

Course Essentials and Pre-Enrolment Information

Mining & Quarrying Safety & Health Competencies

Site Senior Executives...

Gain Your required new **Safety and Risk Management** units and use them to **Advance Your Career within the Quarrying and Mining Industries**

- ✓ Help gain your next Promotion or New Job
- ✓ Maintain your required compliance
- ✓ **Finally have that 'Piece of Paper' that says you can do it**
- ✓ Formally recognize your work skills and Prove your experience
- ✓ **Get the 'Pat on the Back' you deserve**
- ✓ Learn new skills
- ✓ **Fast track to further studies**

RIIRIS501D Implement and maintain management systems to control risk

BSBWHS501 Ensure a Safe Workplace

RIIRIS301D Apply Risk management processes

RIIRIS601D Establish and Maintain the Risk Management System

These units are required as per the Mining and Quarrying Safety and Health Act 1999 (QLD) and the Mining and Quarrying Safety and Health Regulation 2017, for the various positions.

Site Senior Executive – on all mines employing more than 10 people Require the unit:

- **RIIRIS301D Apply Risk management processes**

Site Senior Executive – on all Surface Mines or Quarries employing more than 6 people, appointed before 1 July, 2018

Required to hold these units:

- **RIIRIS501D Implement and maintain management systems to control risk +**
- **BSBWHS501 Ensure a Safe Workplace**

Site Senior Executive – on all Surface Mines or Quarries employing 6 – 20 people, appointed after 1 July, 2018

Require the unit:

- **RIIRIS501D Implement and maintain management systems to control risk**
- **BSBWHS501 Ensure a Safe Workplace**

Site Senior Executive – on all Surface Mines or Quarries employing more than 20 people, appointed after 1 July, 2018

Require the unit:

- **RIIRIS501D Implement and maintain management systems to control risk**


Underground Mine Manager: (if 20 or more person work underground)









Require the unit:



- **RIIRIS601D Establish and Maintain the Risk Management System**

You can now gain your formal accreditation, at a time and location that suits you. Designed for working executives, you can complete these courses at your own pace and become qualified. With flexibility built in at every stage, you can complete this around your work shifts, rosters, FIFO and you can maintain your work-life balance while building your future and advancing your Career.

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| Unit Name + Code | RIIRIS501D Implement and maintain management systems to control risk BSBWHS501 Ensure a Safe Workplace RIIRIS301D Apply Risk management processes RIIRIS601D Establish and Maintain the Risk Management System |
| Investment | \$950 per unit \$1800 for 2 units (4 fortnights x \$450) |
| Certificate Receiving | A Statement of Attainment for each completed unit will be issued as soon as your assessments are completed and your fees are fully paid. |
| Course Currency | These are the official units. You will be gaining the latest and most up-to-date version of these units. If the course gets updated whilst you are studying with us, we will advise you. |
| Unit Recognized  | Yes. This is the unit recognized as required units for the Mining and Quarrying Safety and Health Act 1999 (QLD) and the Mining and Quarrying Safety and Health Regulation 2017 for work in QLD Quarries and Surface Mines. All qualifications and Units of Competency offered by Global Training Institute are nationally recognised and align with the Australian Qualifications Framework. Your unit of competency completed is therefore valued by employers throughout QLD, Australia and often overseas. |
| Recommended for | Those that wish to Advance your Career within Quarries and Mining or become an SSE |
| Speciality/Cohort | Experienced Mining Supervisors and Safety Representatives |
| Delivery Method | Flexi Training – You choose your training method to suit you and your work schedule. <ol style="list-style-type: none"> 1. Mixture of Online + Phone or skype sessions – day or evening sessions 2. Distance -we can provide you with a USB with materials and assessments if you request it) or 3. Face-to-Face (GTI office). |
| Covers Enrolments | 1 st January – 31 December 2020 |
| Start Dates | Flexible. Year Round Start Dates. Means you can start any time. Fast Start & Quick Access to your Course. |
| Duration of Course + | 4 weeks to 6 months: You will have access to your units for 6 months. Quicker Completion: Many students complete their course much quicker – usually 4 weeks -2 months. Depending upon your previous experience and how much time you can allocate to completing your units, will determine when you finish. All the resources and assessments are available to you 24/7, so you can get in and complete as fast as you want. |

