



Australian Government

Department of Education, Employment and Workplace Relations

RIIUND308A Conduct control room operations

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit covers the conduct of control room operations in the resources and infrastructure industries. It includes planning and preparing for control room operations, monitoring and managing operations and conducting housekeeping activities. 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. Plan and prepare for control room operations	1.1. Access, interpret and apply <i>compliance documentation</i> relevant to the work activity 1.2. Plan and prepare work 1.3. Receive, interpret and clarify shift changeover details 1.4. Select appropriate personal protective equipment 1.5. Perform computer systems and equipment pre-start checks 1.6. Identify, address and report <i>potential risks and hazards</i> 1.7. Carry out <i>pre-operational checks</i> and start-up procedures 1.8. Identify, address and report <i>environmental issues</i> 1.9. Adhere to emergency procedures to ensure safety of personnel, equipment and site 1.10. Check records and identify outstanding maintenance inspections and record identified defects 1.11. Use approved <i>dust suppression and extraction methods</i>
2. Monitor and manage operations	2.1. <i>Monitor and manage operations</i> utilising appropriate <i>indicators</i> 2.2. <i>Manage faults</i> according to site procedures 2.3. Communicate with equipment operators and personnel using approved communication methods 2.4. Complete all required documentation clearly, concisely and on time 2.5. Pass on end-of-shift information to oncoming shift
3. Conduct housekeeping activities	3.1. <i>Clean</i> equipment 3.2. Clean and store auxiliary service equipment

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 conduct control room operations:

- apply legislative, organisation and site requirements and procedures for conducting control room operations
- direct equipment operators
- monitor equipment operations

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 conduct control room operations:

- emergency procedures
- equipment processes, technical capability and limitations
- equipment safety requirements
- isolation procedures
- monitoring procedures
- OHS procedures
- operational procedures and checks

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 conducting control room operations • implementation of requirements, procedures and techniques for the safe, effective and efficient completion of control room operations • working with others to undertake and complete control room operations that meet all of the required outcomes • consistent timely completion of control room operations that safely, effectively and efficiently meet 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 should 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 requirements, 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 control room 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:	• legislation, which may include Acts and regulation dealing with • mining safety and health • mine inspection • OHS • explosives • 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
Potential risks and hazards may include:	• spillage • visibility • communication failure • unauthorised personnel • control room malfunction • power failure
Pre-operational checks may include:	• all lights working • checking stop buttons • checks tags are in place • control panel operations • performing function tests • personnel listings and clearances • resetting • security control • video cameras operational and clean
Environmental issues may include:	• live overhead wires • humidity • dust
Dust suppression and extraction methods may include:	• mobile/fixed sprays • screens (vent doors, vent blinds)

	• use of water trucks • ventilation bags operational • watering down site
Monitor and manage operations may include:	• control fire • monitor machinery • monitor operators and equipment progress • monitor production mucking • monitor tag system • operate rock breaking • use video camera
Indicators may include:	• cameras • computer systems • surveillance system
Manage faults may include:	• acknowledge alarm • notify operator at site • reset alarm • restart • visual inspection
Clean may include:	• degreasing • forced air • steam cleaning • water

Unit Sector(s)

Underground Mining

Competency field

Refer to Unit Sector(s).

Co-requisite units

Not applicable.