

RII40411

Certificate IV in Underground Coal Operations

COURSE INFORMATION

Certificate IV in Underground Coal Operations RII40411

Overview

This qualification reflects the role of employees such as mine supervisor, team leader or deputy, in an underground coal mine who perform tasks involving a broad range of varied activities most of which are complex and non-routine. They are responsible for the quantity and quality of the output of others, contribute to the development of technical solutions to non-routine problems and apply safety management plans to the workplace.

How does this work in the coal mining industry?

You need to be employed in the underground coal mining industry to undertake studies in this qualification. To successfully complete the qualification you will need to have access to supervisory and management system within a current underground coal mining environment.

Additionally, you will need the support of a current undermanager, deputy or mine site safety officer to act as a third party assessor to validate your on the job competence.



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What does the Certificate IV in Underground Coal Operations cover?

The Certificate IV in Underground Coal Operations is designed to meet the current and future competency development needs of new and existing personnel participating in a variety of work functions and activities within underground coal mining in Australia.

Requirements for completion of the qualification

The following table provides the packaging rules for this qualification, followed by the list of relevant units of competency.

Note about regulations: RIIMCU406A is Mandatory in NSW.

Successful completion of thirteen (13) units of competency made up of:

- nine (9) mandatory units, and
- four (4) elective units of which:
 - at least one (1) must come from the specified electives listed below
 - up to three (3) from the general electives listed below
 - up to one (1) unit may come from Certificate III, Certificate IV or Diploma level from this, or any other Training Package

Units chosen must be relevant to the job function. Care must be taken to ensure that all prerequisites specified within imported units, or units chosen as electives, are complied with





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Mandatory Units

Individuals can select to complete **either** RIIBLA201A **OR** RIIBLA302A

Note: RIIBLA201A is the minimum requirement in Queensland

Note: RIIBLA302A or RIIBLA202A is mandatory in NSW

Unit Code	Unit Title
RIIBLA201A	Support shotfiring operations
RIIBLA302A	Conduct shotfiring operations in underground coal mines
RIIERR402A	Apply and monitor underground coal mine emergency preparedness and response systems
RIIMCU403A	Apply and monitor the gas management plan
RIIMCU407A	Apply and monitor the strata management plan
RIIMCU408A	Apply the spontaneous combustion management plan
RIIMEX406A	Apply and monitor mine transport system and production equipment
RIIRAI401A	Apply and monitor mine services and infrastructure systems
RIIRIS402A	Carry out the risk management processes
RIIUND401A	Apply and monitor the ventilation management plan

Note Modules in RED are the electives selected for this course.



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Specified Electives

Note: RIIMCU406A is mandatory in NSW

Unit Code	Unit Title
RIIMCU303A	Conduct continuous miner operations
RIIMCU304A	Conduct shuttle car operations
RIIMCU305A	Conduct outburst mining operations
RIIMCU306A	Conduct shearer operations
RIIMCU307A	Conduct longwall face equipment operations
RIIMCU401A	Conduct special roadway operations
RIIMCU404A	Apply and monitor the gas drainage management plan
RIIMCU405A	Apply and monitor the outburst management plan
RIIMCU406A	Apply and monitor the inrush management plan
RIIUND304A	Recover equipment



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General Electives

Unit Code	Unit Title
BSBCUS401A	Coordinate implementation of customer service strategies
BSBINN301A	Promote innovation in a team environment
BSBLED401A	Develop teams and individuals
BSBMGT401A	Show leadership in the workplace
BSBMGT402A	Implement operational plan
BSBMGT403A	Implement continuous improvement
BSBOHS407A	Monitor a safe workplace
BSBWOR404A	Develop work priorities
RIICOM301A	Communicate information
RIIERR403A	Lead rescue team
RIIOHS301A	Conduct safety and health investigations



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How will the course content be covered?

The STI Certificate IV in Underground Coal Operations has three primary pathways of development; a “fully-formal” pathway; a “recognition” pathway and, an “assessment only” pathway. In addition to this, candidates will have the option to take advantage of a “blended pathway” which combines processes of recognition, assessment-only and formal training.

Fully-Formal Training (Face to Face)

Where the focus of the candidate is on gaining new competencies, a learning and assessment pathway will be developed for face to face learning.

In the context of the Underground Coal Operations qualification this will be the most widespread approach for new entrant candidates who have no previous training experience or background in this area of supervision.

Recognition

This pathway has many names – Skills Recognition, Recognition of Current Competence (RCC) and Recognition of Prior Learning (RPL).

Where the focus of the candidate is on gaining recognition for existing competencies, the recognition pathway will be the most relevant.

Assessment-Only

Where the candidate feels that they have the requisite competencies, but cannot easily prove these through recognition, the assessment-only pathway is likely to be the best option. This enables the candidate to prove competency by completing the assessment component of the course only.

Blended

This option is best for candidates who want flexibility in their study options. As such, they can complete the course using any range of STI study modes. (i.e. by combining face-to-face, recognition and assessment-only options)



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What Is Your Course Modules and Schedule?