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| Completion Date | If you wish to still access your course after the 6 months from the commencement date – date of your enrolment, additional fees will need to be paid. |
| Entry Requirements | <p>Age: 21 Years or over</p> <p>Employment Experience: Participants Must:</p> <ul style="list-style-type: none"> • Have 3+ years of experience in mining or quarries, supervision or mining management • Have completed previous courses in Mining Risk Management and Workplace Health and Safety • Have access to a quarry or surface mine <p>Education: Year 12 pass or Certificate IV and 2+ Years relevant Industry Experience or Proof of skills - provide a current resume or 2 Referees to testify to your ability to complete the course</p> <p>Language Literacy, Numeracy: Proof of Yr12/Senior Certificate or Pass an approved LLN Test - English language: see 'English Requirements' in the footer of the website for more information. Fluent in written and spoken English</p> <p>Resource Requirements: Students are required to have access to the internet and a computer in order to access their materials online. Computer – Pc or Mac; Google Chrome or Firefox; Internet Connection.</p> <p>General: Motivation and good reason to complete the unit</p> |
| Specific requirements needed to successfully complete the course | <p>Yes. Refer Materials/Equipment Needed</p> <p>Active (minimum monthly) communication with your Trainer is required. This is to be organised by the student.</p> |
| Materials/Equipment Needed | Computer, Internet access, Firefox or Chrome (not Internet Explorer). Students are required to have access to the internet and a computer in order to access their materials, and submit assessments online. |
| Resources Provided: | <p>You will be provided with all the required materials to complete your training and assessments</p> <p>You will also have access to many additional Project Management, Business Administration, Leadership, Management and Career Success Resources and Templates. These can really help you to Advance Your Career.</p> |
| Training Support Services | <p>No additional cost. You will have access to your Trainer, Completion Coach and GTI office support staff, phone sessions and unlimited email support.</p> <div>       </div> <p>Online Access Tutor Completion Coach Unlimited Phone Sessions Recorded Assessments Resources</p> |
| Additional Learner Support Services Available if required | No additional cost. Access to computer programs that will allow you to talk instead of typing, if required. You may also be interviewed through your assessments and then provide the matching evidence. |

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| Location of Training, Sessions & Times | <p>You will arrange your training with your Trainer to suit you both. Training will be usually online plus sessions via phone, skype or similar.</p> <p>How does the Course work:</p> <ol style="list-style-type: none"> 1. A phone interview with your Trainer to ensure your suitability to this course – that you have previous knowledge and experience in working with Risk Management Systems and WHS Systems in mining or quarrying environments. This can be done prior to your enrolment. Call us today on 61754573334 or 1800 998 500 (within Australia). 2. Enrolment process completed 3. A tour of your online student area and course materials (takes 1/2 hr with your Global Training Support staff member) 4. Phone appointment (or face-to-face) with your Trainer to determine relevant projects for your assessments 5. Complete your Assessments. You should be able to use current work risk management systems or safety systems towards your assessments. 6. Assessments are submitted, marked, extra evidence provided or another phone session booked with your Trainer if needed 7. Statement of Attainment awarded – emailed to you and also posted in the mail |
| Attendance at training if required | Active (minimum monthly) communication with your Trainer is required. |
| Access to Trainer: | <p>You will have regular contact (minimum monthly) with your Trainer via phone, email, and if convenient, face-to-face.</p> <p>You will know that they are just a phone call or email away whenever you need them.</p> |
| Recommended study time per week | 4-6 hours per week, if you have experience and can access workplace documents or more if you do not. |
| Location of Assessing | <p>You will complete your assessments at work or home.</p> <p>These will need to be typed (or handwritten and scanned) and submitted into your Online Student Area. It is a very simple process.</p> |
| Recognition of Prior Learning: | <p>Yes, RPL is available for this course. Same tuition fee applies.</p> <p>You can use your previous experience and workplace documents as part of your normal assessments.</p> |
| Any Work Experience/ Placement Required for completion of qualification: | No |
| Employment Guaranteed at end of Course | Sorry. GTI is unable to guarantee you any employment or promotions for which you apply. We can provide you with a letter saying that you are completing the course, if you are applying for a job. |
| Employment Opportunities | Many of our students have gained promotions and new jobs in mining and construction after completing their course with us, and testify that their qualification helped them to gain it. See website for student testimonials. |
| University Pathways | <p>Yes. GTI has pathway and articulation arrangements with Universities.</p> <p>After completing this course, you may use it as an elective into one of our Diploma or Advanced Qualifications which then gain entry into many Undergraduate Degree courses at most Universities. This means that you do not need to have completed Year 12 in the past.</p> |

