



Australian Government

Department of Education, Employment and Workplace Relations

RIIMSM304A Inspect small mines operations

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit covers the inspection of small mine operations in the metalliferous mining industry. It includes preparing for inspections activities and inspecting mine operations. 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.

Application of the Unit

This unit is appropriate for those working in an operational role at worksites within:

- Metalliferous mining

Licensing/Regulatory Information

Refer to Unit Descriptor.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare for inspection activities	1.1. Access, interpret and apply compliance documentation relevant to the work activity 1.2. Obtain and confirm mine operational information from mine records and planning documents 1.3. Obtain and confirm future planned operations information related to the work area and confirm with appropriate people 1.4. Access and interpret geological and survey data to assess the effect on mine inspection activities 1.5. Obtain and interpret legislative and site requirements 1.6. Access safety information and procedures which may impact on mine operations 1.7. Identify and access all recording and reporting documents required by legislation and local mine procedures 1.8. Coordinate activities with others at site prior to commencement of, and during inspections
2. Inspect mine operations	2.1. Conduct inspections as detailed in legislative requirements and local mine procedures 2.2. Respond immediately to instances of non-compliance to regulatory or other operational practices which endanger personnel 2.3. Discuss inspection findings with responsible parties and initiate a response to restore operational safety and site compliance 2.4. Record results of inspections and process records in accordance with legislative requirements and local mine procedures

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required skills

Specific skills are required to achieve the Performance Criteria of this unit, particularly for its application in the various circumstances in which this unit may be used. This includes the ability to carry out the following, as required to inspect small mine operations:

- apply legislative, organisation and site requirements and procedures for the inspection of small mine operations
- read, explain and apply:
 - technical information
 - site/legislative requirements
 - job priorities
- apply geological and survey information
- recognise potential hazards and apply corrective measures according to site/legislative procedures
- provide feedback
- prepare technical reports
- investigate and report on incidents

Required knowledge

Specific knowledge is required to achieve the Performance Criteria of this unit, particularly for its application in the various circumstances in which this unit may be used. This includes knowledge of the following, as required to inspect small mine operations:

- site machinery and equipment safety requirements
- legislative and site requirements and procedures
- site/legislative requirements for inspections
- geological, geographical and survey data
- extractive operations
- equipment characteristics, technical capabilities and limitations
- operational and maintenance procedures
- risk management procedures

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	The evidence required to demonstrate competency in this unit must be relevant to worksite operations and satisfy all of the requirements of the performance criteria, required skills and knowledge and the range statement of this unit and include evidence of the following: • knowledge of the requirements, procedures and instructions for inspecting small mine operations • implementation of requirements, procedures and techniques for the safe, effective and efficient completion of inspecting small mine operations • working with others to undertake and complete the inspection of small mine operations that meets all of the required outcomes • consistent timely completion of small mine operations inspection that safely, effectively and efficiently meets the required outcomes
Context of and specific resources for assessment	• This unit must be assessed in the context of the 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 workplace performance, including task skills, task management skills, contingency management skills and job role environment skills. • Assessment of this competency requires typical resources normally used in a resources and infrastructure sector environment. Selection and use of resources for particular worksites may differ due to the site circumstances. • The assessment environment should not disadvantage the participant. For example, language, literacy and numeracy demands of assessment should not be greater than those required on the job.

	• Customisation of assessment and delivery environment to sensitively accommodate cultural diversity. • Aboriginal people and other people from a non English speaking background may have second language issues. • Where applicable, physical resources should include equipment modified for people with disabilities. Access must be provided to appropriate learning and/or assessment support when required.
Method of assessment	This unit may be assessed in a holistic way with other units of competency. The assessment strategy for this unit must verify required knowledge and skill and practical application using more than one of the following assessment methods: • written and/or oral assessment of the candidate's required knowledge • observed, documented and/or first hand testimonial evidence of the candidate's: • implementation of appropriate requirement, procedures and techniques for the safe, effective and efficient achievement of required outcomes • consistent achievement of required outcomes • first hand testimonial evidence of the candidate's: • working with others to undertake and complete the inspection of small mine operations
Guidance information for assessment	Consult the SkillsDMC User Guide for further information on assessment including access and equity issues.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Relevant compliance documentation may include:	• legislative, organisational and site requirements and procedures • manufacturer's guidelines and specifications • Australian standards • Employment and workplace relations legislation • Equal Employment Opportunity and Disability Discrimination legislation
Operational information may include:	• mine layout and plan • previous shift inspection reports • personnel and equipment availability • work and equipment locations • production targets and other work requirements • incidents • hazards and potential hazards • coordination requirements/issues
Safety information and procedures may be contained in:	• legislation and regulations/relevant Australian standards • Safety Management Plan • OHS policy • code of practice • manufacturer's instructions • safe working or job procedures (or equivalent) • emergency response plan • incident investigation models
Coordinate may be to:	• plan activities • set priorities for activities • establish liaison channels with other personnel, neighbouring mines, and regulatory bodies • ensure work and safety requirements are passed to and reinforced with safety, and operational personnel and contractors
Inspections required include all	• working on or around excavation areas

safety aspects of:	• machinery and equipment • mines services • working faces • stockpiles • shafts • installed safety measures
Legislation may include Acts and regulation dealing with:	• mining safety and health • mine inspection • OHS • explosives • Dangerous Goods Act • environment

Unit Sector(s)

Metalliferous Mining (Small Mines)

Competency field

Refer to Unit Sector(s).

Co-requisite units

Not applicable.