



Australian Government

**RIIERR601E Establish and maintain mine
emergency preparedness and response
systems**

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Modification History

Release	Comments
2	Minor editorial changes
1	This unit of competency was first released in RII Resources and Infrastructure Industry Training Package Release 4.1.

Application

This unit describes the skills and knowledge required to design, implement and review mine emergency preparedness and response systems and establish post-incident management procedures.

It applies to those who work in management roles. They are generally responsible for the outcomes of others and contribute to the development of solutions to non-routine problems.

Licensing/Regulatory Information

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

Pre-requisite unit(s)

No prerequisite units.

Competency field(s)

N/A

Unit sector(s)

N/A

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 mine emergency preparedness and response systems	1.1 Access, interpret and apply documentation required for mine emergency preparedness and response 1.2 Obtain, interpret and confirm work requirements 1.3 Identify and address potential risks, hazards and environmental issues and implement control measures 1.4 Identify, collect, access and interpret mine survey data and historical information relating to the mine site 1.5 Identify response systems requirements in consultation with key stakeholders and according to analysis of required technical and operational information and legislative and workplace requirements 1.6 Identify resources required to implement and apply response systems 1.7 Identify key reporting areas and timeframes and confirm findings through consultation with key stakeholders 1.8 Outline budgetary requirements/evaluations in development of response systems 1.9 Identify internal and external communication requirements of response systems 1.10 Identify training program requirements to implement response systems and seek feedback from relevant stakeholders 1.11 Identify training needs of emergency response personnel and prepare training plans 1.12 Prepare and schedule response system review activity according to workplace policies and procedures
2. Establish mine emergency preparedness and response systems	2.1 Identify and obtain the resources required to establish and implement response systems 2.2 Design and develop emergency preparedness plan and corresponding organisational/team structure 2.3 Develop emergency response procedures for management of classes of incidents 2.4 Establish emergency response procedures for management of decision-making processes and decision monitoring systems 2.5 Review plan with relevant stakeholders and seek feedback for improvement

	2.6 Establish program, systems and procedures to satisfy identified organisation's emergency preparedness and response training requirements 2.7 Establish procedures to audit and review organisation's emergency preparedness and response compliance according to statutory and organisational requirements 2.8 Establish procedures for incorporating feedback into audit/review system in a timely manner
3. Establish support systems for mine emergency preparedness and response systems	3.1 Establish incident information receiver and recording systems 3.2 Establish emergency response and evacuation plans and procedures 3.3 Establish operations facilities, including communications to support them 3.4 Develop action planning processes to manage situation/incident 3.5 Identify required services, personnel, equipment and resources for types of incidents 3.6 Determine and establish documentation and reporting requirements according to workplace policies and procedures
4. Plan and prepare for implementation of mine emergency preparedness and response plans	4.1 Communicate and explain, plans and supporting information in a clear and concise manner 4.2 Identify and communicate roles and responsibilities to team members and relevant personnel 4.3 Allocate and implement required resources according to workplace policies and procedures 4.4 Implement emergency preparedness and response training program 4.5 Develop review mechanisms from both internal and external sources
5. Establish post-incident management procedures	5.1 Establish plans to manage post-incident actions 5.2 Establish processes to investigate nature and cause of situation/incident 5.3 Establish processes to evaluate the effectiveness of emergency response and action plans against objectives
6. Audit and review mine emergency preparedness and	6.1 Audit and review effectiveness of emergency preparedness and response monitoring systems

response systems plan and equipment	6.2 Audit and review effectiveness of emergency preparedness and response processes, resources, and equipment 6.3 Audit and review effectiveness of recording and reporting systems 6.4 Audit emergency preparedness and response training program for currency, relevance and against requirements of organisation 6.5 Identify and correct non-compliant practices or other discrepancies/deficiencies revealed by audit
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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
Writing	Prepares specific information that complies with a range of regulatory requirements, using sector-specific terminology
Oral communication	Conveys information and requirements clearly, and listens carefully
Reading	Identifies and interprets relevant information from workplace procedures, documentation, legislation and regulations

Range of conditions

No conditions apply to this unit of competency at the time of publication.