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| | <p>Our Advanced Diploma qualifications can be used for credit – ½ an undergraduate degree – save 18 months</p> <p>3rd and Final year of a Bachelor of Applied Management – save 2 years</p> <p>Entry into MBA – save 3 years university.</p> <p>See website page ‘University Pathways’ for full details and confirm with the individual university for their current arrangements and admission processes.</p> |
| Future Study Credits (No of units you won’t have to complete) | <p>When you complete this course, you will be able enrol into the full qualification options and gain a credit for the unit completed with us here at GTI:</p> <p>Complete this units as part of the following qualifications:</p> <p>Diploma or Advanced Diploma of Civil Construction</p> <p>Diploma or Advanced Diploma of Leadership and Management (can be used for promotions or entry into MBA – saving 3 years of university degree).</p> |
| Student Discounts | <p>Yes. Enrolment in this course will mean that you can register as a student with Student Clubs and receive discounts for food, travel, clothing, computers... Details with your enrolment letter.</p> |
| | Things to Keep in Mind as you Study with us. Your rights and obligations. |
| Fees | <p>Student Tuition Fees are required for enrolment in this course.</p> <p>Fees can be paid for by you individually or your employer.</p> <p>All fees must be paid before your qualification will be issued.</p> |
| Tuition Fees + Maximum Course Cost | <p>See Tuition Fee Schedule, located in the website footer, for current student tuition fees</p> <p>(This may be reduced if you have completed the same Unit (code), previously in another qualification – Credit Transfer)</p> |
| Any additional costs involved: | No |
| Government Funding/ Subsidies/ Entitlements Available for this course | <p>Not for the single unit.</p> <p>If you enrol into the full qualification there may be:</p> <p>NSW Smart & Skilled (subject to availability). See NSW Smart & Skilled funding webpage for details regarding how this funding works, and all implications regarding how training works when utilising this funding, and your obligations</p> |
| Tax Rebates & Deductibility | <p>Yes. This course is 100% Tax deductible if it relates to your work. See Fee Schedule for a guide as to how much you may receive back. Confirm this with your Tax Adviser</p> |
| Payment Options – how fees to be paid, when fees to be paid, terms and conditions | <p>See Tuition Fee Schedule</p> <p>Fees can be paid for by Student or Employer</p> <p>Payment Plans available</p> <div>   </div> <p>Payment Plans Tax Rebate</p> |
| Refund Conditions | Details are available in the Student Handbook |
| Your Rights | For information regarding your learner rights as a student with Global Training Institute, refer to the Student Handbook |
| Concerns, Queries, Complaints or Appeals about either Global Training or your training provider | <p>Please contact Global Training Institute</p> <p>Follow the procedures listed in the footer on Global Training Institute website and refer to Student Handbook</p> |
| Course Deferral, Extension or Withdrawal | <p>If as a Student you need to defer, withdraw or extend your course, you will need to apply in writing using the relevant form, which you can find under the student forms at http://gtionline.edu.au/moodle/ also accessible from the GTI website footer.</p> |

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| | Global Training Institute will then access each application individually and will respond in writing within 5 working days. Full details of the policies regarding these are available in the Student Handbook available in the website footer. |
| Closure of the Company or ceasing of delivery of course | In the unforeseeable event of Global Training Institute or any third party closing or ceasing to deliver this course, please refer to the Student Handbook for your rights. |
| Your Obligations | For information regarding your obligations as a student with Global Training Institute, refer to the Student Handbook |
| To enter and successfully complete this course | Refer to above listed Entry Requirements, material requirements, training and assessment requirements for this course. |
| USI | You will be required to obtain a Unique Student Identifier Number from the Government prior to enrolling in this course. |
| Training Provided by | Global Training Institute RTO No 31192. |
| Assessing Conducted by | Global Training Institute RTO No 31192. |
| Qualification Issued by | Global Training Institute RTO No 31192. |
| Quality of Training and Assessment | Global Training Institute is responsible for the quality of the training and assessment for this course in compliance with the Standards for Registered Training Organisations 2015 and for the issuance of the AQF certification documents |
| Partnership Training or Assessment Arrangements | No partnership arrangements currently exist for this course. Should this change, GTI will notify you. |
| Global Training Institute Details | Global Training Institute RTO No 31192 PO Box 377 Palmwoods QLD 4555 40 Main St Palmwoods 1800998500. 07 54573334 info@globaltraining.edu.au |

Your Quickest And Simplest Path To Completion



Here's what other Students have said about completing their Safety and Risk Management Units with Global Training Institute...

"I completed my G3 Risk Management unit through RPL. RPL involved me answering questions, providing workplace documents of the Risk Management System I had created and I had some phone interviews with my Assessor. I found this RPL process well constructed and clear with the process, feedback, instructions etc. The support from Global Training Institute was excellent. I would recommend this for others to be recognised for their skills." **George Turvey.** Health and Safety Manager

"What Global Training Institute offered me was very good and just what I required. I found the RPL (Recognition of Prior Learning) process very easy to facilitate and I appreciated the process to work through. I gained a more thorough understanding of obligations and the necessary framework required to manage and communicate risk. The staff were helpful and commutative and quick to respond. I would recommend the course to others. The course application and whole process flowed well." Dale Burgess

"I completed my G3+ G7 units – in 1 week by completing my assessments and submitting them. I found the support processes excellent. They were quick to respond to questions, efficient and the assessments for these units were streamlined no fattening out the course to fill in time." Paul Green G3 and G7

"Great course for anyone in mining. The G3 course was easy to do in your own time and pace. The assessments were set up such that you could go through the whole risk management process systematically, and it was interesting to have to consider other aspects to risk management other than health and safety. The support was great." Martin Filar

"I would recommend completing your G3 RIIRIS unit with Global Training Institute. I completed my G3 RIIRIS601 through the assessment process, without RPL. I found the support processes worked well in the online environment. I learnt how to develop risk management "Systems" rather than just a procedure." **William Ahern**



"The risk assessment course was relevant and assisted me in my business. It had good online facilities and system. It was a good learning experience as I did not make use of RPL. The process facilitated me to develop standards for my business. My Trainer gave me good feedback. I definitely build my current knowledge and skills." Jan Van Heerden

"The self-funded online training placed me in a position to be immediately employable. 'Sometimes you have to spend money to make money'. The support team were friendly and helpful and the course covered a variety of topics from theory to practice. I would recommend this course to others as the support and guidance is very good." **Alan Simms G3 + G7**