



## Training & Assessment Strategy

<b>Delivery Period</b>	1 Mar 2014	to	1 Mar 2019
<b>Title</b>	RII30713 Certificate III in Mine Emergency Response and Rescue		
<b>Training Package Reference</b>	RII Release 1.3 March 2014		
<b>Description</b>	<p>This qualification supersedes Qualification RII30709 – Certificate III in Mine Emergency Response and Rescue. New units have been implemented, package updates have been undertaken, and the imported units have been updated.</p> <p>This qualification is suitable for people working in a variety of occupations where they may be required to respond to emergency situations involving firefighting.</p>		
<b>Clients</b>	The clients of Fire and Safety Australia are Emergency Services Officers working within the mining industry as well as employees undertaking the role of Volunteer Emergency Response Team Members!		
<b>Employability Skills</b>	The table below provides an example of Employability Skills for the qualification. Different Employability Skills Summaries are possible within the one qualification, depending on the package of core units and chosen elective units.		
	<b>Employability Skill</b>	<b>Employability Skills Statement</b>	
	Communication	<ul style="list-style-type: none"> <li>consult community members and organisations, where appropriate, during the identification and/or inspection process</li> <li>maintain and monitor communication throughout firefighting operations in accordance with organisational procedures</li> <li>prepare reports, verbal and/or written, and submit to immediate supervisor</li> <li>provide situation reports (Sitreps)</li> <li>receive fire details and respond in accordance with organisational procedures</li> </ul>	
	Teamwork	<ul style="list-style-type: none"> <li>discuss anticipated situational and environmental hazards with rescue team members while on approach</li> <li>identify hazards to self and others and take appropriate action to safeguard against injury</li> <li>work as a member of a team under limited supervision</li> <li>work with others at a scene, which may include organisational personnel, personnel from other organisations, general public</li> </ul>	
	Problem solving	<ul style="list-style-type: none"> <li>interpret weather signs to predict local conditions</li> <li>report and act upon changes to fire condition, within limits of responsibility, to determine firefighting tactics</li> <li>monitor equipment and take appropriate action to ensure efficiency of operation, in accordance with organisational procedures</li> </ul>	
	Initiative and enterprise	<ul style="list-style-type: none"> <li>continually monitor emergencies and significant changes affecting the status of the incidents and report the effectiveness of selected firefighting strategies in accordance with organisational procedures</li> <li>identify potential situational and environmental hazards to self and others and report to supervisor</li> </ul>	
	Planning and organising	<ul style="list-style-type: none"> <li>conduct inspections to provide for relevant information for pre incident planning</li> <li>conduct risk reduction activities in accordance with organisational procedures</li> <li>site and position equipment to support operations in</li> </ul>	

# Training & Assessment Strategy

## Fire and Safety Australia

		<p>accordance with organisational requirements</p> <ul style="list-style-type: none"> <li>implement maintenance procedures to ensure equipment is serviceable, in accordance with organisational requirements</li> </ul>
	Self-management	<ul style="list-style-type: none"> <li>remain calm under pressure</li> <li>ensure personal safety is maintained</li> <li>undertake duties in line with organisational health and safety codes of practice and relevant legislation</li> </ul>
	Learning	<ul style="list-style-type: none"> <li>recognise personal capabilities and limitations and report to supervisor</li> </ul>
	Technology	<ul style="list-style-type: none"> <li>use computers</li> <li>use firefighting and emergency response equipment and application techniques</li> </ul>
<b>Licensing/Regulatory Information</b>	N/A	
<b>Entry requirements</b>	N/A	
<b>Pre-Requisites</b>	There are prerequisite requirements for some of the units of competency within this qualification – please refer to the Packaging Rules below. Where pre-requisite unit/s are attached to a unit of competency these must be undertaken prior to commencing the training for that unit or evidence of competence submitted prior to commencing the training.	
<b>Packaging Rules</b>	<p>16 units of competency are required for this qualification including:</p> <ul style="list-style-type: none"> <li>4 core units</li> <li>12 elective units</li> </ul> <p>Choose a minimum of 1 elective unit from Group A  Choose at least 8 units from Group B  One elective (1) may be chosen from group C  Up to two (2) may be chosen from Certificate II, Certificate III or Certificate IV level from this, or any other Training Package or accredited course</p> <p>Elective units selected must not duplicate content already covered by other units in this qualification.  Where pre-requisite unit/s are attached to a unit these must be undertaken and are additional to the number of units required for the qualification.</p> <p><b><i>The following is the complete list of units within the qualification. Please see Delivery and Assessment Arrangement for units delivered by Fire and Safety Australia and the delivery method.</i></b></p>	
<b>Units of Competency</b>	<b>Code</b>	<b>Title</b>
	<b>Core units – all 4 required</b>	
	HLTAID003	Provide First Aid
	RIICOM201D	Communicate in the workforce
	RIIWHS201D	Work safely and follow WHS policies and procedures
	RIIRIS201D	Conduct local risk control
	<b>Group A: Elective – Choose 1</b>	
	RIIQUA201D	Maintain and monitor site quality standards
	RIIGOV201D	Comply with site work processes/procedures
	<b>Group B: Elective – Choose 8</b>	
	HLTAID006	Provide advanced first aid
	PMAOMIR444B	Develop incident containment tactics
	PUAAMS007B	Coordinate search and rescue operations
	PUAFIR207B	Operate breathing apparatus open circuit Prerequisite unit: PUAFIR215 Prevent injury
	PUAFIR320	Render hazardous materials incidents safe Prerequisite unit: PUAFIR215 Prevent injury
	PUAFIR316	Identify, detect and monitor hazardous materials at an incident Prerequisite unit: PUAFIR207B Operate breathing apparatus open circuit
PUASAR024A	Undertake road crash rescue Prerequisite unit: PUASAR022A Participate in rescue operation	

