



Australian Government

RIIBEF602D Establish and evaluate operational performance management systems

Release: 3

RIIBEF602D Establish and evaluate operational performance management systems

Modification History

Release	Comment
1	This unit replaces RIIBEF602A Establish and evaluate operational performance management systems
2	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.
3	Editorial correction of Performance Criteria bullet numbers to element 1. No additional content.

Application

This unit describes a participant's skills and knowledge required to establish and evaluate operational performance management systems in the Resources and Infrastructure Industries.

This unit is appropriate for those working in management 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

1. Identify and research organisation's needs	1.1 Access, interpret and apply performance management documentation and ensure the work activity is compliant 1.2 Analyse organisation's goals, objectives and strategies to determine the type of research required 1.3 Investigate and analyse operating environments to develop options, strategies and anticipated outcomes 1.4 Prepare research brief stating the objectives and outcomes, and the requirements for presentation of information 1.5 Develop and implement strategies that translate the objectives into the planning process 1.6 Evaluate existing system and equipment suitability
---	---

	1.7 Research, evaluate, select and purchase new equipment 1.8 Analyse and interpret research information to establish options and opportunities
2. Prepare business plans/budgets	2.1 Involve internal and external stakeholders in the planning process, using their contribution effectively and gaining support for the outcomes 2.2 Prepare and present written and numerical business plans/budgets including contingency plans 2.3 Prepare written plans that contain a clear statement of priorities and schedules 2.4 Provide contingency plans in the event that all resources are not secured or the situation changes 2.5 Identify all resources required for plans and strategies and how they will be acquired and utilised 2.6 Develop written implementation plans and schedules incorporating support from all stakeholders
3. Design and implement performance indicators	3.1 Set and agree to performance targets 3.2 Establish and monitor performance targets systems 3.3 Establish and gain agreement on reporting mechanisms 3.4 Ensure that performance evaluation criteria will enable recommendations.
4. Monitor and review performance	4.1 Interpret and analyse all performance information to compare budget/forecast/past performance and actual/current performance 4.2 Prepare and gain agreement on operating budgets with relevant stakeholders 4.3 Establish systems to monitor performance measures using appropriate technology 4.4 Identify variations in performance and take action to rectify out-of-specification results 4.5 Make recommendations regarding future planning within the organisation's continuous improvement processes 4.6 Produce and analyse management reports 4.7 Present operational performance information in accurate, clear and concise manner, appropriate to audience
5. Explain the cause of success or failure in performance	5.1 Base explanations of the cause of performance success or failure on sufficient, reliable evidence 5.2 Explain performance outcomes in an accurate, clear and

	concise manner appropriate to the audience
	5.3 Evaluate, consider and present alternate explanations for performance
	5.4 Incorporate lessons drawn from success or failure in future operational planning and continuous improvement activities

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

RIIBEF602A Establish and evaluate operational performance management systems

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for RIIBEF602D Establish and evaluate operational performance management systems

Modification History

Release	Comment
1	This unit replaces RIIBEF602A Establish and evaluate operational performance management systems
2	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.
3	Editorial correction of Performance Criteria bullet numbers to element 1. No additional content.

Performance Evidence

Evidence is required to be collected that demonstrates a candidate's competency in this unit. Evidence must be relevant to the roles within this sector's work operations and satisfy all of the requirements of the performance criteria of this unit and include evidence that the candidate:

- locates and applies relevant legislation, documentation, policies and procedures
- implements the procedures and techniques for the safe, effective and efficient establishment and evaluation of operational performance management systems including:
 - analysing and reviewing production costs and equipment/plant operating costs
 - coordinating resources human, financial and physical
 - controlling operating costs
- works effectively with others to undertake and complete the establishment and evaluation of operational performance management systems including:
 - negotiating with internal/external customers, community and statutory/legal authorities to gain statutory/legal approvals
- demonstrates completion of establishing and evaluating operational performance management systems that safely, effectively and efficiently meets all of the required outcomes on more than one (1) occasion including:
 - identifies viable options and the selection of operational performance management systems that best meet the required outcomes
 - preparing a business plan to convey project deliverables, budgets and management
 - preparing and presents management reports

- preparing an operating budgets and forecasting trends within the budget report
- preparing a tender specification that meet the project requirements

Knowledge Evidence

The candidate must demonstrate knowledge in establishing and evaluating operational performance management systems:

- site quality systems
- determining and employing the requirements to meet organisational objectives
- resource quantification
- financial models
- the fundamentals of contract law
- negotiation techniques

Assessment Conditions

- An assessor of this unit must satisfy the requirements of the NVR/AQTF or their successors; and Industry regulations for certification and licensing; and,
- this unit must be assessed in the context of this sector's work environment; and,
- this unit must be assessed in compliance with relevant legislation/regulation and using policies, procedures, processes and operational manuals directly related to the industry sector for which it is being assessed; and,
- assessment may be conducted in conjunction with the assessment of other Units of Competency; and,
- assessment must confirm consistent performance can be applied in a range of relevant workplace circumstances; and,
- assessors must demonstrate the performance evidence, and knowledge evidence as outlined in this Unit of Competency, and through the minimum years of current* work experience specified below in an Industry sector relevant to the outcomes of the unit; or,
- where the assessor does not meet experience requirements a co-assessment or partnership arrangement must exist between the qualified assessor and an Industry subject matter expert. The Industry subject matter expert should hold the unit being assessed (or an equivalent unit) and/or demonstrate equivalence of skills and knowledge at the unit level. An Industry technical expert must also demonstrate skills and knowledge from the minimum years of current work experience specified below in the Industry sector, including time spent in roles related to the unit being assessed; and,
- assessor and Industry subject matter expert requirements differ depending on the Australian Qualifications Framework Level (AQF) of the qualification being assessed and/or Industry Sector as follows:

Industry sector	AQF** Level	Required assessor or Industry subject matter expert experience
Drilling, Metalliferous Mining, Coal	1	1 Year

Mining, Extractive (Quarrying) and Civil Construction	2	2 Years
Drilling, Coal Mining and Extractive (Quarrying)	3-6	3 Years
Metalliferous Mining and Civil Construction	3-6	5 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.	

*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 frequent site assessments across various locations.

**Where a unit is being delivered outside of a Qualification the first numeric character in the Unit code should be considered to indicate the AQF level

Links

Companion Volume implementation guides are found in VETNet -

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