Code	Title	Days
RIIRIS402A	Carry out the risk management processes	2 Days
RIIUND401A	Apply and monitor the ventilation management plan	2 Days
RIIMCU403A	Apply and monitor the gas management plan	2 Days
RIIBLA202A	Support shotfiring operations in underground coal mines	2 Days
RISCOM301A	Communicate in the workplace	2 Days
RIIMCU405A	Apply and monitor the outburst management plan	2 Days
RIIMCU407A	Apply and monitor the strata management plan	2 Days
RIIRAI401A	Apply and monitor mine services and infrastructure systems	2 Days
RIIMCU408A	Apply the spontaneous combustion management plan	2 Days
RIIMEX406A	Apply and monitor mine transport system and production equipment	2 Days
RIIERR402A	Apply and monitor underground coal mine emergency preparedness and response systems	2 Days
RIIMCU406A	Apply and monitor the inrush management plan	2 Days
RIIOHS301A	Conduct safety and health investigations	2 Days
Non Accredited	Coaching Techniques for Coal Board Exam	2 Days



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How is the course organised?

Full Course

This course is delivered via blended learning and assessment, which includes a combination of in class, self paced study and projects. The course under flexible delivery involves two full days training per module per month for a period of twelve months.

Outside of this, participants are required to complete learning projects and assessment tasks.

The blended learning course involves approximately 350 hours of a combination of in-class, self paced learning and assessment.

How are the participants assessed?

Participants will be assessed in a variety of ways during the course. The matrix outlines the key means of assessing each unit of competency. In face-to-face courses, participants will have a combination of in-class activities and post-course assessment.



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Unit of Competency	A	B	C	D	E	F	G	H
Carry out the risk management processes	✓	✓		✓	✓		✓	✓
Apply and monitor the ventilation management plan		✓			✓		✓	✓
Apply and monitor the gas management plan		✓			✓		✓	✓
Support shotfiring operations in underground coal mines	✓	✓					✓	✓
Communicate in the workplace		✓		✓				✓
Apply and monitor the outburst management plan		✓			✓		✓	✓
Apply and monitor the strata management plan		✓			✓	✓		✓
Apply and monitor mine services and infrastructure systems		✓		✓			✓	✓
Apply the spontaneous combustion management plan		✓			✓		✓	✓
Apply and monitor mine transport system and production equipment		✓		✓			✓	✓
Apply and monitor underground coal mine emergency preparedness and response systems		✓			✓			✓
Apply and monitor the inrush management plan		✓			✓		✓	✓
Conduct safety and health investigations	✓	✓	✓		✓		✓	✓
<u>KEY</u>								
A – Demonstration / Observation				E – Project				
B - Questioning				F – Case Study				
C - Interview				G – Written Test / Workbook				
D – Scenario				H – Report / Portfolio				



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Why Safety Training & Inductions?

Since January 2002 Safety Training & Inductions has helped many Australians obtain their nationally recognised qualifications. Safety Training & Inductions combined with industry leaders in coal mining training for over 9 years. STI understands the coal mining industry, your requirements and the operating conditions which is your normal working environment.

Experienced and Enthusiastic Trainers

STI uses a team of highly qualified and experienced trainers and assessors to ensure that course participants are exposed to a variety of training styles and have the benefit of the trainers' wealth of experience. Each STI trainer is professional, enthusiastic, and personally committed to delivering high quality training.

Flexible Training Options

Each program is designed with your specific requirements in mind. Therefore, we strive to develop participants' skills, knowledge and attitudes in the key areas of best practice in becoming a qualified supervisor. Subject to availability, anyone can enrol in STI training courses.

For corporations and other organisations STI can provide you with your own course at the location and time of your preference, customising the program to suit your unique organisational needs. STI has always been highly regarded for our user-friendly recognition services that allow participants the option to obtain their qualifications through Assessment Only, Skills Recognition, Recognition of Current Competence (RCC) and/or Recognition of Prior Learning (RPL).

Superior Facilities and Resources

In an intensive course it is important for participants to be comfortable and relaxed. Consequently, STI only selects venues and training rooms that provide an effective learning environment. These are a combination of our modern training facilities and purposeful training spaces in other key locations as required.

Every one of STI's trainers uses state-of-the-art technology in teaching and demonstrating the course material.

A variety of relevant and topical study materials stimulate the learning process. These include participant work booklets, study guides, websites and reference books.





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Frequently Asked Questions

Are you registered?

Yes, Safety Training & Inductions partner with Registered Training Organisation (RTO) in New South Wales. Including partners such as Bannister Technical (RTO).

What experience do your trainers have?

We employ trainers with high levels of skill, experience and qualifications in general adult learning/vocational areas and also in the specific delivery of coal mining training.

What does the STI Code of Practice mean to me?

