



# Program Delivery Strategy

## RII

**Training Package** RII30820 – Certificate III in Civil Construction Plant Operations

**Name of the Unit** RIIMPO322E – Conduct civil construction tracked front end loader operations

**Assessor:** All training/assessment will be conducted by Ricky Midson

### Target Group(s)

This unit is aimed at anyone with a need to safely operate a tracked front-end loader.

### Employability Skills Application of the Unit:

This unit covers conducting tracked front end loader operations in the civil construction industry. It includes planning and preparing; conducting machine pre-operational checks; operating the machine; lifting, carrying, and placing materials; relocating the machine; carrying out machine operator maintenance; and cleaning up.

This unit contains employability skills.

This unit is appropriate for those working in mobile plant operator roles, at worksites within:

### Assessment Environment and Induction

Assessments are expected to take place in the normal workplace of the candidate i.e., construction site, subdivision, Farm.

Materials may include:

- clays, silts, stone, gravel, mud, rock, sand, topsoil, blended materials, organic materials, typical construction site materials/waste and bituminous mixes
- rock types may include metamorphic, igneous, and sedimentary

Candidates will be offered the opportunity of participating in an on-site induction where the program delivery strategy will be explained including flexible learning/training options and assessment approaches.

## **Assessment Modes/Approaches Suitable for the Target Group**

The assessment/training will be in three parts:

### **Part 1: Self Pace Learning**

Learning material will be sent to the candidate for reading prior to commencing the training and or assessment.

We are aware that there may be a high percentage of people that have learning difficulties and will endeavour to adapt this method, according to each individual person and circumstance.

### **Part 2: Face to Face Learning**

A theory/classroom session ending with an examination will need to be completed prior to any practical session being offered. Due to the dangerous nature of this unit of competency, the candidates will need to successfully complete this theory session before moving on to the practical training/ assessment.

Theory session will take 1 to 2 hours per group and cover the following:

- Pre-start check and paperwork needed
- What to look for in pre-start check
- Why pre-start checklist should be used
- OH&S regulations re plant
- Implications to operator if not followed
- Safe working procedures
- Start-up/shut down plant
- Risks associated with plant

### **Part 3: Face to Face 1-2 hours per person.**

A practical session will be conducted at a site suitable for the number of people participating in the course. Practical sessions will only be conducted after the successful completion of the theory/classroom component. A maximum of 2 students per assessor will be allowed at the area where the practical component is being conducted, all others will wait in a staging area until called foreword by the instructor.

## **PERFORMANCE CRITERIA**

### **1. Plan and prepare**

- Access, interpret and apply compliance documentation
- relevant to tracked front end loader tasks
- Obtain, confirm, and apply work instructions to the allotted task
- Obtain, confirm, and apply safety requirements to the allotted task
- Identify, obtain, and implement signage requirements from the project traffic management plan
- Select plant, tools, and equipment to carry out tasks that are consistent with the requirements of the job, check them for serviceability and rectify or report any faults

- Identify, confirm and apply environmental protection requirements from the project environmental management plan to the allotted task
2. **Conduct machine pre-operational checks**
    - Carry out pre-start, start-up, park, and shutdown procedures
    - Check front end loader controls and functions, including implements or other attachments, brakes and manoeuvrability for serviceability and rectify or report any faults
  3. **Operate front end loader**
    - Identify site hazards associated with front end loader
    - operations and safe operating techniques are used to minimise risk
    - Identify and apply operating techniques for front end loader to achieve optimum output in accordance with design specifications while achieving specified tolerances
    - Operate front end loader to work instructions
  4. **Attach, secure, lift, carry and place**
    - Conduct communication practices associated with transportation and lifting of materials
    - Establish weight of load
    - Select, attach, and use slings and lifting gear in accordance with safe working load requirements
    - Position machinery to ensure stability and locate to effectively shift materials according to job specifications
    - Shift load safely and effectively
    - Move load in accordance with conventional hand and audible signals
  5. **Relocate the front-end loader**
    - Move front end loader safely between work sites, observing relevant codes and traffic management requirements
    - Prepare front end loader for relocation
  6. **Carry out machine operator maintenance**
    - Safely Park front, shutdown, and prepared machine for
    - maintenance
    - Conduct inspection and fault finding
    - Remove and replace defective parts safely and effectively
    - Carry out regular programmed maintenance tasks
  7. **Clean up**
    - Clear work area and dispose of or recycle materials in accordance with project environmental management plan
    - Clean, check, maintain and store plant, tools and equipment

