

TAFE WORK SAFETY DIVISION - PRESCRIBED OCCUPATIONS

What is a prescribed occupation?

A person must hold a certificate of competency before they can perform any work in a prescribed occupation.

High Risk Work Occupation (licence renewable every 5 years)

CB	Bridge and Gantry Crane (cabin)	CV	Vehicle loading crane
CN	Non-Slewing Mobile Crane	C2	Slewing Mobile Crane (20T)
C6	Slewing Mobile Crane (60T)	C1	Slewing Mobile Crane (100T)
WP	Elevating Work Platform	HP	Personnel and Material Hoists
LF	Forklift	LO	Order Picking Forklift
DG	Dogger		
RB	Basic Rigger	SB	Basic Scaffold
RI	Intermediate Rigger	SI	Intermediate Scaffold
RA	Advance Rigger	SA	Advance Scaffold
LBG	Bridge and Gantry Crane (remote)	LZ	Dozer
LL	Front End Loader	LE	Excavator
LB	Front End Loader/Backhoe	LS	Front End Loader/Skid Steer
LG	Grader	LR	Roller

Earthmoving and Particular Cranes (non-renewable licence)

Who should attend training for a prescribed occupation?

Persons who are working in or intend to work in the construction or other related industry where personnel require a prescribed occupation certificate to operate a certain plant, equipment or perform certain activities.

How long will the training take?

Prescribed occupations training involves a formal training course at a Registered Training Organisation, log book hours and training plan, informal training (on-the-job) then assessment. The formal training consists of both theory and practical training and is usually a 2 day course. After formal training, participants are then required to log the required number of hours in a designated log book and complete a training plan – both issued at the training course. The student is then required to undergo workplace training to be deemed competent by the on-site supervisor and ready for WHS testing by the Registered Training Organisation.

Where does the training course take place?

Formal training is available at the Toowoomba, Kingaroy, Roma, Warwick or Chinchilla TAFE campuses or on site in your specific construction or industrial area.

What will I learn?

These courses provide the participants with formal training (both theory and practical) required prior to log book hours, training plan and informal training.

Who is eligible to undertake this training?

Participants can be 16 years old to attend formal training however are ineligible to apply for their workplace health and safety licence until they are 18 years of age.

Who is eligible to undertake an assessment?

Participants must be at least 18 years of age to partake in an assessment for a Workplace Health and Safety licence in a prescribed occupation. They must have also completed formal training with a registered training organisation, have completed the required number of

log book hours, have a completed training plan and be able to provide a letter of verification of competency from their employer/supervisor. Participants must produce photographic proof of identity before the final assessment can be undertaken. Participants are required to have sufficient basic numeracy and literacy skills.

How long do I have to do my formal training before I have to do my assessment?

It is recommended 6 months from the time of formal training to the time of assessment.

How and when will participants be assessed?

Participants must complete a theory exam and a practical assessment before they can be deemed competent and receive their licence. Students must ensure they meet the pre-requisites for assessment and register for an available day. Assessments can be done on scheduled days at the local TAFE campus or on-site in your construction or industrial area after prior negotiation with our Work Safety Division.

How do I enrol for training or assessment?

Please complete the yellow new student form in this information pack and return it in the pre-paid envelope with your request for training or assessment. You will then be contacted to confirm your enrolment in our next available course.

What will participants receive upon successful completion of the course?

Upon successful completion of the training course students will receive a result of assessment.

Upon successful completion of the assessment students will be issued with an assessment summary and statements of attainment from the RTO.

Course Fees

For information regarding course fees please contact our TAFE Work Safety Division Officer, Ronaldah Hardy, at Chinchilla TAFE Campus on 46691205.



