



Australian Government

Department of Education, Employment and Workplace Relations

RIIRAI607A Establish quarry operations

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit covers establishing quarry operations in the extractive industries. It includes: preparing for the initiation of operations; establishing the human resource requirement for the operation; and establishing the system for physical resource acquisition.

Application of the Unit

This unit is appropriate for those working in a management role or as a technical specialist, 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. Prepare for the initiation of operations	1.1. Access, interpret and apply compliance documentation relevant to establishing quarry operations 1.2. Access, interpret and clarify the approved site development plan in consultation with internal and external stakeholders 1.3. Prepare detailed business and marketing plans/budgets/financial models and contingency plans for the operation
2. Establish the human resource requirement for the operation	2.1. Access, interpret and clarify requirements and procedures relating to human resource management 2.2. Establish parameters for employment of site personnel in accordance with site needs 2.3. Select and appoint site management personnel in accordance with organisation's requirements and site parameters 2.4. Identify potential training needs and develop training plan in consultation with site manager 2.5. Develop and implement position descriptions in consultation with site manager and in accordance with requirements and procedures and the site parameters 2.6. Establish site personnel selection procedures in consultation with site manager and in accordance with requirements and procedures
3. Establish the system for physical resource acquisition	3.1. Access, interpret and clarify requirements and procedures relating to the acquisition of physical resources 3.2. Identify the physical resources required for the safe, effective and efficient operation of the site 3.3. Establish, communicate and ensure the application of parameters for acquisition of physical resources in accordance with site needs and requirements and procedures 3.4. Facilitate and monitor the acquisition of physical resources required for the safe,

	effective and efficient operation of the site.
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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 establish quarry operations:

- apply legislative, organisation and site requirements and procedures
- apply business plan development requirements and procedures
- apply resource plan development requirements and procedures
- apply project budget preparation requirements and procedures
- apply title search procedures
- interpret survey data
- apply procedures for gaining of statutory/legal approvals
- apply tender specifications preparation requirements and procedures
- apply negotiation techniques and contract finalisation requirements and procedures
- apply procedures for the implementation of project management strategies
- apply procedures for the implementation of change
- access and use appropriate technologies
- apply management report preparation and presentation requirements and procedures
- apply techniques for negotiation with internal/external customers, community and statutory/legal authorities
- apply conflict resolution 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 establish quarry operations:

- quarry design
- market research
- statutory/legal control
- titles management
- organisational objectives
- resource quantification
- project management
- financial models
- fundamentals of contract law
- planning and strategic management
- human resource policies and practices

- industrial awards/enterprise agreements
- business planning
- risk management
- customer/client relations
- organisational change and development
- quarry operations, plant and equipment
- computer applications
- negotiation 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 the establishing of quarry operations • implementation of procedures and techniques for the safe, effective and efficient completion of the establishing of quarry operations • the identification of the relevant information and scope of the work required to meet the required outcomes • the identification of viable program options and the selection of programs that best meet the required outcomes • working with others to undertake and complete the establishing of quarry operations • consistent and timely completion of the establishing of quarry 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 civil works environment. Selection and use of resources for particular worksites may differ due to 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 • identification of the relevant information and scope of the work required • identification of viable options and the selection of options that best meet the required outcomes • consistently achieving the required outcomes • first hand testimonial and documentary evidence of the candidate's: • working with others to undertake and complete the establishing of quarry operations • consistent and timely gaining of approval of proposed quarry operations • provision of clear, timely required support

	and advice on the implementation of quarry 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
Stakeholders may include:	• senior management • operating managers • project managers • other employees • regulatory authority representatives • tenderers • contractors • community • suppliers • customers
Physical resources may include:	• fixed and mobile plan • equipment • buildings • infrastructure • power/energy

Unit Sector(s)

Resources and Infrastructure

Competency field

Refer to Unit Sector(s).

Co-requisite units

Not applicable.