# Training & Assessment Strategy

## Fire and Safety Australia

		Prerequisite unit: HLTAID003 Provide first aid <b>OR</b> PUAEME002C Manage injuries at emergency incident								
	PUASAR032A	Undertake vertical rescue Prerequisite unit: PUASAR022A Participate in rescue operation								
	PUASAR025A	Undertake confined space rescue								
	PUASAR027A	Undertake land search rescue								
	RIIERR201D	Conduct fire team operations								
	RIIERR205D	Apply initial response first aid								
	RIIERR301D	Respond to mine incident								
	RIIERR302D	Respond to local emergencies and incidents								
	RIIERR303D	Operate in self-contained regenerative oxygen breathing apparatus								
	RIIERR304D	Control emergencies and critical situations								
	RIIERR305D	Control underground fires								
	RIIERR306D	Conduct underground search								
	RIIERR307D	Extricate casualties from underground incident								
	RIIERR308D	Extricate and transport people involved in incidents								
	RIIERR309D	Establish and operate from fresh air base								
	RIIERR310D	Provide support for rescue operations								
	RIIRIS301D	Apply risk management processes								
	<b>Group C: 1 Elective may be chosen</b>									
	PMAOHS211B	Prepare equipment for emergency response								
	PUAEQU001B	Prepare, maintain and test response equipment								
<b>Delivery and Assessment Arrangement</b>	<b>Duration</b> Up to 12 months									
	<b>Delivery Modes</b>									
	<ul style="list-style-type: none"> <li>• Classroom / onsite at workplace</li> <li>• Recognition of Prior Learning (RPL)</li> <li>• Combinations of above modes</li> </ul>									
	<b>Delivery Modes</b>									
	The qualification comprises two main components:									
	<ol style="list-style-type: none"> <li>1. Face-to-face classroom based training using workplace scenarios and procedures</li> <li>2. Practical assessment completed in a simulated environment representing the actual work environment or incident as closely as possible.</li> </ol>									
	<b>Evidence gathering techniques:</b>									
	A variety of evidence gathering techniques are used depending on the choice of units and the workplace of the client/s. for more information refer to the Training and Assessment Strategy for a unit of competency within this qualification or the RPL Assessor Guide for RPL purposes.									
	<b>Unit of competency code and title</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>
	HLTAID003	Provide First Aid	✓		✓		✓			✓
	RIICOM201D	Communicate in the workforce			✓					✓
	RIIWHS201D	Work safely and follow WHS policies and procedures			✓					✓
	RIIRIS201D	Conduct local risk control	✓		✓		✓			✓
RIIQUA201D	Maintain and monitor site quality standards			✓						
RIIGOV201D	Comply with site work processes/procedures			✓						
HLTAID006	Provide advanced first aid	✓		✓		✓			✓	
PUAFIR207B	Operate breathing apparatus open circuit	✓		✓		✓			✓	
PUAFIR320	Render hazardous materials incidents safe	✓		✓		✓			✓	
PUAFIR316	Identify, detect and monitor hazardous materials at an incident	✓		✓		✓			✓	

