



MANUAL

Conduct Rigid Haul Truck Operations



1. PLAN AND PREPARE FOR RIGID HAUL TRUCK OPERATIONS

1.1. Access, interpret and apply conducting rigid haul truck operations documentation and ensure the work activity is compliant

As an operator, you must be aware of the required operations documentation.

This may include, but is not limited to:

- Management Plans
- Site procedures
- Work Instructions
- Manuals.



1.2. Obtain, read, interpret, clarify and confirm work requirements

Pre-start meetings are conducted to ensure the oncoming shift is aware of any details relating to:

- Work requirements
- Hazards
- Control measures in place
- Plant status
- Geological / survey data
- Dig locations
- Dumping locations
- Weather conditions
- Manning levels

1.3. Identify and address potential risks, hazards and environmental issues, and implement control measures

1.3.1. Hazards

All hazards MUST be identified prior to work and may include but not limited to:

- Vehicles
- Unstable faces
- Unsafe ground
- Personnel
- Over hanging rocks
- Materials
- Hung up load
- Equipment
- Contaminants chemicals
- Adverse weather conditions


1.3.2. Environmental Issues

Some environmental issues you may encounter:

- Culturally sensitive sites and artefacts
- Drainage
- Dust
- Flora and fauna
- Hazardous chemicals
- Heritage legislation
- Noise
- Runoff
- Spills



Trainee Details

Name:		ID Number:
Employer:	Crew:	Department:
	Make	
	Model	

Assessment Result

☐ Competent☐ Not Yet Competent

Assessor Details

Name:	Signature:	Date: / /
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Trainee acceptance

Name:	Signature:	Date: / /
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Comments:

Note for Trainees

1. The purpose of this assessment is to assess your current competence. It must be completed using 'Black' or 'Blue' ink. No led pencil or liquid paper is to be used.
2. If you do not understand a question, ask the assessor for clarification and if you make a mistake, cross out your answer and initial next to it and write your new answer in.

Note for Assessors

1. Mark the assessment using the marking guide ensuring the answers satisfy the requirements of the question.
2. Make full use of the comments section to explain assessment decisions where required.

Assessor to initial in either the Not Satisfactory (NS) or Satisfactory (S) column.

Trainee is to answer the following questions:

NS

S

1. List the types of documentation that may include the site requirements for haul truck operations?

1. _____
2. _____
3. _____
4. _____

2. What information will you get from a pre-start meeting? List four (4).

1. _____
2. _____
3. _____
4. _____

3. Name four (4) hazards you may identify prior to operating the truck?

1. _____
2. _____
3. _____
4. _____

4. List four (4) environmental issues you may encounter.

1. _____
2. _____
3. _____
4. _____

1. List the types of documentation that may include the site requirements for haul truck operations?

- Management Plans
- Site procedures
- Work Instructions
- Manuals

2. What information will you get from a pre-start meeting? List four (4).



- Work requirements
- Hazards
- Control measures in place
- Plant status
- Coordination issues
- Geological / survey data
- Dig locations
- Dumping locations
- Weather conditions
- Manning levels

3. Name four (4) hazards you may identify prior to operating the truck?

- Vehicles
- Unstable faces
- Unsafe ground
- Personnel
- Over hanging rocks
- Materials
- Hung up load
- Equipment
- Contaminants chemicals
- Adverse weather conditions (electrical storms, floods, fires)


4. List four (4) environmental issues you may encounter.

- Culturally sensitive sites and artefacts
- Drainage
- Dust
- Flora and fauna
- Hazardous chemicals
- Heritage legislation
- Noise
- Runoff
- Spills

PRACTICAL ASSESSMENT		CONDUCT RIGID HAUL TRUCK OPERATIONS	
Trainee Details			
Name:		ID Number:	
Employer:	Crew:	Department:	
	Make		
	Model		
Type of Assessment (Selection <u>must</u> be made)			
<input type="checkbox"/> Full Assessment	<input type="checkbox"/> In Training	<input type="checkbox"/> Re-assessment	<input type="checkbox"/> RPL
Pre- Requisites <i>(To be attached where indicated)</i>			Evidence Verified
			Tick
For "Full Assessment" or "RPL" Theory assessment to be completed			<input type="checkbox"/> Verified
For "Full Assessment" or "In Training", logbook to be completed <i>Ok to operate under minimal supervision – Supervisor / Mentor / Trainer</i>			<input type="checkbox"/> Attached
Site specific procedures to be completed			<input type="checkbox"/> Verified
Requirements for (RPL)			Tick
Current Industry recognised certificate of competence and or,			<input type="checkbox"/> Attached
A letter of competence from a previous employer signed by the Manager or Delegate			<input type="checkbox"/> Attached
Assessment Result			
<input type="checkbox"/> Competent		<input type="checkbox"/> Not Yet Competent	
Assessor Details			
Name:	Signature:	Date: / /	
SME or Content Expert (if used)			
Name:	Employer:		
Signature:	Date: / /		
Trainee acceptance			
Name:	Signature:	Date: / /	
Comments:			
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PRACTICAL ASSESSMENT		CONDUCT RIGID HAUL TRUCK OPERATIONS	
Assessor to initial in either the Not Yet Competent (NYC) or Competent (C) column.			
Trainee is to demonstrate or explain the following:		NYC	C
1. PLAN AND PREPARE FOR RIGID HAUL TRUCK OPERATIONS 1.1 Access, interpret and apply conducting rigid haul truck operations documentation and ensure the work activity is compliant <ul style="list-style-type: none">Trainee knows how to access any site rules and procedures relevant to their work and understand them. E.g. Transport rules, Management Plans, Site procedures, Work Instructions, Manuals			
1.2 Obtain, read, interpret, clarify and confirm work requirements <ul style="list-style-type: none">Attends pre-start meetingObtain and understand work instructions for the shiftClarifies work instructions if unsure of requirementsObtain or handover information from previous shift regarding issues which may impact on the work before proceeding			
1.3 Identify and address potential risks, hazards and environmental issues, and implement control measures 1.3.1. Hazards <ul style="list-style-type: none">Identify, manage and report potential risk and hazardsEnsure any identified hazards are controlled			
1.3.2. Environmental Issues <ul style="list-style-type: none">Knowledge of any site environmental and heritage locations and issuesReports environmental issues when identified (verbally or written)Reports any environmental damage or potential impacts of works			

