



Australian Government

RIIGOV201D Comply with site work processes/procedures

Release: 3

RIIGOV201D Comply with site work processes/procedures

Modification History

Release	Comment
1	This unit replaces RIIGOV201A Comply with site work processes/procedures
2	Amend Performance Evidence wording Corrected Unit Mapping Information Editorial corrections.
3	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.

Application

This unit describes a participant's skills and knowledge required to Comply with site work processes/procedures in the Resources and Infrastructure Industries.

This unit is appropriate for those working in operational 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. Plan and prepare for work outcomes	1.1 Access, interpret and apply procedures/standards to ensure the work activity is compliant 1.2 Identify and confirm roles and responsibilities for own work 1.3 Prepare work plans that will ensure compliance with procedures and safe work outcomes
2. Apply work procedures to individual work activities	2.1 Carry out allocated work to procedures/standards 2.2 Adjust and confirm own roles and responsibilities to meet changing circumstances 2.3 Monitor work processes, report incidents and apply local risk control processes to minimise injury, loss, equipment damage and

	environmental harm
	2.4 Identify and report noncompliance in the application of procedures and recommend improvements to relevant personnel
	2.5 Complete written documentation in accordance with requirements/standards

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

RIIGOV201A Comply with site work processes/procedures

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 RIIGOV201D Comply with site work processes/procedures

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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 documentation, policies and procedures
- works effectively with others to undertake and complete complying with site work processes/procedures including:
 - communicating clearly and concisely with others to receive and clarify site work processes and procedures
- demonstrates completion of complying with site work processes and procedures that safely, effectively and efficiently meets all of the required outcomes on more than one (1) occasion including:
 - plans and completes task to achieve agreed outcomes as determined by site processes and procedures
 - adjusts performance requirements to comply with processes and procedures
 - monitors and recommends changes to overcome noncompliance with site procedures/standards
 - reports noncompliance of processes and procedures to supervisors
 - where risk is evident applies risk management processes to minimise injury and report to supervisor immediately

- completes required site documents and reports

Knowledge Evidence

The candidate must demonstrate knowledge of the following in complying with site processes and procedure:

- identifying, interpreting and implementing site safety and health management systems
- performing work planning processes
- following site and equipment safety requirements
- determining technical and operational capability and limitations of resources and equipment being used
- understanding relevant work health and safety legislation including obligations under duty of care

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 is best assessed in the context of this sector's 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 this sector's workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills; 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
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		experience
Drilling, Metalliferous Mining, Coal Mining, Extractive (Quarrying) and Civil Construction	1	1 Year
	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

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