# Training & Assessment Strategy

## Fire and Safety Australia

	PUASAR024A	Undertake road crash rescue	✓		✓			✓			✓
	PUASAR025A	Undertake confined space rescue	✓		✓			✓			✓
	RIIERR201D	Conduct fire team operations	✓		✓			✓			✓
	RIIERR205D	Apply initial response first aid	✓		✓			✓			✓
	RIIERR301D	Respond to mine incident			✓						
	RIIERR302D	Respond to local emergencies and incidents			✓						
	RIIERR303D	Operate in self-contained regenerative oxygen breathing apparatus	✓		✓			✓			✓
	RIIERR305D	Control underground fires			✓						
	RIIERR306D	Conduct underground search	✓		✓			✓			✓
	RIIERR307D	Extricate casualties from underground incident			✓						
	RIIERR308D	Extricate and transport people involved in incidents			✓						
	RIIERR309D	Establish and operate from fresh air base	✓		✓			✓			✓
	RIIERR310D	Provide support for rescue operations			✓						
	RIIRIS301D	Apply risk management processes			✓						
	PMAOHS211B	Prepare equipment for emergency response			✓						
	PUAEQU001B	Prepare, maintain and test response equipment			✓						
Key	A Demonstration B Questioning C RPL	D Scenario – problem solving E Role Play	F Written Theory (Classroom based) G Case Study – fault finding				H Log Book I Unit also delivered as stand alone				
<p>Further to the above, assessment could be by:</p> <ul style="list-style-type: none"> <li>• observation of performance</li> <li>• written tasks</li> <li>• formal appraisal systems</li> <li>• staff/client feedback</li> <li>• Resume/CV</li> <li>• supporting statement of supervisor(s)</li> <li>• authenticated evidence of relevant work experience and/or formal/informal learning</li> </ul> <p>For more detail refer to the Assessor guide for each unit of competency or cluster of units of competency and or RPL Assessor Guide.</p> <p>Refer to the FSA Records Management Policy for recording of assessment results.</p>											
<b>Pathways</b>	<p><b>Pathways into the qualification</b> Candidates may enter the qualification through a number of entry points demonstrating potential to undertake vocational education and training at this qualification level, such as:</p> <ul style="list-style-type: none"> <li>• First Aid Units of Competency</li> <li>• Surface Extrication Packages</li> </ul> <p><b>Pathways from the qualification</b> After achieving RII30713 Certificate III in Mine Emergency Response and Rescue, candidates may undertake a range of qualifications relevant to their role, such as:</p> <ul style="list-style-type: none"> <li>• PUA30613 Certificate III in Public Safety (Firefighting and Emergency Operations).</li> </ul>										
<b>Competence of Delivery &amp; Assessment Staff</b>	<ul style="list-style-type: none"> <li>• all trainer and assessor staff have relevant vocational competencies (at least to the level being delivered or assessed) and can demonstrate current industry skills directly relevant to the training or assessment being delivered;</li> <li>• Trainers and assessors hold the minimum training and assessment qualifications, as set by the NSSC - currently the TAE40110 Certificate IV in Training and Assessment or</li> </ul>										


# Training & Assessment Strategy

## Fire and Safety Australia

	equivalent competencies.
<b>Delivery &amp; Assessment Staff Ratio</b>	<ul style="list-style-type: none"> <li>• 1 Trainer/Assessor</li> <li>• Group sizes are restricted to up to 12 depending on the unit/s of competency being delivered and assessed.</li> </ul>
<b>Critical Aspects of Evidence</b>	<ul style="list-style-type: none"> <li>• Please refer to the Training and Assessment Strategy for each unit of competency or cluster of units of competency.</li> </ul>
<b>Standard to be deemed competent</b>	The learner can be deemed competent after successfully completing both the theory and practical assessments as contained in the training and assessment pack, submitting evidence of competence for the prerequisites or successfully completing the prerequisites and meeting the critical aspects of assessment and evidence, within the nominated duration.
<b>Reassessment</b>	Reassessment will be conducted in accordance to the FSA Reassessment Policy and in and in consultation with the Learner and Assessor.
<b>Reasonable Adjustment</b>	<p>In conjunction with the Training Package rules reasonable adjustments can be made to ensure equity in assessment for people with disabilities. Adjustments include any changes to the assessment process or context that meet the individual needs of the person with a disability, but do not change competency outcomes.</p> <p>Refer to the FSA Assessment Policy if modification is required to the learning/training environment.</p>
<b>Language, Literacy and Numeracy requirements</b>	All learners are required to have language, literacy and numeracy skills appropriate to the requirements listed for each unit of competency and to enable them to safely perform their job roles. Please refer to the individual units of competency or clusters of units of competency for and special requirements.
<b>Access &amp; Equity Considerations</b>	<ul style="list-style-type: none"> <li>• All workers should be aware of access and equity issues in relation to their own area of work</li> <li>• All workers should develop their ability to work in a culturally and linguistically diverse (CALD) environment</li> <li>• In recognition of particular health issues facing Aboriginal and Torres Strait Islander communities, workers should be aware of cultural, historical and current issues impacting on health of Aboriginal and Torres Strait Islander people</li> <li>• Assessors and trainers must take into account relevant access and equity issues, in particular relating to factors impacting on health of Aboriginal and/or Torres Strait Islander clients and communities</li> </ul>
<b>Facilities and Equipment Required</b>	<p><b>Facilities</b></p> <p>Suitable training area containing tables and chairs for Learners</p> <ul style="list-style-type: none"> <li>• similar to above when delivered and assessed on site</li> <li>• Reference Booking Form outlining facility requirements/equipment availability for corporate on-site training</li> </ul> <p><b>Staffing</b></p> <ul style="list-style-type: none"> <li>• 1 x Trainer (depending on the unit of competency being delivered and assessed, where some may have a requirement for 2 x Trainer – refer to the Training and Assessment Strategy for each unit of competency)</li> <li>• 1 x Assessor (depending on the unit of competency being delivered and assessed, where some may have a requirement for 2 x Trainer – refer to the Training and Assessment Strategy for each unit of competency)</li> <li>• 1 x Administration support</li> </ul> <p><b>Training Materials</b></p> <ul style="list-style-type: none"> <li>• Training and Assessment pack for face-to-face training containing: <ul style="list-style-type: none"> <li>○ Enrolment form</li> <li>○ Theory assessment</li> <li>○ Practical assessment observation checklist</li> <li>○ Evaluation sheet</li> </ul> </li> <li>• RPL Kit (where applicable)</li> <li>• PowerPoint presentation</li> <li>• Learner manual/handout 1 x each Learner</li> <li>• Relevant forms and procedures from the workplace if delivered for corporate client or if</li> </ul>

