PROSUM01
Carry out regulatory responsibilities in the mine

Overview

Due to the unique nature of the industry, the hazardous nature and consequences arising from accidents or inappropriate actions, mining is an industry operating under a great deal of specific and detailed legislation and regulation.

Those carrying out supervisory functions within mines have specific duties specified within the legislative framework with which they must comply.

This unit is about the duties required under Regulations of mining supervisors. They are required to know and enforce the regulations, with particular duties for supervision, inspection and maintenance.

This unit is a three element unit:
1 carry out regulatory responsibilities for supervision
2 carry out inspections
3 arrange for maintenance of equipment

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Performance criteria

Carry out regulatory responsibilities for supervision

You must be able to:

P1 allocate duties to personnel
P2 ensure personnel are allocated duties for which they are appointed/authorised
P3 check personnel carry out duties in prescribed manner
P4 complete records/reports in relation to statutory duties according to organisational procedures
P5 communicate to management according to regulatory requirements and organisational procedures
P6 communicate appropriately to following shift/s
P7 make recommendations for training when necessary

Carry out inspection/s

You must be able to:

P8 identify inspection/s to be carried out
P9 select appropriate and functional equipment for inspection/s
P10 correctly carry out inspection/s
P11 take appropriate action when inspection identifies/indicates aspects that do not meet accepted safe working standard
P12 correctly complete and communicate inspection reports

Arrange for maintenance of equipment

You must be able to:

P13 inspect/monitor plant/equipment/machinery in area of responsibility according to organisational procedures
P14 inspect/monitor plant/equipment/machinery in area of responsibility according to organisational procedures
P15 identify defects
P16 take appropriate action in regard to defects identified
P17 make arrangements for maintenance activities
P18 ensure plant/equipment is isolated/made safe when necessary
P19 complete maintenance/defect records/reports

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Knowledge and understanding

Carry out Regulatory Responsibilities in the Mine

You need to know and understand:

K1 the legislative framework (acts;) regulations; approved codes of practice; guidance
K2 legislation in relation to the specific hazards applicable to the mine (e.gs in relation to hazardous gasses, ground control, inrushes, outbursts)
K3 the management and administration control structure and its purpose
K4 the statutory duties, role and responsibilities of management
K5 actions arising from absence of the mine manager
K6 personal statutory duties and responsibilities, and the limits of that responsibility
K7 personal area/district of responsibility
K8 responsibilities of mine employees
K9 duties and powers of mines inspectorate
K10 duties, powers and responsibilities in the event of an emergency situation (e.g. fire, inrush, evacuation, mine rescue)
K11 statutory requirements for supervision
K12 penalties for non-compliance or breach of regulations
K13 definitions of hazard, risk, accident, danger, accident rate, frequency and severity
K14 recording procedures in relation to statutory requirements

Inspections

You need to know and understand:

K15 the range, type, purpose and frequency of inspections to be carried out
K16 workplace inspection, monitoring and hazard identification methods,
K17 basic procedures for carrying out health and safety risk assessment
K18 identification and safe use of inspection equipment
K19 procedures to exclude persons from areas requiring inspection
K20 acceptable standards of inspected aspects
K21 actions to be taken in the event of an inspection identifying potential hazards requiring attention
K22 recording and reporting procedures in relation to inspections

Condition of the mine

You need to know and understand:

K23 geological and/or physical indications of potentially deteriorating/unsafe conditions (that might lead to e.g. inrush, outburst, collapse, spontaneous combustion
K24 acceptable condition of roadways (and if applicable working face/s)
K25 acceptable condition of roof and side walls
K26 acceptable condition of ground support system/s and indications of deterioration

K27 acceptable atmospheric conditions and functioning of ventilation system/s
K28 hazardous gasses (noxious/flammable); range of gasses, how these arise in the mine, where these might accumulate, inspection method, acceptable levels, affects if not addressed
K29 hazardous dusts (respirable/flammable): range of dusts, how these arise in the mine, where these might accumulate, inspection method, acceptable levels, affects if not addressed
K30 acceptable condition of additional safety/hazard prevention systems/equipment (e.g. barriers, dust suppression systems, fire-fighting equipment)
K31 actions to be taken in the event of identifying an aspect of the condition of the mine that may lead to a hazardous situation or unsafe working

Plant and Equipment

You need to know and understand:

K32 the written scheme for the systematic inspection, examination, testing, maintenance and repair of plant and equipment, and those appointed to manage, supervise and undertake those activities
K33 personal statutory duties and responsibilities in relation to maintenance (e.g. liaison with maintenance staff, reporting of defects, taking plant/equipment out of use, arrangements for access for maintenance/repair/servicing)
K34 requirements for inspection of plant/equipment/machinery- items to be inspected, how to externally visually inspect in general, and also specific items for closer inspection (e.g. guards correctly fitted, undamaged cables, conveyor rollers functional)
K35 planned preventative maintenance (time-based and condition-based) and curative (breakdown) maintenance; when these might be required and any changes required facilitating these activities
K36 procedures for the establishment of plant safety (e.g. permits to work, lock-off/isolation systems)
K37 recording/reporting procedures in relation to maintenance of plant/equipment/machinery and defects

Personnel

You need to know and understand:

K38 procedures for appointing/authorising personnel
K39 the scheme of training, and duties of persons appointed to organise training
K40 procedures for ensuring activities are carried out by competent personnel
K41 arrangements for first aid, health and welfare of personnel
K42 organisational communications systems and procedures

Additional Information

Scope/range

Arrange for maintenance of equipment

Knowledge in relation to regulations/legislative requirements as applicable to the type/class of mine in respect of:

Management of the mine, operation of the mine, management of health and safety, emergencies, accidents and dangerous occurrences, first aid, risk assessments, provision of protective equipment, provision and use of plant and equipment, inspections, mine maintenance, tips, fire and rescue, ventilation, flammable and/or respirable dust, shafts and roadways, transport, safety lamps and lighting, personal hygiene, contraband, hazardous gases, maintenance of exits, ground control and failure prevention (e.g. collapse, inrushes and/or outbursts), ground support systems and equipment, lifting equipment, explosives, waste.

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