Unit Mapping Information

Current Code and Title	Previous Code and Title	Comments	Equivalence
RIIERR601E Establish and maintain mine emergency preparedness and response systems	RIIERR601D Establish and maintain mine emergency preparedness and response systems	Supersedes and is equivalent to RIIERR601D.	Equivalent

Assessment Requirements for RIIERR601E Establish and maintain mine emergency preparedness and response systems

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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:

- establish and maintain mine emergency preparedness and response systems in a manner that safely, effectively and efficiently meets all of the required outcomes on at least two occasions, including:
 - establishing processes to investigate nature and cause of emergency/incident clearly and concisely communicating and explaining, plans and supporting information, in a form readily accessible to others
 - identifying, clarifying and communicating roles and responsibilities, to all personnel
 - implementing the allocation and installation of resources
 - implementing the emergency preparedness and response training program
 - developing review mechanisms from both internal and external sources
 - establishing plans to manage post-incident actions.

During the above, the candidate must:

- locate and apply relevant legislation, documentation, policies and procedures
- implement procedures and techniques for the safe, effective and efficient establishment and maintenance of the mine emergency preparedness and response systems, including:
 - assessing and prioritising implementation processes
 - analysing hazards and risks to consider in the establishment and maintenance of the mine emergency preparedness and response systems
 - maintaining standards for establishment and maintenance of the mine emergency preparedness and response systems

- providing clear and timely instruction and supervision to those involved in the mine emergency preparedness and response systems
 - identifying training needs of individuals involved in the mine emergency preparedness and response systems, and prepares training plans
- work with and lead others to undertake and complete the establishment and maintenance of the mine emergency preparedness and response systems, including:
 - facilitating groups to work together
 - establishing and maintaining a range of communication techniques and aids to advise others of work activity
 - using written and verbal communication systems to convey all activities and outcomes for coal mine emergency preparedness and response to others in a clear and concise manner.

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:

- legislative, regulatory and certification requirements
- techniques for communicating verbally and in writing the roles and responsibilities requirements of stakeholders
- hazard identification, risk assessment and risk treatment processes
- incident and risk data analysis techniques
- document control requirements
- consultative, coaching and leadership techniques
- plant and equipment capabilities and limitations
- work planning techniques
- techniques for establishing auditing, monitoring, recording and reporting systems in consultation with stakeholders
- training systems, techniques for identifying individuals and work groups training needs, and techniques for implementing training plans
- consultation, mine emergency response and evacuation planning processes and techniques
- exploration techniques, ground support methods and systems
- mine planning and design principles
- mine surveying data uses and analysis techniques
- mining and general engineering principles
- operational techniques to execute required systems

- emergency procedure guideline structures
- legal requirements of incident management teams
- self-escape, aided rescue and respond to incident philosophies, systems and equipment
- structure, roles, capabilities and limitations of external services and agencies relevant to emergency preparedness and response
- intervention and control techniques for heating, fires, explosions, outburst, extrication or inrushes
- effects of heat and humidity on emergency rescue and response
- effects of impaired visibility on emergency rescue and response
- escape strategies and technology
- equipment requirements for different types of emergency
- ventilation and its influence on incidents
- call-out procedures
- emotional effects of emergencies on rescuers and mine personnel
- titles and roles of members of incident management team
- de-briefing processes
- techniques for staff deployment and re-deployment after emergency/evacuation
- personnel requirements to run the site at planned operational levels
- requirements and structure for fresh air base
- decision-making processes
- legislation regarding resumption of normal operations
- techniques for mobilisation, deployment and use of equipment
- key insurance policies and requirements
- mine closure procedures and the legislative implications
- sealing procedures and the legislative implications
- requirements for site security and access control
- economic considerations and impacts on decisions.

Assessment Conditions

The assessment must:

- include access to:
 - site plans
 - personal protective equipment required for the activities described in the performance evidence

- be conducted in a safe environment
- be assessed in context of this sector's work environment
- be assessed in compliance with relevant legislation and regulations and using policies, procedures, processes and operational manuals directly related to the industry sector for which it is being assessed
- 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 a high 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 hold the relevant vocational competencies and have current industry skills directly relevant to the training and assessment being provided and must work alongside a trainer and/or assessor to conduct the assessment. This means the industry subject matter expert should hold the unit being assessed (or an equivalent unit), and must also 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 RII Companion Volume Implementation Guide

**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.

Link

Companion volumes, including implementation guides, are found on the national training register - <https://training.gov.au/training/details/RII>.