Working with Registered Training Organisations, STI operates in accordance with the Australian Quality Training Framework Standards for RTOs. This includes a commitment to principles whereby STI will:

- Adhere to all relevant legislative requirements from Federal, State and Territory governments. In particular, Workplace Health and Safety and Anti-Discrimination requirements are met at all times.
- Enrol participants in an ethical and responsible manner.
- Rely upon an Access and Equity Policy which ensures that our enrolment criteria and provision of training and assessment services comply with Equal Opportunity legislation and the spirit of a 'fair go for all'.
- Recognise the training qualifications issued by other RTOs.
- Apply sound financial practices which protect participant fees paid in advance.
- Strive for excellence in our human resource standards and seek experienced and talented trainers, assessors and administration staff.
- Be committed to providing quality service and a focus on continuous improvement. STI also values feedback from clients, staff and organisations for incorporation into future programs.
- Utilise sound management practices to ensure timely issue of assessment results and qualifications, which are appropriate to competencies achieved and issued in accordance with national guidelines.



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Fees and Refunds

Safety Training & Inductions (STI) is committed to delivering the highest quality training and assessment services at competitive pricing. We have adopted the following policies so that we can maintain competitive pricing for all STI participants.

No Enrolment Fee

All listed prices are the only price that STI participants need to pay in order to enrol in and complete an STI course. STI does not charge any enrolment fees, administration fees, or participant services fees.

Course Enrolment Fee

The course enrolment fee for the Certificate IV in Underground Coal Operations is as follows.

Module Price

\$600.00 per unit module

Qualification Price

13 units x \$600.00 = \$7800



Payment of Fees

Alternatively you may elect to pay via electronic funds transfer quoting the code RII and your name in the payment details section.

Please contact us for Payment details

*Safety Training & Inductions Pty Ltd
Keith Murray
0409 927 121*

Non-Payment Cancellation Option

For STI face-to-face courses, payment should be finalised more than five working days before the course commencement date. STI reserves the option to cancel an enrolment for non-payment if the course has not been paid five working days before the course commencement date, although this requirement is routinely waived if the training course fees are being paid by government departments and agencies, businesses and other organisations that require invoices for payment.



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Participants responsible for paying their training course fees should contact STI if they will be unable to finalise payment at least five working days before their course commencement date. Participants should be aware that the existence of STI's option to cancel an enrolment because of non-payment does not in any way reduce the participant's obligation to pay a Cancellation Fee or the Course Price in the event of them cancelling their enrolment or failing to attend their scheduled training.

Cancellations and Refunds

If a participant cancels their enrolment in a course then they are entitled to the following refunds:

If a participant cancels their enrolment in a **face-to-face course more than 14 days** before the scheduled course start date, there is no Cancellation Fee and the participant is entitled to a refund of the course price.

If a participant cancels their enrolment in a **face-to-face course within 14 days prior to the scheduled course start date** there is no refund of the course fee. If at the time of cancellation the participant submits in writing, demonstrated exceptional circumstances, STI management will review the possible refund.

If a participant does not cancel their enrolment prior to the commencement of the course they are not entitled to any refund and the full course price will be payable. The participant is also welcome to submit a new course enrolment but will be required to pay the full course price for the new enrolment.

Late Payments

There is a penalty fee equal to 5% of the invoiced amount that is applied to all invoices that remain unpaid 30 days after the participant has commenced their STI course. An amended invoice will be issued on that date.

Issuance of Certificates, Statements of Results, and Statements of Attainment

A participant will not be issued with a certificate, statement of results and/or statement of attainment (whichever is applicable) until full payment (including any penalty fee for late payment) has been received. The previous policies notwithstanding, under no circumstances can fees be refunded after a participant has been issued with a Certificate, Statement of Results, and/or Statement of Attainment.

Language, Literacy and Numeracy Needs Policy

Rationale

Safety Training & Inductions (STI) recognise that a portion of the community may have Language, Literacy and Numeracy (LLN) difficulties. In response to this community issue, STI offers to provide



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enrolling participants who indicate they need further support in this area, information on available LLN courses and referral to counselling services.

We have established a network of professional providers who can assist participants in developing and improving learner skills.

Aim

To provide people engaged in vocational training with additional language, literacy or numeracy training they need in order to succeed in their vocational training.

Recognition (Recognition of Prior Learning)

This pathway has many names – Skills Recognition, Recognition of Current Competence (RCC) and Recognition of Prior Learning (RPL).

Under competency based training, the focus is with learners demonstrating competency in the specified areas. Competency can be demonstrated by the physical 'doing' and/or by evidence and documentation that documents the 'doing'. Evidence is anything that supports a claim by the candidate that they are competent or a demonstration of competence based on a recognised standard, learning outcome and/or performance under certain conditions.

If you are looking for recognition, you should submit an application at least five (5) working days prior to the commencement of a scheduled course and provide all necessary documentary evidence to support this application. When submitting your Recognition application, be aware that your submission and any inclusions cannot be returned to you or copied for you. Consequently, please send verified copies of originals rather than any original documents.

STI has adopted streamlined user-friendly Recognition procedures. In summary:

- To make a Recognition Application, applicants need to complete the STI RPL Kit (available from STI upon request) and submit this with the relevant support evidence and a completed STI Enrolment Form. If further evidence is required, then this will be negotiated with the candidate. The process may include a further interview, written assignment, workplace assessment, or collection of other material.
- Successful candidates are notified promptly of the Recognition outcome. An STI staff member will advise unsuccessful candidates of the reasons for non-recognition and steps they can take, including remedial training and appeal mechanisms.