

How to prove competency in the Earthmoving Classes – Meeting your responsibility as a PCBU (employer)



For a new person trying to break into the industry

Do some training and assessment through a RTO and obtain a "competency card" and Statement of Attainment – you will be far more desirable as you will be assisting a potential employer in meeting his Duty of Care under the WHS Act.

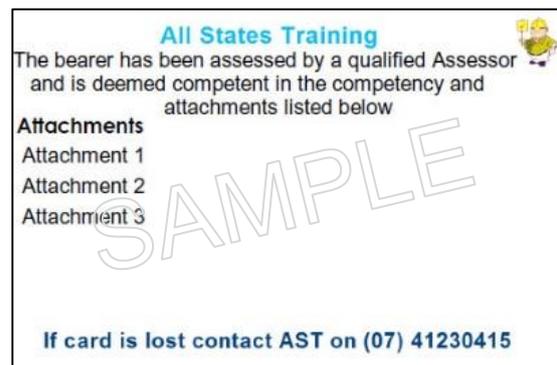
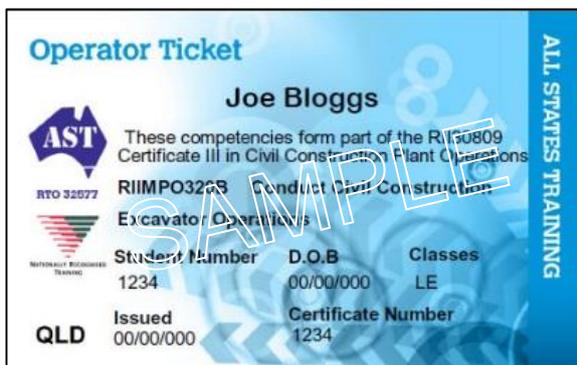
You will be showing that you are pro-active and willing to learn.

As an employer - A bad approach

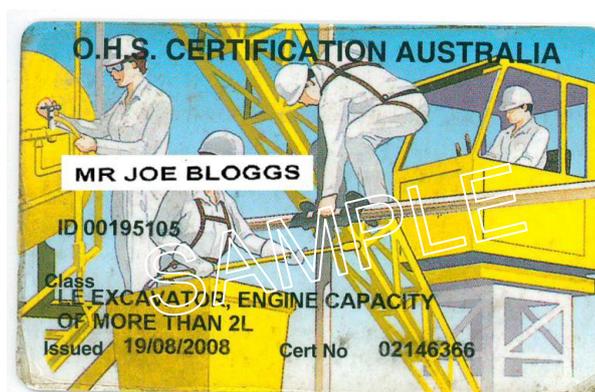
De-regulation does not mean "yahoo – no more licences" Unfortunately you cannot just look at someone and think "he will be alright", or "his mate said he was a good operator". This is exactly the sort of approach that will get an employer into trouble.

As an employer – what is a good approach?

1. The operator may have a statement of attainment and a "competency card/operator ticket"



2. An operator may have an old OHS licence under the old system. **Keep a record of it.**



This is a good base to start. At some point, somewhere a course of external training has already been undertaken.

An old style OHS Licence and the new RTO issued Competency card are issued as evidence that a minimum basic level of competency has been achieved with a particular piece of plant. However, these courses do not turn people into experienced operators overnight.

3. As an employer, you must go a step further than this and conduct a "VOC". "VOC" stands for verification of competency....A term that we are all going to see more and more.

What does this mean? In simple terms you ask them questions, so you can check that they know what they are talking about. You then ask them to demonstrate that they can do a particular task, so you can check that they do have the practical skills needed to do the job you are going to ask them to do. You would repeat this procedure for all of the operators you currently have working for you. **Keep a record of it.**

If after questioning and demonstration, you basically have no concerns that they can do the task you are asking of them You could say they were competent.

If you have any concerns then you would say that they are not competent and you would organise some additional training. Perhaps mentoring from an existing operator or you may choose to use an RTO such as ourselves to further their training.

4. If they are a new employee ask for a resume
5. Check out their references properly
6. It is good common sense to ask the worker to read the operator's manual for the machine he/she will be using and ensure that he / she understands it. **Keep a record of it.**
7. You would also complete a general induction with them. Make sure you include
 - Personal Protective Equipment – PPE is now legislated with penalty points.
 - Employer to provide PPE 60 penalty points for non-compliance
 - Employer to provide training and instruction on PPE 60 penalty points
 - Worker not wearing, taking care of, reporting faults on PPE 36 penalty points
 - Plus it is an offence for an employer to charge or levy a worker for PPE
 - emergency procedures
 - amenities
 - first aid
 - how to manage hazards
 - Your organisation's processes and paperwork requirements etc.
 - Anything else unique to your workplace

Keep a record of it

What we do know from experience is that "Competency" is both theoretical and practical and detailed records must be kept for future compliance (i.e. someone has an accident, first thing investigators, lawyers, courts etc are going to ask for is the training records).

Written records must be kept – verbal agreements are worth absolutely nothing

With the recent changes to the earthmoving classes, very little attention has been paid to what this has done to the insurance implications for this industry. It is worth a phone call to your insurance company to see what conditions need to be met to keep your insurance policies valid.