TRAINING COURSE DETAILS

Front End Loader

This Course ensures participants with the relevant competencies required to conduct scheduled servicing of front end loaders and the operation and use to shift loads, testing, maintenance, servicing, delivery, demonstration, handover and safe work procedures required by relevant regulations and legislations. Participants will be gaining knowledge, both in theory and practical style in:

- Removal of bulk material, by side-casting or direct load, into a truck
- Hazards and Safeguards
- Pre-operational and post start-up equipment checks and minor maintenance
- Safe and effective operation of machine and attached equipment
- OH&S requirements

Front End Loader/Backhoe

This course ensures participants with the relevant competencies required to conduct backhoe operations, mandatory tasks to include the fitting, use and removal of attachments, minor maintenance and the safe and effective operation and procedures required by relevant regulations and legislations. Participants will be gaining knowledge, both in theory and practical style in:

- Mixing materials, stripping/spreading topsoils and materials, trench evacuation, backfilling, lifting and carrying materials, side casting and loading into trucks and cutting/boxing
- Attachment use for scrub clearing, ripping, compacting, cutting, batters and benches, rock breaking, demolition
- Operator maintenance, cleaning, service and monitoring, record and report faults
- OH&S requirements

Front End Loader/Skid Steer

This course ensures participants with the relevant competencies required to conduct operational checks, safe and effective operation of the skid steer loader, minor maintenance, planning and preparation for work, fitting, use and removal of attachments. Participants will be gaining knowledge, both in theory and practical style in:

- Identify hazards in the workplace
- Pre-occupational and operational checks
- Start up and shut down procedures
- Safe operating techniques, transfer material techniques, preparation of level work area
- Load a truck or hopper using a skid steer loader
- OH&S requirements

Forklift

This course ensures participants with the relevant competencies required to conduct the safe and effective operation of a Forklift, practical operating skills, identifying types of forklifts and components and the safe and effective procedures required by relevant regulations and legislations. Participants will be gaining knowledge, both in theory and practical style in:

- Determine lifting and loading requirements
- Pre/post operational checks, safety procedures, hazard identification
- Identifying types of forklifts and components
- Manoeuvring in confined spaces
- OH&S requirements

Elevated Work Platform

This course ensures participants with the relevant competencies required to safely and effectively operate elevated work platforms (EWP's) in a variety of different terrains and situations to access isolated work areas, and safe work procedures required by relevant regulations and legislations. Participants will be gaining knowledge, both in theory and practical style in:

- Locating, setting up, operation and shut down of EWP's
- EWP's equipment recognition of various lifts and types
- Emergency safety devices
- Practical operation to telescope, slew, operate outriggers, booms and attachments
- OH&S requirements

Excavator

This course ensures participants with the relevant competencies required for planning and preparation of removal of bulk material by either side casting and loading directly into a truck and safe work procedures required by relevant regulations and legislations. Participants will be gaining knowledge, both in theory and practical style in:

- Conduct machinery checks and minor maintenance
- Operate and position machinery
- Lift, carry, load, place materials and live stockpiles
- Remove and fit attachments
- OH&S requirements

Dozer

This course ensures participants with the relevant competencies required to plan and prepare for ripping, pushing and placing of materials using a tracked dozer, post-operational requirements and safe work procedures required by relevant regulations and legislations. Participants will be gaining knowledge, both in theory and practical style in:

- Site and equipment, health and safety procedures and record keeping requirements.
- Basic site geological and survey data
- Dozer operational procedures and techniques (including towing and pushing)
- Dozer terminology maintenance systems and procedures
- Dozer characteristics, technical capability, limitations, maintenance systems and procedures
- Hazard identification and response procedures
- OH&S requirements

Dogger (Pre-requisite for Rigger)

This course ensures participants with the relevant competencies required to undertake basic dogging work, shifting loads mechanically, selecting sling types and sizes, maintaining load stability and safe work procedures required by relevant regulations and legislations. Participants will be gaining knowledge, both in theory and practical style in:

- Whipping, Splicing, Bends and Hitches (knots)
- Plan and Prepare Work (Hazard Identification)
- Crane Identification, Usage and Slings Techniques
- Communication and Load movement by hand signals, whistle signals and radio
- Sling types - chain, flexible steel wire rope, natural or synthetic fibre
- Slings methods - straight, adjustable, reeved and inclined
- Lifting devices - tags, lifting clutches, shackles, snatch blocks, eyebolts etc
- OH&S requirements

