

Presentation Instructions

Who is this presentation for?

The trainer and learners.

What is in this Presentation?

- Course information that matches the Learner Guide content.
- Review questions and model answers.
- Slides contain summarised content, with full notes and information for the trainer, visible when the slide show is shown in "Presenter View" (see instructions on next slide).
- Use this presentation to support and reinforce the training information from the Learner Guide.

What do you need to do before you use it for the first time?

1. Rebrand the presentation.
2. Review the presentation as part of your validation process.

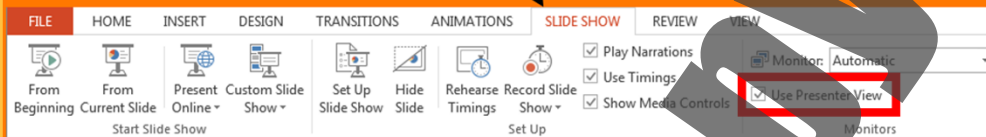
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Instructions for Viewing in Presenter View

NOTE: This view is only applicable when the computer is connected to a second screen or a data projector.

Once the second screen/projector is connected make sure that the "Use Presenter View" box is ticked.

This is found in the "SLIDE SHOW" tab as shown below.



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RISAM301F
TEST OPERATIONAL
FUNCTIONS OF VEHICLES AND
EQUIPMENT



TRAINING
PRESENTATION

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Training Presentation Sections

Click on a box to go to that section.



Section 1:
Plan and Prepare for
Work



Section 2:
Test Vehicles and
Equipment

Section 1:
Plan and Prepare for Work



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1.1 Introduction

This course is based on the unit of competency **RIISAM301F Test Operational Functions of Vehicles and Equipment.**

You will learn about:

- ◆ Planning and preparing for work.
- ◆ Testing vehicles and equipment.
- ◆ Completing the testing sequence.



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1.1.1 Mine Vehicles and Equipment

All vehicles involved in the production and support roles on mine sites require testing of operational function. This covers a broad range of vehicles from four-wheel drives through to bucket wheel excavators.

You may also be required to test equipment including gas sampling equipment and hydraulic and pneumatic testing equipment.



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1.1.1 Mine Vehicles and Equipment

Due to the diverse nature of these machines it is important that you are able to identify the operations, characteristics, capabilities and limitations of the vehicles and equipment you are working on. You should refer to the manufacturer's specification as well as any relevant site documents.

You must make sure you have appropriate training and licensing for any vehicle or equipment you are required to test before operating it.



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Section 1 Review Questions

1. What four (4) things must you be able to identify on the vehicles and equipment you are working on?



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1. What four (4) things must you be able to identify on the vehicles and equipment you are working on?

Answer may include the following:

- ◆ Operations.
- ◆ Characteristics.
- ◆ Capabilities.
- ◆ Limitations.



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1.2 Work Safely

You must follow all safety rules and instructions when performing any work. If you are not sure about what you should do, ask your boss or supervisor. They will tell you what you need to do and how to do it in a safe way.



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1.2.1 Health and Safety Rules

Every workplace has to follow laws and rules to keep everyone safe. There are 4 main types:

Laws	Acts
	Regulations
	Codes of Practice
	Australian Standards

Some states use OHS laws, and other states use WHS laws. They both talk about the same thing, but use different words or names for people. If you have any questions about safety rules you should talk to your boss or supervisor.

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Laws and Description

Acts - Laws to protect the health, safety and welfare of people at work.

Regulations - Gives more details or information on particular parts of the Act.

Codes of Practice - Are practical instructions on how to meet the terms of the Law.

Australian Standards - Give you the minimum levels of performance or quality for a hazard, work process or product.

Some states use OHS laws, and other states use WHS laws. They both talk about the same thing, but use different words or names for people. If you have any questions about safety rules you should talk to your boss or supervisor.

1.2.2 Operations Documentation

Before starting your work you need to make sure you have access to all operations documentation for the job. This will help you to do your work in the safest way and make sure all work is compliant.



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1.2.2 Operations Documentation

Operations documentation includes:

- ◆ Site details.
- ◆ Hazard details.
- ◆ Task details.
- ◆ Faulty equipment procedures.
- ◆ Signage.
- ◆ Emergency procedures.
- ◆ Equipment and work instructions.



Operations documentation includes:

- ◆ **Site details** – The information and safety requirements of the worksite environment, including the site layout and various landmarks.
- ◆ **Hazard details** – Any known hazards in the area that you should be aware of. This could also include instructions on how to handle dangerous or hazardous materials.
- ◆ **Task details** – Instructions of what the work is or what you will be doing (this can include diagrams or plans). Also instructions on how to safely do the job.
- ◆ **Faulty equipment procedures** – Isolation procedures to follow or forms to fill out.
- ◆ **Signage** – Site signage tells you what equipment you need to have, or areas that are not safe to be in.
- ◆ **Emergency procedures** – Specific instructions on what to do in emergency situations, for example where evacuation or first aid is needed.
- ◆ **Equipment and work instructions** – Details of how to operate plant and

equipment and the sequence of work to be done.

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1.2.3 Applying Requirements and Procedures

As these requirements can vary from state to state, company to company, and job to job, you are required to familiarise yourself with the documentation that applies to your work area and situation.

Working safely and effectively is your responsibility and ensuring those around you are aware of the requirements is another way of increasing your own safety level.

The procedures for your work should be applied from the planning level all the way through to the completion of the work.



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1.2.3 Applying Requirements and Procedures

In a hazardous environment such as a mine, you should also ensure:

- ◆ All materials, tools and equipment are properly maintained.
- ◆ All emergency access points are kept clear.
- ◆ Procedures and equipment are known and usable.
- ◆ Regular familiarisation is carried out for contingencies and emergencies.



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1.2.3 Applying Requirements and Procedures

To apply any of the requirements from any level (Acts, Regulations etc.) you must understand them. You need to be able to apply what is written relevantly to your work.

If you have any problems, difficulty or issues doing this, make sure you ask for assistance from appropriate personnel.



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1.2.4 How to Keep Everyone Safe

WHS law says that all companies and workers need to keep themselves and other people safe while they work. This is called a duty of care.

To keep yourself and other workers safe you need to:

- ◆ Follow your instructions.
- ◆ Follow all workplace rules.
- ◆ Make sure all equipment is safe to use.



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1.2.4 How to Keep Everyone Safe

All personnel have a legal responsibility under duty of care to do everything reasonably practicable to protect others from harm by complying with safe work practices.



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1.2.5 Worksite Communications

It is important to coordinate your activities with other workers when you are planning for and carrying out the work to make sure everyone knows:

- ◆ The work being completed.
- ◆ How, when and where you will be operating.
- ◆ What they need to do.



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