



Australian Government

RIIBEF302E Monitor site production activities

Release: 1

RIIBEF302E Monitor site production activities

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 site production activities in the resources and infrastructure industries.

It applies to those working in supervisory and technical specialist roles. They generally work under minimal supervision to undertake a broad range of skilled applications in varied work contexts, using some discretion and judgement in selecting equipment, services or contingency measures.

Licensing, legislative and certification requirements may apply to this unit and can vary between states, territories and industry sectors. Users must check requirements with relevant body before applying the unit.

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. Plan and prepare for production	1.1 Obtain, interpret and confirm work requirements 1.2 Access, interpret and apply documentation required to monitor site production activities 1.3 Plan and prepare work activity to meet the required production outcomes 1.4 Establish and maintain communication with relevant personnel, identify team responsibilities, shift activities and shift changeover details according to workplace procedures 1.5 Identify and address potential risks, hazards and environmental issues, and implement control measures according to workplace procedures 1.6 Complete computer systems and equipment prestart checks according to workplace procedures 1.7 Check previous shift details and record in writing outstanding

ELEMENT	PERFORMANCE CRITERIA
	maintenance inspections and identified defects
2. Allocate and log resources	2.1 Allocate and log hauling equipment to loading equipment 2.2 Interpret data and re-allocate equipment to maintain productivity and to meet changing conditions within scope of own role 2.3 Access employee and contractor details and allocate personnel to specific types of plant and equipment to ensure productivity 2.4 Maintain records of employee equipment productivity
3. Monitor and report plant and equipment activity	3.1 Monitor and report the current status of the operation/production and plant and equipment 3.2 Monitor data to identify the location of equipment on site 3.3 Interpret data to determine the location of where material is being moved, haul distances, and the location for dumping of materials 3.4 Interpret data to determine and generate reports on plant and equipment usage, availability and productivity 3.5 Capture data insights for measuring operational outputs and resource usage, and report total usage and resource consumption rates to relevant personnel
4. Monitor movement of materials	4.1 Log the movement of plant and equipment and the quantities of materials moved according to workplace procedures 4.2 Monitor and report stock levels that are available and dispatched according to workplace procedures 4.3 Monitor and report productivity rates and cycle times according to workplace procedures

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
Reading	Identifies and interprets information from workplace procedures, documentation and regulations
Writing	Produces and completes written documents required for workplace procedures
Self-management	Monitors and minimises own exposure to worksite risks and hazards during activities

Unit Mapping Information

Supersedes and is equivalent to RIIBEF302D Monitor site production activities.

Links

Companion Volume implementation guides is found on VETNet -

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

Assessment Requirements for RIIBEF302E Monitor site production activities

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Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- monitor site production activities on at least two occasions, including:
 - determining risks and hazards that may affect operations and take action within their authority to remedy
 - reporting risks and hazards to relevant personnel when unable to remedy
 - operating computers to communicate with others and monitoring site production activities
 - applying diagnostic techniques to improve and resolve issues for site production
 - monitoring and reporting plant and machinery activity
 - maintaining written logs, including:
 - hauling equipment to loading equipment
 - the movement of plant and equipment and the quantities of materials moved
 - interpreting relevant data.

During the above, the candidate must:

- locate and apply relevant documentation, policies and procedures and confirm that the work activity is compliant
- implement the requirements, procedures and techniques for monitoring site production activities
- work effectively with others to monitor site production activities in a way that meets all required outcomes
- communicate clearly and concisely with others to receive and clarify work instructions and to determine coordination requirements prior to commencing and during work activities.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- key policies, procedures and documentation required to monitor site production activities, including:
 - computerised monitoring and control systems
- principles and techniques for monitoring site production activities, including:
 - monitoring, recording and generating reports
 - allocating and re-allocating site equipment and personnel
 - consolidating end-of-shift reports
 - complying with control and access to site
- principles and techniques for managing and adapting shift production priorities
- principles and techniques for identifying relevant hazards and emergencies
- techniques for coordinating and communicating job activities with others.

Assessment Conditions

Mandatory conditions for assessment of this unit are stipulated below. The assessment must:

- include access to:
 - personal protective equipment
 - equipment related to monitoring site production activities
 - relevant documentation
- be conducted in a safe environment; and,
- be assessed in the context of this sector's work environment; and,
- be assessed in compliance with relevant legislation/regulation and using policies, procedures and processes directly related to the industry sector for which it is being assessed; and,
- confirm consistent performance can be applied in a range of relevant workplace circumstances.

Where personal safety or environmental damage are limiting factors, assessment may occur in a simulated work environment* provided it is realistic and sufficiently rigorous to cover all aspects of this sector's workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.

Assessor requirements

Assessors must be able to clearly demonstrate current and relevant industry knowledge and experience to satisfy the mandatory regulatory standards as set out in the Standards for Registered Training Organisations (RTOs) 2015/Australian Quality Training Framework mandatory requirements for assessors current at the time of assessment and any relevant licensing and certification requirements. This includes:

- vocational competencies at least to the level being delivered and assessed
- current industry skills directly relevant to the training and assessment being provided

- current knowledge and skills in vocational training and learning that informs their training and assessment
- formal relevant qualifications in training and assessment
- having knowledge of and/or experience using the latest techniques and processes
- possessing the required level of RII training product knowledge
- having an understanding and knowledge of legislation and regulations relevant to the industry and to employment and workplaces
- demonstrating the performance evidence, and knowledge evidence outlined in this unit of competency, and
- the minimum years of current** work experience after competency has been obtained as specified below in an industry sector relevant to the outcomes of the unit.

It is also acceptable for the appropriately qualified assessor to work with an industry expert to conduct assessment together and for the industry expert to be involved in the assessment judgement. The industry expert must have current industry skills directly relevant to the training and assessment being provided. This means the industry subject matter expert must demonstrate skills and knowledge from the minimum years of current work experience after competency has been obtained as specified below, including time spent in roles related to the unit being assessed:

Industry sector	AQF indicator level***	Required assessor or industry subject matter expert experience
Drilling, Metalliferous Mining, Coal Mining, Extractive (Quarrying) and Civil Infrastructure	1	1 year
	2	2 years
Drilling, Coal Mining, Extractive (Quarrying), Metalliferous Mining and Civil Infrastructure	3-6	3 years
Other sectors	Where this unit is being assessed outside of the resources and infrastructure sectors assessor and/or industry subject matter expert experience should be in-line with industry standards for the sector in which it is being assessed and where no industry standard is specified should comply with any relevant regulation.	

*Guidance on simulated environments has been stipulated in the Companion Volume Implementation Guide located on VETNet.

**Assessors can demonstrate current work experience through employment within industry in a role relevant to the outcomes of the unit; or, for external assessors this can be demonstrated through exposure to industry by conducting a minimum number of site assessments as determined by the relevant industry sector, across various locations.

*** While a unit of competency does not have an AQF level, where a unit is being delivered outside of a qualification the first numeric character in the unit code should be considered as the AQF indicator level for assessment purposes.

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