



COURSES OFFERED BY PIMS TRAINING:

◆ SUPERVISOR COURSE:

Units: RIICOM301D Communicate Information

Course Content: How to effectively communicate with others in the workforce using various means of communication including oral communication, written communication, meetings, presentations, negotiations and feedback.

Units: RIIRIS301D Apply Risk Management Processes

Course Content: How to effectively apply risk management processes in their workplace including task planning, hazard identification, risk evaluation, identifying controls, and reviewing risk management. It also includes the legislative requirements related to risk management practices.

Units: RIIWHS301D Conduct Safety & Health Investigations

Course Content: How to conduct safety & health investigations in the workplace including preparations, collecting evidence, analysing information, identifying corrective actions, preparing investigation reports and reviewing the investigation process. It also includes the legislative requirements related to the notification and investigation of accidents and incidents.

Options: All 3 units bundled together (or individual units if required).

Pathways: Full training/assessment, or Refresher/RPL

Duration: Full course = 3 classroom days (1 day per unit), and verification of workplace activities
 Refresher = 1 classroom day

Cost: Full course \$400, or Refresher \$250

Pre-requisites: Moderate level of language, literacy & writing skills is required - sufficient for reading documentation (eg plans, procedures), generating written documents (eg JHAs, investigation reports), & oral delivery of information. Students enrolling in a refresher course are required to provide evidence that they have supervisor experience or already have competency in the supervisor units.

Target Audience: Aimed at personnel who work in a supervisory role or have safety and health obligations as a Safety & Health Representative. (Note - the supervisory role does not necessarily involve a statutory position. It is an industry requirement that all supervisors & Site Safety & Health Representatives be trained & assessed in the above competencies. It is also a requirement that persons holding these competencies undertake a refresher course every 5 years.

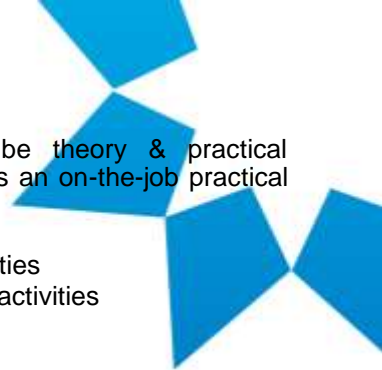
What to bring: Bring photo ID and existing USI (if student already has a USI). Must wear clean covered-in shoes.

◆ STANDARD 11 INDUCTION (SURFACE & UG):

Surface Units: RIIGOV201D Comply with site work processes & procedures
 RIIWHS201D Work safely & follow WHS policies & procedures
 RIICOM201D Communicate in the workplace
 RIIRIS201D Conduct Local Risk Control
 RIIERR205D Apply Initial Response First Aid
 RIIERR302D Respond to local emergencies & incidents
UG Unit: RIIERR203D Escape from hazardous situations unaided

Course Content: This course covers the hierarchy of legislation and other procedures that apply in the coal mining industry, pre-shift requirements and processes, notification & reporting requirements, interpreting mine plans, communication & receiving instructions, workplace requirements for PPE and Fit For Work, manual handling techniques, vehicular interaction, isolation & tagging procedures, identifying hazards & managing risk, environmental responsibilities, emergency actions & evacuation, initial response first aid, fire theory & extinguishing fires, and various other specific requirements to manage high risk activities on a mine site. Students will participate in a variety of classroom





activities including discussions, examples & scenarios. There will be theory & practical assessments on these topics. For students doing the full course, there is an on-the-job practical component which is to be recorded in a Site Verification Booklet.

