



Australian Government

Department of Education, Employment and Workplace Relations

RIIPRO402A Supervise recycled materials operations

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit covers the supervision of recycled materials operations in a worksite in extractive industries. It includes the requirements for planning, preparing for and initiating recycled materials operations and monitoring, adjusting and reporting on the execution of the recycled materials operations.

Application of the Unit

This unit is appropriate for those working in a supervisory role or as a technical specialist, supervising recycled materials operations at surface worksites within:

- Extractive industries

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. Plan, prepare for and initiate recycled materials operations	1.1. Access, interpret and apply compliance documentation relevant to the conducting of recycled materials operations 1.2. Access and share with team members the geological and survey data required to complete the recycled materials operations 1.3. Prepare an action plan, in consultation with team members, which makes best use of the available resource and takes into account the requirements of the recycled materials plan 1.4. Acquire and make available the necessary resources for the safe, effective and efficient conduct of recycled materials operations 1.5. Issue clear and timely instructions to team members and others involved, for the safe, effective and efficient conduct in the recycled materials operations in accordance with the recycled materials plan
2. Monitor, adjust and report on execution of the recycled materials operations	2.1. Ensure safe, effective and efficient execution of tasks in accordance with the recycled materials plan 2.2. Monitor recycled materials operations performance to ensure achievement of planned outcomes 2.3. Complete and submit reports as required by the recycled materials plan 2.4. Recommend changes to improve the safety, efficiency and effectiveness of the recycled materials operations

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 supervise recycled materials operations:

- apply legislative, organisation and site requirements and procedures
- provide team leadership
- apply procedures for choosing operational techniques
- apply procedures for choosing and assigning plant and equipment
- apply techniques for developing and administering work plans

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 supervise recycled materials operations:

- site risk, statutory compliance, health, safety, environmental, quality and communication requirements and procedures
- recycled materials operations plan
- team leadership techniques
- operational techniques required for execution of the operations
- plant and equipment capabilities
- work planning techniques
- work monitoring methods

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 the supervision of recycled materials operations • implementation of appropriate procedures and supervision of recycled materials operations • working with others to plan, prepare and conduct recycled materials operations • provision of clear and timely instruction and supervision by the individual of those involved in recycled materials operations • evidence of the consistent successful recycled materials operations
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 conduct recycled materials operations • provision of clear and timely instruction and supervision by the individual of those involved in the conduct of the recycled materials 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, 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
Geological data may include:	• rock type and characteristics • faults and joints • water tables or other water sources
Survey data may include:	• floor heights • bench widths • grades
Recycled materials plan may include:	• production targets • product mix requirements • quality requirements • stockpiling requirements • raw feed blending requirements • tailings deposition/treatment requirements and procedures • reporting and record requirements and procedures
Resources may include:	• labour • materials • services • equipment
Instructions may be issued in briefings, handovers, and work orders and may include:	• nature and scope of tasks • achievement targets • refuelling arrangements • operational conditions • obtaining permits required • site layout

	• out of bounds areas • worksite inspection requirements • plant or equipment defects • hazards and potential hazards • coordination requirements or issues
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Unit Sector(s)

Processing (General)

Competency field

Refer to Unit Sector(s).

Co-requisite units

Not applicable.