Rigger (Basic, Intermediate, Advanced)

This course ensures participants with the relevant competencies required to erect and install steel structures, dismantle structural steel and move plant and equipment using a range of rigging techniques, load distribution and safe work procedures required by relevant regulations and legislations. Participants will be gaining knowledge, both in theory and practical style in:

- Steel Erection
- Safety line systems
- Cantilevered crane loading platforms
- Handling pre-cast concrete
- Erection of hoists and mast climbers
- Flexible steel wire rope
- Industry Safety Nets
- OH&S requirements

Scaffolding (Basic, Intermediate, Advanced)

This course ensures participants with the relevant competencies required to erect and dismantle scaffolding, provide work platforms for various occupational applications and safe work procedures required by relevant regulations and legislations. Participants will be gaining knowledge, both in theory and practical style in:

- Operational risk management associated with power cables (including overhead service trays, cables and conduits), lighting, earth leakage boxes, trip hazards, working with dangerous materials, working in confined spaces, surrounding structures, restricted access barriers, traffic control and working at heights
- Safe work procedures to erecting and dismantling for restricted height
- Plant, tools and equipment types, characteristics, terminology and uses
- Scaffolding equipment and techniques, plans, drawings and specifications
- OH&S requirements

Personnel and Material Hoists (Alimak) (existing workers only)

This course specifies the competency required to operate personnel and material hoists for moving people and equipment to various heights in a multi-storey structure. It also includes pre-operational checks, operation, shut-down and post operational checks.

Slew Crane (existing workers only)

This course involves the skills and knowledge required to shift loads using cranes in accordance with workplace and regulatory requirements. Participants will be gaining knowledge, both in theory and practical style in:

- Planning the work for the prevailing working conditions
- Using the controls and operating systems to manage the operation of the crane
- Locating the load and identifying load characteristics
- Safely moving the load
- Monitoring the controls and stopping
- Shutting down and securing the crane after the completion of operations.

Non-Slew Crane

The course involves the skills and knowledge required to lift and move a load using a non-slew crane. Participants will be gaining knowledge both in theory and practical style in:

- Operating crane to complete job requirements
- Monitoring lift conditions
- Implementing shut-down procedures
- Packing up crane after operations
- Completing all job records.

Bridge and Gantry Crane (existing workers only)

This course involves the skills and knowledge required to shift loads using gantry equipment in accordance with workplace and regulatory requirements. Participants will be gaining knowledge both in theory and practical style in:

- Planning the work for the prevailing working conditions
- Using the controls and operating systems to manage the operation of the crane
- Locating the load and identifying load characteristics
- Safely moving the load
- Monitoring the controls and stopping
- Shutting down and securing the crane after the completion of operations.

Vehicle Loading Crane

This course specifies the competency required to safely and effectively operate a truck mounted loading crane. Participants will be gaining knowledge both in theory and practical style in:

- Loading and unloading building products delivered from supplier to the construction site
- Setting up vehicle loading crane
- Operation, control and shut down of the crane.

Roller (existing workers only)

This course ensures participants with the relevant competencies required to conduct roller operations, to roll and compact materials and the safe and effective procedures required by relevant regulations and legislations. Participants will be gaining knowledge, both in theory and practical style in:

- Planning and preparations for work
- Conduct operational service and safety checks
- Safe and effective practical operation of a roller
- Conduct operator maintenance

Grader (existing workers only)

This course deals with the knowledge and skills required to operate a grader and includes specific details on:

- Type, size, control mechanisms and relevant OHS procedures
- Start up, moving, parking and shutdown procedures
- Plan and prepare work schedules consistent with job requirements
- Use machine to excavate
- Use machine to form roads and earthwork structures
- Use machine to for road maintenance
- Use machine to level and spread materials
- Transport machine
- Carry out basic maintenance