



**Australian Government**

# **RIIPRO401D Supervise processing operations**

**Release: 2**

# RIIPRO401D Supervise processing operations

## Modification History

| Release | Comment                                                                                                                                                                                                                                                                                                         |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | This unit replaces RIIPRO401A Supervise processing operations                                                                                                                                                                                                                                                   |
| 2       | Required frequency and volume of evidence amended in Performance evidence.<br>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 develops a participant's skills and knowledge required to supervise processing operations in Coal and Metalliferous mining.

### **This unit is appropriate for those working in supervisory roles**

No licensing, legislative or certification requirements apply to this unit at the time of publication

## Unit Sector

Coal mining

Metalliferous mining

## Elements and Performance Criteria

|                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Plan, prepare for supervision of processing operations | 1.1 Access, interpret and apply processing operations documentation and ensure the work activity is compliant<br>1.2 Obtain, read, interpret, clarify and confirm work requirements<br>1.3 Identify and address potential risks, hazards and environmental issues, and implement control measures<br>1.4 Select and wear correct personal protective equipment appropriate for work activities<br>1.5 Access and share with team members the required geological and survey data<br>1.6 Prepare an action plan, in consultation with team members, making best use of the available resources |
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|                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                         | 1.7 Acquire and make available the necessary resources<br>1.8 Identify training requirements of individuals/teams and develop training plans                                                                                                                                                                                                                                                             |
| 2. Initiate processing operations and maintenance activities            | 2.1 Assign responsibilities and issue clear and timely instructions to team members and others involved<br>2.2 Ensure hand over from shift to shift, and changes to operations, are clearly informed<br>2.3 Set up maintenance systems to meet the requirements of the processing plan<br>2.4 Implement training plans                                                                                   |
| 3. Monitor, adjust and report on execution of the processing operations | 3.1 Ensure safe, effective and efficient execution of tasks<br>3.2 Monitor processing operations performance and ensure achievement of planned outcomes<br>3.3 Initiate adjustments to work programs to address non-achievement of planned outcomes<br>3.4 Complete and submit written reports<br>3.5 Recommend changes to improve the safety, efficiency and effectiveness of the processing operations |

## 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

RIIPRO401A Supervise processing operations

## 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 RIIPRO401D Supervise processing operations

## Modification History

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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 legislation, documentation, policies and procedures
- implements appropriate procedures and techniques for the safe, effective and efficient supervision of processing operations including:
  - providing team leadership
  - determining appropriate operational techniques
  - assigning plant and equipment
  - developing and administering work plans
- works effectively with others to plan, prepare and conduct processing operations including:
  - providing clear and timely instruction and supervision using a range of communication techniques to those involved
  - preparing for and conducting briefings, toolbox and site meetings
  - maintaining clear and legible written records and the reporting systems
- demonstrates completion of supervision of processing operations that safely, effectively and efficiently meets all of the required outcomes on more than one (1) occasion including:
  - supervision of operations, and achievement of planned outcomes
  - providing recommendations for the improvement of the safe, effective and efficient execution of operations/tasks
  - identifying training needs and implementing training plans

## Knowledge Evidence

The candidate must demonstrate knowledge in supervising processing operations through:

- implementing processing operations plans
- managing operations within plant and equipment capabilities and limitations
- team leadership techniques
- undertaking works planning techniques
- applying mentoring techniques
- works planning techniques
- monitoring methods

## 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 Mining, Extractive (Quarrying) and Civil Construction | 1           | 1 Year                                                         |
|                                                                                            | 2           | 2 Years                                                        |
| Drilling, Coal Mining and Extractive                                                       | 3-6         | 3 Years                                                        |

|                                             |                                                                                                                                                                                                                                                                                                                                |         |
|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| (Quarrying)                                 |                                                                                                                                                                                                                                                                                                                                |         |
| 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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