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MAPPING		CONDUCT RIGID HAUL TRUCK OPERATIONS	
Performance Criteria		Theory	Practical
1. Plan and prepare for rigid haul truck operations			
1.1	Access, interpret and apply conducting rigid haul truck operations documentation and ensure the work activity is compliant	1, 2	1.1
1.2	Obtain, read, interpret, clarify and confirm work requirements	3	1.2
1.3	Identify and address potential risks, hazards and environmental issues, and implement control measures	4, 5, 6	1.3
1.4	Select and wear personal protective equipment appropriate for the work activities	7	1.4
1.5	Access, interpret and apply required geological and survey data	8	1.5
1.6	Inspect and prepare work area in coordination with others	9	1.6
1.7	Resolve coordination requirements with others at the site prior to commencing, during and on completions of work activities	10	1.7
2. Operate rigid haul truck			
2.1	Isolate vehicle and carry out pre-start checks including a walk around the vehicle and inspection of the body and tyres and report any issues identified	11, 12, 13, 14	2.1
2.2	Enter and exit the vehicle using a three points of contact technique	15	2.2
2.3	Conduct start-up procedures, then start up the vehicle	16, 17, 18	2.3
2.4	Select and modify the operating/drive technique to appropriately meet changing work conditions	19	2.4
2.5	Drive, manoeuvre, conduct and control operations within the vehicle limitations	20, 21, 22, 23, 24	2.5
2.6	Act on or report monitoring systems and alarms	25, 26, 27	2.6
2.7	Continually monitor hazards and risks, and ensure safety to self, others, plant and equipment	28, 29	2.7
2.8	Conduct park-up and shutdown procedures	30, 31	2.8
3. Load, haul and dump materials			
3.1	Position rigid haul truck under loading equipment and load vehicle	32, 33, 34, 35, 36, 37	3.1
3.2	Carry out approved haulage operations	38, 39	3.2
3.3	Carry out approved dumping operations	40, 41, 42, 43, 44	3.3
3.4	Complete load, haul and dump work activity	45, 46	3.4
4. Carry out rigid haul truck post-operational procedures			
4.1	Prepare vehicle for maintenance	47, 48	4.1
4.2	Conduct inspection and fault finding	49	4.2
4.3	Carry out scheduled maintenance tasks	50, 51	4.3
4.4	Refuel vehicle	52	4.4
4.5	Return vehicle to service	53, 54	4.5
4.6	Process written maintenance records	55	4.6
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MAPPING	CONDUCT RIGID HAUL TRUCK OPERATIONS
Performance Evidence	Practical
Evidence is required to be collected that demonstrates a candidate's competency in this unit. Evidence must be relevant to the roles within this sector's work operations and satisfy all of the requirements of the performance criteria of this unit and include evidence that the candidate:	
<ul style="list-style-type: none"> locates and applies relevant documentation, policies and procedures 	1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 1.7, 2.1, 2.2, 2.3, 2.6, 2.7, 2.8
Works effectively with others to undertake and complete the conduct of rigid haul trucks that meets all of the required outcomes including:	
<ul style="list-style-type: none"> using a range of communications techniques and equipment to convey information to others 	1.2, 1.5, 1.6, 1.7, 2.1, 2.6, 3.1, 3.2, 3.3, 4.4
<ul style="list-style-type: none"> coordinates activities with others 	1.2, 1.5, 1.6, 1.7, 2.1, 2.6, 3.1, 3.2, 3.3, 4.4
<ul style="list-style-type: none"> working safely around other machines and personnel 	1.1, 1.6, 1.7, 2.7, 3.1, 3.2, 3.3, 4.4
Demonstrates completion of conducting rigid haul truck operations that safely, effectively and efficiently meets all of the required outcomes on more than one (1) occasion including:	
<ul style="list-style-type: none"> driving and manoeuvring rigid haul vehicle smoothly, adjusting operation techniques for the work environment and changing work conditions 	2.4, 2.5, 2.6, 2.7, 3.1, 3.2, 3.3, 3.4
<ul style="list-style-type: none"> operating rigid haul vehicle within limitations 	2.5, 2.6
<ul style="list-style-type: none"> Correctly positioning the rigid haul vehicle for loading of materials under at least one (1) of the following types of loading equipment: <ul style="list-style-type: none"> shovels wheel loaders excavators bins conveyor belts draglines 	3.1
<ul style="list-style-type: none"> hauling materials to designated location/s i.e. Tip Head, Crusher pocket, Waste Dump etc. 	3.2
<ul style="list-style-type: none"> correctly positioning the vehicle for dumping of materials 	3.3
<ul style="list-style-type: none"> unloading materials from the rear of the vehicle in designated location and limiting spillage 	3.3
<ul style="list-style-type: none"> undertaking approved vehicle shutdown and refuelling procedures 	2.8, 4.4
<ul style="list-style-type: none"> identifying issues with vehicle equipment and makes minor adjustments 	2.1, 2.3, 4.2, 4.3
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