



**Australian Government**

# **RIINHB401E Plan and supervise the mobilisation of equipment, crew and materials**

**Release: 1**

# RIINHB401E Plan and supervise the mobilisation of equipment, crew and materials

## 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 plan and supervise the mobilisation of equipment, crew and materials in drilling. It prepares individuals to plan hazard control procedures, select and source equipment, identify required services and supplies, initiate and monitor mobilisation of the job (including loading) and respond to problems.

It applies to those working in supervisory or technical specialist roles. They generally perform tasks involving a broad range of varied activities most of which are complex and non-routine.

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.

## Unit Sector

Drilling

## 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 supervising the mobilisation of equipment, crew and materials | 1.1 Obtain, interpret and confirm work requirements<br>1.2 Access, interpret and apply mobilisation of equipment, crew and materials documentation and confirm work activity is compliant<br>1.3 Communicate with other personnel at site according to work requirements and confirm briefings and handover details are communicated and received<br>1.4 Obtain and interpret emergency procedures and identify steps required in case of fires, accidents and other emergencies<br>1.5 Confirm drilling plan details with appropriate personnel/client |

| ELEMENT                                                             | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|---------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                     | 1.6 Develop and document, in consultation with team members, the mobilisation plan, and communicate to relevant people                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 2. Plan hazard control procedures                                   | 2.1 Identify and address potential risks, hazards and environmental issues and implement control measures<br>2.2 Assess the nature, location and scope of hazard and/or risk<br>2.3 Determine site and job specific procedures for managing hazards and risks<br>2.4 Document hazard control procedures and communicate to relevant people                                                                                                                                                                                                     |
| 3. Select and source equipment, services and supplies needed        | 3.1 Select required rig(s) and components for job<br>3.2 Select supplies, amenities and other consumables required for job<br>3.3 Select required support plant, equipment and vehicles for the job and confirm serviceability<br>3.4 Select crew for the job according to work requirements<br>3.5 Develop checklists for all required equipment, supplies and personnel<br>3.6 Check selections and checklists against agreed plan                                                                                                           |
| 4. Initiate the mobilisation of the job                             | 4.1 Organise the appointment of the crew<br>4.2 Organise for the induction of the crew to the job<br>4.3 Confirm that the crew are selecting personal protective equipment required for work activities<br>4.4 Distribute checklists to appropriate people<br>4.5 Confirm availability of all required items<br>4.6 Confirm maintenance/service has been completed for all equipment and plant<br>4.7 Clarify job requirements and checklists with recipients of checklists<br>4.8 Organise and confirm accommodation and finance arrangements |
| 5. Monitor mobilisation (including loading) and respond to problems | 5.1 Monitor mobilisation according to job requirements and workplace procedures<br>5.2 Identify possible problems<br>5.3 Determine problems needing action<br>5.4 Determine possible fault causes<br>5.5 Rectify problem using appropriate solution within area of responsibility<br>5.6 Report problems outside area of responsibility to designated person<br>5.7 Follow through items initiated until final resolution has occurred<br>5.8 Identify and recommend improvements to mobilisation process                                      |

## 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 | <ul style="list-style-type: none"><li>Identifies and interprets complex information from workplace procedures, documentation, legislation and regulations</li></ul> |

## Unit Mapping Information

Supersedes and is equivalent to RIINHB401D Plan and supervise the mobilisation of equipment, crew and materials.

## 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 RIINHB401E Plan and supervise the mobilisation of equipment, crew and materials

## Modification History

| Release   | Comments                                                                                                 |
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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:

- plan and supervise the mobilisation of equipment, crew and materials on at least two occasions, including:
  - developing an implementation action plan in consultation with team members
  - executing operations
  - completing an improvement assessment report in consultation with team members.

During the above, the candidate must:

- locate and apply required legislation, documentation, policies and procedures
- implement the requirements, procedures and techniques for the planning and supervising of the mobilisation of equipment, crew and materials, including:
  - planning and preparing for execution of the operations
  - assessing work activity and determining required equipment and operational techniques
  - developing, sharing and monitoring work plans
  - applying safe work practices and identifying and reporting all potential hazards, risks and environmental issues
  - reading, writing, preparing and completing reports and checklists
  - providing team leadership and organisation
- work with others to plan and supervise the mobilisation of equipment, crew and materials, including:
  - communicating instructions to those involved
  - preparing for and conducting briefings, toolbox and site meetings
  - maintaining written records and the reports.

## 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 established requirements for planning and supervising the mobilisation of equipment, crew and materials, including those for:
  - risk assessment and management
  - workplace health and safety
  - environmental management
  - workplace communication
- work monitoring and continual improvement methods
- site geology and its impact on drill requirements
- the relative benefits and limitations of different methods of drilling
- the relative benefits and limitations of different rigs
- the strengths and weaknesses of crews
- heritage and environmental requirements
- equipment selection criteria.

## Assessment Conditions

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

- include access to:
  - personal protective equipment
  - equipment required to plan and supervise the mobilisation of equipment, crew and materials
- 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 RII 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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