



Australian Government

Department of Education, Employment and Workplace Relations

RIIOHS403A Apply the mine occupational health and safety management plan

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit covers applying the mine occupational health and safety management plan in the coal and metalliferous mining industries. It includes: identifying and interpreting the requirements of the plan; applying the plan; and monitoring the effectiveness of the OHS control measures.

Application of the Unit

This unit is appropriate for those working in a supervisory role or as a technical specialist, within:

- Coal mining
- 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. Identify and interpret the requirements of the Occupational Health and Safety Management Plan	1.1. Access, interpret and apply compliance documentation relevant to mine occupational health and safety management plans 1.2. Access, interpret and clarify the Occupational Health and Safety Plan 1.3. Identify and clarify roles and responsibilities, as specified in the Occupational Health and Safety Plan and communicate and clarify individual responsibilities and tasks to relevant personnel 1.4. Identify, obtain and allocate resources and equipment required for the application of the Occupational Health and Safety Plan 1.5. Identify individual training needs 1.6. Identify, report and review the major hazards at the mine site in accordance with the Occupational Health and Safety Plan and review established procedures 1.7. Determine appropriate controls for hazards in accordance with the Occupational Health and Safety Plan and develop risk control measures in accordance with the Occupational Health and Safety Plan 1.8. Identify potential safety, health or hygiene risks in accordance with the Occupational Health and Safety Plan
2. Apply Occupational Health and Safety Plan	2.1. Determine requirements of the Occupational Health and Safety Plan as applied to the mine site 2.2. Assess and communicate the nature and scope of the incidents in accordance with the emergency plan 2.3. Prepare an action plan in consultation with relevant work team members to maintain health and safety in accordance with the Occupational Health and Safety Plan 2.4. Apply and monitor occupational health and safety plans and procedures in accordance with the Occupational Health and Safety Plan 2.5. Apply procedures for monitoring,

	recording and reporting on hazards in accordance with the Occupational Health and Safety Plan
3. Monitor effectiveness of OHS control measures	3.1. Monitor the application of health and safety procedures and control measures in accordance with the Occupational Health and Safety Plan 3.2. Monitor the activities of the work group in relation to any major hazards identified at the mine site 3.3. Monitor the use, effectiveness and appropriateness of safety procedures including adequate personal protective equipment, systems and measures 3.4. Monitor systems and procedures for manual and assisted handling 3.5. Monitor the health aspects relevant to work activities and requirements 3.6. Monitor adequacy of control measures and revise where necessary 3.7. Action or recommend changes to improve the health and safety aspects of the job 3.8. Investigate and report any accident or near miss 3.9. Maintain OHS records of work injury, incidents, health and hygiene issues in accordance with OHS System and Plan and relevant legislation 3.10. Report OHS issues which need resolving by others

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 in this unit, particularly for the application in the various circumstances in which this unit may be applied. This includes the ability to carry out the following as required to apply the mine occupational health and safety management plan:

- apply legislative, organisation and site requirements and procedures
- access, interpret and apply technical information
- communicate ideas and information
- plan and organise activities
- prepare and document procedures in a system
- apply and monitor mine site procedures and systems
- apply risk management processes and techniques
- conduct enquiries/investigations and prepare reports
- access, evaluate and apply data from monitoring systems and equipment / plant
- work with others and in teams
- identify health & hygiene training needs
- apply review and audit processes and techniques

Required knowledge

Specific knowledge is required to achieve the Performance Criteria of this unit, particularly its application in a variety of circumstances in which the unit may be used. This includes knowledge of the following, as required to apply the mine occupational health and safety management plan:

- legislative and industry OHS standards and compliance requirements
- appropriate work processes
- appropriate health and hygiene standards
- hazard identification and risk management
- observation and inspection methods
- potential impacts of drug and substance abuse on fitness for work
- personal protective equipment and measures
- manual handling codes and practices
- mine hazards associated with :
 - hazardous substances, dusts, noise, vibration
 - the mining processes
 - explosives (where used)
 - high-wall/low-wall failure and water ingress
 - mining equipment and haul roads
- emergency procedures

