

23 August 2024

# Deputy of underground coal mines

## Prerequisites and written exam details

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### 1. Prerequisites

An application for examination must be accompanied by evidence that you have the following:

Prerequisite	Requirement
Tertiary or vocational qualification	<p>Any one of the following:</p> <ul style="list-style-type: none"><li>• Bachelor of Mining Engineering issued by an Australian university, or</li><li>• RII50920 Diploma of Underground Coal Mining Management issued by a registered training organisation (the superseded qualifications RII50915 &amp; RII50913 Diploma of Underground Coal Mining Management, or other equivalent superseded qualification is acceptable).</li><li>• RII40420 Certificate IV in Underground Coal Operations issued by a registered training organisation (the superseded qualifications RII40415 and RII40413 Certificate IV in Underground Coal Operations, or other equivalent superseded qualification is acceptable).</li></ul> <p>If you hold a qualification/unit of competence that is not specified as a prerequisite, refer to <a href="#">Fact sheet - Recognition of qualifications and units of competence</a>.</p>
Practical experience	<p>A minimum of 3 years practical underground coal mine experience, including:</p> <ul style="list-style-type: none"><li>• a minimum 2 years being present:<ul style="list-style-type: none"><li>– with a minimum 1 year 4 months at an extraction face during production or development works and</li><li>– during other mining activities</li></ul></li></ul> <p>(this must be included in the three years of experience required above)</p>

Prerequisite	Requirement
	<ul style="list-style-type: none"> <li>a minimum 6 months' experience in supervising and/or co-ordinating and/or leading workers involved in underground coal mining activities</li> </ul> <p>Your experience must be verifiable and/or signed off by a supervising manager who held a Mining Engineering Manager of underground coal mines practising certificate at the time of your employment (or an interstate equivalent or relevant). Refer to the Guide: Applying for a certificate of competence for more details.</p>
Emergency preparedness unit	<ul style="list-style-type: none"> <li>RIIERR402E Apply and monitor underground coal mine emergency preparedness and response systems, issued by a registered training organisation.</li> <li>The superseded units RIIERR402D &amp; RIIERR402A Apply and monitor underground coal mine emergency preparedness and response systems, or other equivalent superseded unit number is acceptable.</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>RIIERR501E Implement underground coal mine emergency preparedness and response systems, issued by a registered training organisation</li> <li>The superseded units RIIERR501D &amp; RIIERR501A Implement underground coal mine emergency preparedness and response systems, or other equivalent superseded unit number is acceptable.</li> </ul> <p>If you hold a qualification/unit of competence that is not specified as a prerequisite, refer to <a href="#">Fact sheet - Recognition of qualifications and units of competence</a>.</p>
Portfolio of evidence	<p>You must attach the following documents as evidence of your competence which must be relevant to the function. Your name must be in the document as evidence you were involved. If not, then you must have your supervisor/manager sign off the document confirming your involvement or attach another document confirming eg email. You may attach multiple documents to provide sufficient evidence:</p> <ul style="list-style-type: none"> <li>Risk assessment - a copy of a WHS risk assessment that you were involved in at your mine during the last three years</li> <li>Workplace inspection - a copy of a WHS workplace inspection, task observation or audit, that you carried out and documented for your mine in the last three years</li> </ul>

Prerequisite	Requirement
	<ul style="list-style-type: none"> <li>Review of principle hazard management plan or control plan - evidence, such as a report, of your involvement in reviewing a principal hazard management plan or control plan at your mine</li> <li>Shift handover report, shift work plan or compliance report - a copy of a WHS shift handover report, shift work plan or compliance report that you completed in the last six months. For a shift handover report, the document must include your name and role.</li> <li>Delivery of workplace training program - evidence of a WHS related training program in a mining or related field that you were involved in developing and delivering for workers in full or part of it at your mine (eg. toolbox talks, shift or work group briefings). As an alternative a completed sign on list of attendees may be provided, with your name on it as the trainer, as evidence that you delivered it.</li> <li>Safe work procedure or related document for standard setting - a copy of a safe work procedure or related document for standard setting (eg. work instruction, work order job detail) that you actioned at your mine during the last five years</li> </ul> <p>For more information about portfolio requirements refer to the <a href="#">Portfolio requirements: certificate of competence examination process</a></p>
Identity verification	Refer to the <a href="#">Factsheet: Certifying documents and verifying identity</a>

## 2. Written examination details

The written examination consists of the following paper:

Paper	Method of Examination	Duration of Paper
DEP – Coal mining practice and legislation	Closed book	2.5 hours

### 2.1. DEP – Coal mining practice and legislation

You will be required to demonstrate a working knowledge of the Work Health and Safety Act 2011, Work Health and Safety (Mines and Petroleum Sites) Act 2013, Coal Industry Act 2001, Explosives Act 2003 and their supporting regulations, as they relate to the statutory function of a deputy.

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