

WORKER COMPETENCE MINIMUM STANDARDS

Knowledge

The purpose of this document is to define the Worker Competency Standards required prior to commencing works.

This document should be read in conjunction with 0001-PRO-HS-0057 Verification OF Competency.

Scope

This document specifies the minimum competence requirements that the Business expects that workers (including workers of the Business, subcontractors and their workers and any sub-subcontractors and their workers) will have, where they may be required to undertake a task that requires them to:

- Hold a valid High Risk Work License)
- Operate Load Shifting Plant or Equipment (including Excavator, Backhoe, Skid Steer and Front End Loaders);
- Operate other Mobile Plant or Equipment;
- Perform Specialist or complex work (as defined in the Risk Register).

This document also specifies the Business' expectations regarding collection of worker competence evidence that is;

- Valid;
- Sufficient;
- Current.

Workers must not undertake a task that requires either a regulatory defined High Risk Work Licence or where a worker will:

- Operate load shifting Plant or Equipment; or
- Operate other mobile plant; or
- Perform specialist or complex work as determined through the Risk Register.

Unless they hold the relevant license or Certificate of Competence and they have been assessed according to the Manage Worker Competence requirements as defined in the tables below.

Workers must notify their Supervisor of any changes to the conditions of their licences or certificates. A worker must not be permitted to perform the work on a Project if the License or Certificate of Competency or other similar document is no longer valid – for any reason (e.g. due to cancellation, suspension or special conditions).

NOTE: It is your responsibility to consult the applicable regulatory requirements for any licensing requirements.

REGULATORY REQUIRED LICENSES				
Class of Vehicle, Equipment or Activity	Capacity	Mandatory /Minimum Evidences		
		High Risk Work License Class	Worker Competence evaluation required	
CRANES & HOISTS	Tower Crane	-	CT	Yes
	Self-Erecting Tower Crane	-	CS	Yes
	Vehicle Loading Crane	<10 M/T	DG	Yes
		> 10 M/T	CV	Yes
	Bridge or Gantry Crane	-	CB	Yes
	Derrick Crane	-	CD	Yes
	Reach Stacker	>3t	RS	Yes
	Mobile Crane - Non- Slewing	> 3 T	CN	Yes
	Mobile Crane – Slewing	up to 20T	C2	Yes
		Up to 60T	C6	
		Up to 100T	C1	
		> 100T	C0	
	Portal Boom Crane		CP	Yes
	Concrete Placing Boom		PB	Yes
Materials Hoist – Cantilever	-	HM	Yes	
Personnel & Materials Hoist	-	HP	Yes	
MEWP – Boom type	All	WP	Yes	
MEWP – Scissor Type*	-	-	Yes	

In addition to holding the relevant license listed above for the work to be performed, the worker must provide at least one of the following documents as evidence of training and or experience which must be current within the previous 2 years:

- Worker Competence Employer Evidence and Declaration Form; or
- Worker Competence – Evidence Assessment Form; or
- Workplace Training Logbook

	Class of Vehicle, Equipment or Activity	Capacity	Mandatory /Minimum Evidences	
			High Risk Work License Class	Competence evaluation required
FORKLIFT	Forklift truck	-	LF	Yes
	Order-picking forklift truck	-	LO	Yes
	Telescopic Material Handler	Non-Slewing type Jib => 3T Slewing type with Jib Boom Type Elevating Work Platform >11m all other alternatives require duty of care training	CN C2 WP	Yes
PRESSURE EQUIPMENT	Boiler operation	Basic	BB	Yes
		Intermediate	BI	
		Advanced	BA	
	Turbine operation	-	TO	Yes
Reciprocating steam engine operation	-	ES	Yes	
OTHER ACTIVITIES	Dogging Work		DG	Yes
	Rigging	Basic	RB	Yes
		Intermediate	RI	Yes
		Advanced	RA	Yes
	Scaffolding	Basic	SB	Yes
		Intermediate	SI	Yes
Advanced		SA	Yes	

In addition to holding the relevant license listed above for the work to be performed, the worker must provide at least one of the following documents as evidence of training and or experience which must be current within the previous 2 years:

- 0001-FRM-HS-0124 Worker Competence Employer Evidence and Declaration Form; or
- 0001-FRM-HS-0123 Worker Competence – Evidence Assessment Form; or
- Workplace Training Logbook

LOAD SHIFTING PLANT AND EQUIPMENT		
Load shifting Plant or Equipment	Licensing and Competency Evaluation Requirements	
	Common Codes / Class	Competence Evaluation required
Excavator	LE	Yes
Front-end Loader	LL	Yes
Skid Steer	LS	Yes
Backhoe	LB	Yes
Grader, Dozer, Roller, Compactor, Haul Truck, Scraper, Horizontal Directional Drill.		Yes
Other (Determined by Risk Assessment)		Yes
Minimum Evidence of Training and or Experience		
<ul style="list-style-type: none"> • A valid High Risk Work License; or where that does not exist. • A Certificate of Competency issued by a Registered Training Organisation; or where that does not exist. • A Statement of Attainment issued by a Register Training Organisation; or where that does not exist. 	<ul style="list-style-type: none"> • A Verification of Competence issued by a Registered Training Organisation; or where that does not exist. • Other industry recognised training qualifications (e.g. a Yellow Card issued by the EWPA, articulated rear dump truck training from the Civil Contractors Association); or where that does not exist. • A Training Log Book. 	
<p>In addition to holding the minimum evidence of Training and or Experience listed above, the worker must provide at least one of the following documents as evidence of training and or experience which must be current within the previous 2 years:</p> <ul style="list-style-type: none"> • 0001-FRM-HS-0124 Worker Competence Employer Evidence and Declaration Form; or • 0001-FRM-HS-0123 Worker Competence – Evidence Assessment Form; or • Workplace Training Logbook 		
Specialist Subcontractors		
Specialist or complex work (As determined by Risk Assessment)		Yes
<p>Where Specialist or complex work is to be performed on a Project, the Subcontractor Principal must supply at least one of the following documents, which must be current within the previous 2 years, for each employee who will be required to perform the Specialist or complex work:</p> <ul style="list-style-type: none"> • 0001-FRM-HS-0124 Worker Competence Employer Evidence and Declaration Form; or • 0001-FRM-HS-0123 Worker Competence – Evidence Assessment Form; or • Workplace Training Logbook 		