- Pathways: Full course or refresher/RPL
- Duration: Full surface course = 2 classroom days, and verification of workplace activities
Full surface & UG course = 3 classroom day, and verification of workplace activities
Refresher (surface & UG) = 1 classroom day
- Cost: \$650 for full course (surface only), \$750 for full course (surface & UG)
\$270 for surface refresher, \$340 for surface & UG refresher
- Pre-requisites: No formal pre-requisites. Students shall require a low level of literacy, numeracy & writing skills (sufficient for reading plans/signs, communicating with co-workers, filling out SLAMS/checklists etc. Students enrolling in a refresher course are required to provide evidence (eg letter from employer, or site competency printout) showing they have been working in the coal mining industry during the past 5 years or currently hold these competencies.
- Target Audience: Aimed at personnel working or planning to work in Queensland Coal Mines regardless of their role, employer or site. It is an industry requirement for all Queensland coal mine workers to be trained & assessed in the above competencies, before they are allowed to work on a mine site. It is also a requirement that persons holding these competencies undertake a refresher course every 5 years.
- What to bring: Bring photo ID and existing USI (if student already has a USI). Must wear clean covered-in shoes.

VENTILATION COMPETENCIES:

Unit: RIIMCU214D Conduct Face Ventilation Operations

Course Content: General ventilation principles, ventilation plans, ventilation circuits, preparing for ventilation activities, how to construct/install face ventilation (brattice methods / stoppings / auxiliary fans / vent tubes / venturi), monitoring ventilation status, gases, how to recognise & respond to hazardous ventilation conditions, processes for inspecting & rectifying ventilation devices/conditions.

Target Audience: Aimed at personnel working in underground coal in either production, support or supervisory roles, who require a general knowledge of ventilation & gas principles, or whose duties include the ventilation and monitoring of active or standing faces. This competency is an essential skill for all underground personnel in production crews, support roles & supervisory positions.

Unit: RIIMCU212E Construct & Maintain Basic Ventilation Devices

Course Content: How to construct/install basic ventilation devices such as different types of stoppings (short-term/long-term, rated/non-rated, machine doors, coffin boxes,) and regulators. It includes preparation & setup, equipment, methodology, hazards and construction options. It also includes the inspection and maintenance requirements for each device.

Target Audience: Aimed at personnel working in underground coal who are required to construct and maintain basic ventilation devices (stoppings & regulators) as part of their duties, or supervise the construction of such.

Unit: RIIMCU302E Construct & Maintain Ventilation Devices

Course Content: How to construct/install all types of ventilation devices including preparation & setup, equipment, methodology, hazards and construction options. The following ventilation devices are covered - stoppings, coffin boxes, machine doors, overcasts, undercasts, seals, balance chambers, bulkheads and regulators. It also includes the preparation, inspection and maintenance requirements for each device.

Target Audience: Aimed at personnel working in underground coal in production or support roles, who are required to construct and maintain all types of ventilation devices, or supervise the construction of such.

Pathways: Full training/assessment, RPL, or Refresher

Course Configurations, Durations & Costs for full course:

RIIMCU212E Stand-alone unit	1 day (classroom) + on-the-job	\$300
RIIMCU214D Stand-alone unit	1 day (classroom) + on-the-job	\$300
RIIMCU302E Stand-alone unit	1.5 days (classroom) + on-the-job	\$450
RIIMCU212E & RIIMCU214D	2 days (classroom) + on-the-job	\$500
RIIMCU212E, RIIMCU214D & RIIMCU302E	3 days (classroom) + on-the-job	\$800

Assessment: Theory assessments undertaken during classroom component, on-the-job practical assessments conducted at the student's workplace during the normal course of their work

Pre-requisites: UG Generic/Site Induction, some UG coal experience, low level of literacy, numeracy & writing skills (sufficient for reading plans & performing basic calculations)

What to bring: Bring photo ID and existing USI (if student already has a USI). Must wear clean covered-in shoes.





▶ **OTHER SERVICES OFFERED BY PIMS TRAINING:**

- Review of training & assessment courses/programs for the purposes of compliance or continuous improvement
- Development of training & assessment materials for Competency Units, SOPs, inductions, hazard management plans or other specific needs.
- Conducting other customised training on specialised mining topics as specified by client – please enquire.
- Mentoring of personnel studying for statutory qualifications and oral examinations in the form of technical/professional advice and practical/operational experience. This includes support for Deputy, Undermanager, Manager, Ventilation Officer and Gas Tickets.

For further enquiries or to make a booking, please contact PIMS Training on (07) 4969 3900.