## **Assessment Instruments/Processes**

The only assessment instrument to be used for this unit is titled RIIMPO322E: Conduct civil construction tracked front end loader which has been designed by Easy guides Australia and comes complete with an assessor's version.

No assessment instrument is to be used that has not first been authorised and version controlled.

## **Resources Requirements**

1. Learning Materials for the unit RIIMPO322E (Easy Guide)
2. Short course enrolment form
3. Client learning needs survey
4. Assessment instruments
5. Candidate feedback sheet

## **Equipment required for training/assessment:**

- Tracked Front End Loader
- a bucket (general purpose or multipurpose) rippers/scarifiers and claw
- hand tools, lifting and maintenance equipment relevant to the tracked loader
- High Vis shirt or jacket.
- UHF radios or applicable communication on site.
- First Aid Kit
- Fire Extinguisher

## **Support Arrangements/Other Options for Disadvantaged Groups**

The Civil industry attracts candidates who sometimes have low literacy and language skills. The assessment/delivery process described above acknowledges this and reflects an approach where these people will not be disadvantaged.

Candidates are asked to indicate if they are disadvantaged or have low reading/literacy skills at the enrolment stage. However, from our experience to date, most tend to not publicly acknowledge this problem. If an assessor/trainer finds that a candidate may be disadvantaged in some way, then special efforts should be made to support the candidate. File notes outlining the approach adopted should also be recorded on the candidate's file.

In general, where a candidate has a reading difficulty, and does not wish to participate in a literacy/language support program, then the assessor/trainer should diplomatically and sensitively support the candidate by not requiring the candidate to read lengthy or complex documents without assistance. Only oral assessments should be used and all documents that the candidate needs to sign should be either read first or left with the candidate for later collection. In this way, the candidate can seek support from a relative, friend, or work colleague without undue embarrassment.

## **Quality Indicators/Feedback/Moderation and Subsequent Action**

As this course will normally be conducted as a standalone unit, a candidate feedback sheet will be offered to all participants to complete and provide feedback about the course, location, material and the assessor.

For large groups from the one employer, we will also seek feedback from the employer in the way of a phone call or course feedback sheet.

All feedback will be monitored and followed up by the general manager.

## **Staff Professional Development**

All Training Services Tasmania staff involved in the delivery of the unit RIIMPO322E has experience in the operation of wheeled front end loader operations and will maintain currency through using a log book and partaking in extra courses as needed.

## **Responsible Behaviour**

Training Services Tasmania has an assessor–candidate relationships policy which broadly outlines the responsible behaviour required of both the trainer/assessor and candidate while training/assessment is undertaken. A copy of this policy is available to any candidate who wishes to see it.

Training Services Tasmania's staffs has a responsibility to behave in an ethical and objective manner and candidates are also obliged to respond by providing all of the information that is requested by the trainer. No candidate should act in an irresponsible manner while training is being undertaken, as it may endanger the trainee, work colleagues and/or the trainer.

If the behaviour of either the trainee or the trainer is considered by either party to be inappropriate, that behaviour will be reported to either the trainee's supervisor or the trainer's manager. Appropriate action would then follow from the relevant organisation and may result in disciplinary procedures.

## **Authorisation**

Name            Ricky Midson  
                      General Manager