# Training & Assessment Strategy

## Fire and Safety Australia

<b>Additional Equipment depending on client</b>	<p>public course, examples of typical forms and procedures</p> <ul style="list-style-type: none"> <li>• Electronic copies of relevant legislation, regulations, codes of practice</li> <li>• Assessor Guide</li> <li>• RPL Assessor Guide (where applicable)</li> </ul> <p>Equipment:</p> <ul style="list-style-type: none"> <li>• Laptop</li> <li>• Data projector</li> <li>• Whiteboard</li> </ul>		
<b>Additional Equipment depending on client</b>	<p>The following specialised equipment could be available for the use of the Trainer/Assessor if required:</p> <ul style="list-style-type: none"> <li>• workplace health and safety policies and procedures</li> <li>• other organisation policies and procedures</li> <li>• duties statements and/or job descriptions</li> <li>• equipment such as vehicles and pumps – please refer to the equipment list for each unit of competency or cluster of units of competency</li> <li>• PPE as appropriate - – please refer to the equipment list for each unit of competency or cluster of units of competency</li> </ul>		
<b>Industry Consultation</b>	<p>The consultation committee for development of training and assessment resources contains members of the Fire and Safety Australia sales team, training team, Subject Matter Experts (SME) and qualified firefighters. Industry consultation was undertaken with the Metropolitan Fire Brigade, Victoria, Middlemount Mine Queensland and Rio Tinto Parkes NSW. Refer to the FSA Course Development Policy.</p>		
<b>Assessment Validation Process</b>	<p>The processes used to validate assessment in this program are:</p> <ul style="list-style-type: none"> <li>• National Training Manager and RTO Manager meet with the consultation committee members listed above on an annual basis to check the performance standards required in the qualification are consistent with industry practice.</li> <li>• Program Manager convenes an annual meeting of an Assessment Panel comprising SME/s and one industry representative to review evidence gathering tools.</li> <li>• The Training Team Leader/National Training Manager conducts 2 moderation meetings attended by FSA Certificate III in Mine Emergency Response and Rescue Trainers/Assessors, the qualification content course developer/s and the RTO Manager. The first meeting, to be held after the first 3 months of training delivery and assessment to confirm evidence gathering techniques and required standard of performance; and the second to be held after 12 months to review assessment tools and decisions.</li> <li>• Refer to the FSA Moderation and Validation Procedure</li> </ul>		
<b>Award Issued</b>	RII30713 – Certificate III in Mine Emergency Response and Rescue		
<b>Infrastructure Checklist</b>	<ul style="list-style-type: none"> <li>• All staff (including full time, part time and casual staff) involved in the delivery and assessment of this qualification have direct access to the current version of the Training Package on Fire and Safety Australia Intranet SharePoint and the TGA website, <a href="http://www.training.gov.au">www.training.gov.au</a>.</li> <li>• All staff (including full time, part time and casual staff) involved in the delivery and assessment of this qualification have access to relevant trainer, assessor and learner support materials as detailed in the equipment list, the Assessor Guide and relevant documents.</li> <li>• All assessors for this qualification have access to print and electronic copies of the assessment tools used for this qualification.</li> <li>• Fire and Safety Australia RTO has access to staff and training/assessment resources to meet the requirements of learners with special needs and has an assessment process that incorporates reasonable adjustment procedures</li> <li>• Fire and Safety Australia RTO has reviewed the equipment and facility requirements for the qualification and guarantees it has access to the plant and equipment needed to implement training for the qualification.</li> </ul>		
<b>CEO's endorsement:</b>		Date:	18 <sup>th</sup> March 2014

