relevant parties</p>

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required skills

Specific skills are required to achieve the Performance Criteria of this unit, particularly for its application in the various circumstances in which this unit may be used. This includes the ability to carry out the following, as required to manage rig operations:

- apply legislative, organisation and site requirements and procedures for managing rig operations
- carry out and manage rig operations
- communicate in written and verbal forms at all operating levels
- plan and organise
- work with others
- solve logistic problems
- establish and report new lease arrangements

Required knowledge

Specific knowledge is required to achieve the Performance Criteria of this unit, particularly for its application in the various circumstances in which this unit may be used. This includes knowledge of the following, as required to manage rig operations:

- rig loading
- spotting loads
- rig up procedures
- safety procedures
- human management skills
- lease preparation
- logistics

Evidence Guide

<p>The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.</p>	
<p>Overview of assessment</p>	
<p>Critical aspects for assessment and evidence required to demonstrate competency in this unit</p>	<p>The evidence required to demonstrate competency in this unit must be relevant to worksite operations and satisfy all of the requirements of the performance criteria, required skills and knowledge and the range statement of this unit and include evidence of the following:</p> <ul style="list-style-type: none"> • knowledge of the requirements, procedures and instructions for managing rig operations • implementation of requirements, procedures and techniques for the safe, effective and efficient management of rig operations • working with others to plan, prepare and conduct the management of rig operations • evidence of the consistent successful management of rig operations
<p>Context of and specific resources for assessment</p>	<ul style="list-style-type: none"> • This unit must be assessed in the context of the work environment. Where personal safety or environmental damage are limiting factors, assessment may occur in a simulated environment provided it is realistic and sufficiently rigorous to cover all aspects of workplace performance, including task skills, task management skills, contingency management skills and job role environment skills. • Assessment of this competency requires typical resources normally used in a resources and infrastructure sector environment. Selection and use of resources for particular worksites may differ due to the site circumstances. • The assessment environment should not disadvantage the participant. For example, language, literacy and numeracy demands of assessment should not be greater than those required on the job. • Customisation of assessment and delivery environment to sensitively accommodate cultural diversity.

	<ul style="list-style-type: none"> • Aboriginal people and other people from a non English speaking background may have second language issues. • Where applicable, physical resources should include equipment modified for people with disabilities. Access must be provided to appropriate learning and/or assessment support when required.
Method of assessment	<p>This unit may be assessed in a holistic way with other units of competency. The assessment strategy for this unit must verify required knowledge and skill and practical application using more than one of the following assessment methods:</p> <ul style="list-style-type: none"> • written and/or oral assessment of the candidate's required knowledge • observed, documented and/or first hand testimonial evidence of the candidate's: <ul style="list-style-type: none"> • implementation of appropriate requirement, procedures and techniques for the safe, effective and efficient achievement of required outcomes • consistent achievement of required outcomes • first hand testimonial evidence of the candidate's: <ul style="list-style-type: none"> • working with others to undertake and complete the management of rig operations • provision of clear and timely instruction and supervision by the individual of those involved in managing rig operations
Guidance information for assessment	<p>Consult the SkillsDMC User Guide for further information on assessment including access and equity issues.</p>

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

<p>Relevant compliance documentation may include:</p>	<ul style="list-style-type: none"> • legislative, organisational and site requirements and procedures • manufacturer's guidelines and specifications • Australian standards • code of practice • Employment and workplace relations legislation • Equal Employment Opportunity and Disability Discrimination legislation • road permits • environmental plans • heritage concerns • operator environment plan • Petroleum Submerged Lands Act (PSLA) • duty of care • contracts • State/Territory Petroleum Acts • site specific manuals • quality assurance manual
<p>Work instructions may come from briefings, handovers, plans and work orders and may be written or verbal, formal or informal and may include:</p>	<ul style="list-style-type: none"> • nature and scope of tasks • well program • stacking procedure • start-up procedure • outstanding orders • occupational health and safety/environmental plan • safety briefing/induction • pre-tour safety meeting • weekly safety meetings • Job Safety Analysis (JSA) • specifications • quality of finished works • achieved targets • operational conditions • obtaining of required permits

	<ul style="list-style-type: none"> • site layout • out of bounds areas • worksite inspection requirements • lighting conditions • plant of equipment defects • coordination requirements or issues • contamination control requirements • environmental control requirements • barricade and signage requirements
Hazards may include:	<ul style="list-style-type: none"> • working in proximity to drilling rig • working with trucks, cranes, winch trucks and forklift • H2S and other toxic substances • working in different conditions including: <ul style="list-style-type: none"> • night time operations • day time operations • hot climates • cold climates • wet weather conditions • high wind
Coordination requirements may include:	<ul style="list-style-type: none"> • other equipment operators • maintenance personnel • supervisors • site personnel
Equipment may include:	<ul style="list-style-type: none"> • rig and camp • trucks • vehicles • cranes/forklift/winch trucks • backhoe/digger
Communicate may refer to using:	<ul style="list-style-type: none"> • hand signals • telephone • public address system • computer • fax • face to face • written documentation • 2-way radio and radio network • satellite phones • internet and intranet <p>May be with:</p>

	<ul style="list-style-type: none"> • crew • management • construction company • operator's representative • company representative • suppliers • ambulance service • doctors/medicos
Reports or records may include:	<ul style="list-style-type: none"> • daily drilling report • equipment damage/failure report • material requisition form • plant movement advice • materials and services received (report) • gas bottle returns • third party hire and monthly stock lists • change over notes • employee time sheets • meal and bed sheet • fire extinguisher checklist • monthly tubular summary

Unit Sector(s)

Drilling (Oil and Gas)

Competency field

Refer to Unit Sector(s).

Co-requisite units

Not applicable.