- plant isolation techniques
- conventional signage techniques

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 applying mine occupational health and safety management plan • implementation of appropriate procedures and techniques for the safe, effective and efficient application of mine occupational health and safety management plans • working with others to plan, prepare and apply mine occupational health and safety management plans • provision of clear and timely instruction and supervision by the individual of those involved in applying mine occupational health and safety management plans • evidence of the consistent successful application of the mine occupational health and safety management plan
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. • 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. • 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. • 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 procedures and techniques for the safe, effective and efficient achievement of the required outcomes • consistently achieving the required outcomes • first hand testimonial evidence of the candidate's: • working with others to plan, prepare and apply mine occupational health and safety management plans • provision of clear and timely instruction and supervision by the individual of those involved in the application of the mine occupational health and safety management plan
Guidance information for assessment	Consult the SkillsDMC User Guide for further information on assessment including access and

	equity issues.
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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, organisation and site requirements and procedures • manufacturer's guidelines and specifications • Australian standards • code of practice • Employment and workplace relations legislation • Equal Employment Opportunity and Disability Discrimination legislation
Occupational Health & Safety Plan and system:	• Should be available for each mine. This would outline the system of managing the mine to ensure it can be operated safely and specific plans to control any established hazards.
Resources and materials may include:	• selection and purchasing procedures • materials safety data sheets (MSDS) • risk assessment leading to standard operating procedures or plant mods • health and safety audits • training requirements for competency to operate • maintenance procedures
Hazard is defined as:	• a source of potential harm or a situation with a potential to cause loss
Training may include:	• induction • competency training for work activities • safety meetings • involvement in defining work procedures • tool box talks and circular updating safety information • safety training sessions • input into work procedures or mine development plans • safety, health and hygiene inspections
Major hazards in mines may include:	• explosives and blasting • potential for slope instability

	• potential for fire or flooding • potential for major machinery collapse • health concerns, e.g. relating to specific materials being mined • safety concerns, e.g. relating to the method of mining, material properties
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Controls for hazards may include:	• elimination remove activity, engineering out hazards • substitution use less hazardous materials, substances or processes • separation isolate hazards from person by guarding, space or time separation • administration adjusting the time or conditions of risk exposures • training improving competency making tasks less hazardous to perform • personal protective equipment (used as last resort) appropriately designed and properly fitted equipment to allow safety and health to be maintained in carrying out duties where there is some risk from exposure
Risk is defined as:	• The chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood
Safety, health and hygiene risks may include those resulting from:	• shift work and lack of sleep resulting in fatigue • sanitation and hygiene requirements, including: • potable water • cleanliness and sanitation • vermin control and eradication • chemical and hazardous materials, including: • industrial chemicals • diesel, oils, hydraulic oils • asbestos • explosives • dust, including: • asthma, silicosis, asbestosis and other diseases of the lung • failure of monitoring and analysis of dust, • failure of dust control systems include filters, isolation, personal protective equipment • failure to apply mine transport networks and rules, including: • route • traffic rules • signage and barriers • failure to apply personal protection, including those for:

	• hearing • eyes (industrial, radiation, ultra-violet, infra-red radiation, dust) • respiratory protective devices • hand, head, hair, feet • protective clothing • safety belts and harnesses • failure to apply safety signs • stress and stressors, including: • drugs may, including: • alcohol, nicotine • prescription drugs • illicit drugs and substances • impact of drugs on fitness for work • vibration hazards resulting from: • hand operated equipment • drilling equipment • corrugated roads • springs and seating • noise management controls • heat/cold exposure protection
Incident is:	• any unplanned event resulting in, or having a potential for injury, ill health, damage or other loss
Records of injury, incidents, health and hygiene issues may include:	• classification (injury, fatal injury, work days lost, employees, time frames etc) • reporting parameters • statutory reporting requirements • investigation outcomes • employee rehabilitation programs

Unit Sector(s)

Occupational Health and Safety

Competency field

Refer to Unit Sector(s).

Co-requisite units

Not applicable.