

September 2025

Open cut examiner of coal mines other than underground mines

1. Prerequisites

All documents, other than the portfolio of evidence documents, **must be certified** as a true copy of the original by an authorised certifier. Refer to the [Fact sheet - Certifying documents and verifying identity](#) available on the [How to apply](#) page.

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">• Bachelor of Mining Engineering issued by an Australian university, or• RII40220 Certificate IV in Surface Coal Mining (Open Cut Examiner) issued by a registered training organisation (the superseded qualifications RII40215 & RII40213 Certificate IV in Surface Coal Mining (Open Cut Examiner), or other equivalent superseded qualification is acceptable). <p>If you hold a qualification/unit of competence that is not specified as a prerequisite, refer to Fact sheet - Recognition of qualifications and units of competence.</p>
Practical experience	<p>A minimum of 3 years practical coal mine other than underground experience*, including:</p> <ul style="list-style-type: none">• a minimum 2 years being present:<ul style="list-style-type: none">— with a minimum one year in a production area involving the extraction of waste or coal and associated activities and— during other mining activities related to the extraction of waste or coal <p>(this must be included in the 3 years of experience above)</p> <ul style="list-style-type: none">• a minimum 6 months experience in leading, supervising or co-ordinating workers involved in the extraction of waste or coal and associated activities.

Prerequisite	Requirement
	<p>Your experience must be verifiable and/or signed off by a supervising manager who held a mining engineering manager of coal mines other than underground 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	<p>RIERR401E Apply and monitor surface operations emergency preparedness and response systems, issued by a registered training organisation</p> <p>The superseded units RIERR401D and RIERR401B Apply and monitor surface operations emergency preparedness and response systems, or other equivalent superseded unit number is acceptable.</p> <p>If you hold a qualification/unit of competence that is not specified as a prerequisite, refer to Fact sheet - Recognition of qualifications and units of competence.</p>
Portfolio of evidence	<p>You must attach the following documents as evidence of your competence which must be relevant to the function. You may attach multiple documents to provide sufficient evidence.</p> <p>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 e.g. email.</p> <p>All evidence must be actioned/completed within the past 5 years:</p> <ol style="list-style-type: none"> 1. Risk assessment – a copy of a WHS risk assessment that you were involved in at a mine. This does not include day-to-day activities such as task focused risk assessments such as Take 5 or JSA. 2. Workplace inspection – a copy of a WHS workplace inspection, task observation or audit, that you carried out and documented at a mine. 3. Review of principal 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. 4. 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. For a shift handover report, the document must include your name and role.

Prerequisite	Requirement
	<p>5. Delivered a workplace training program – evidence of a WHS related training program in a mining or related field that you were involved in (e.g. toolbox talks, shift or work group briefings):</p> <ul style="list-style-type: none"> ▪ For delivery (e.g. completed sign on sheet of attendees with your name on it as the trainer/presenter), as evidence that you had delivered it, or your supervisor/manager signing off that you had delivered it. <p>6. 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 a mine.</p> <p>For more information about portfolio requirements refer to the Portfolio requirements: certificate of competence examination process</p>
Identity verification	Refer to the Fact sheet: Certifying documents and verifying identity

2. Written and oral examination details

All written and oral examination questions are mapped to competencies in the [Competency framework](#). Candidates should be familiar with the competencies for this function to prepare for and demonstrate that they satisfy them in their question responses.

Written exams

The written examination consists of the following papers:

Paper	Method of examination	Duration of paper
OCE1 - Legislation	Closed book	1 hour
OCE2 – Practical Open Cut Operations	Closed book	2 hours

2.1. OCE1 – 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*, *Explosives Act 2003*, and their supporting Regulations, as they relate to the duties of an open cut examiner. You will also be

required to demonstrate a working knowledge on key Standards and guidelines applicable to the supervision of surface coal mining activities.

2.2. OCE2 – Practical open cut operations

This paper will deal with the interpretation and application of mining and engineering principles together with relevant aspects of mining legislation. You will be expected to have knowledge of safe working procedures and the causes and prevention of mine incidents.

Oral exams

The oral exam consists of questions where the candidate must achieve the minimum mark, number of items and/or specific items in their answer for each question in order to pass the exam. The competencies mapped to each question can be essential (must be satisfied) or other (in total must be satisfied). All questions must be passed.

3. Other useful links

[Competency resources and guides](#)

© State of New South Wales through the Department of Primary Industries and Regional Development 2025. You may copy, distribute, display, download and otherwise freely deal with this publication for any purpose, provided that you attribute the Department of Primary Industries and Regional Development as the owner. However, you must obtain permission if you wish to charge others for access to the publication (other than at cost); include the publication in advertising or a product for sale; modify the publication; or republish the publication on a website. You may freely link to the publication on a departmental website.

Disclaimer: The information contained in this publication is based on knowledge and understanding at the time of writing (September 2025) and may not be accurate, current or complete. The State of New South Wales (including Department of Primary Industries and Regional Development), the author and the publisher take no responsibility, and will accept no liability, for the accuracy, currency, reliability or correctness of any information included in the document (including material provided by third parties). Readers should make their own inquiries and rely on their own advice when making decisions related to material contained in this publication.