

<b>Unit Ref</b>	<b>SUM13</b>
<b>Title:</b>	<b>Supervise Mines Surface Activities</b>
<b>Level:</b>	<b>4</b>
<b>Credit value:</b>	<b>9?</b>
<b>Guided Learning Hours</b>	<b>56?</b>
<b>Learning outcomes</b> <i>The learner will:</i>	<b>Assessment criteria</b> <i>The learner can:</i>
1. Be able to supervise mines surface activities.	<p>1.1 Agree with others the work to be carried out in the area of the mine under their responsibility</p> <p>1.2 Obtain and interpret information (including mine surface plans) required for undertaking supervisory duties at the mine</p> <p>1.3 Select resources for undertaking supervisory duties and confirm they are fit for purpose</p> <p>1.4 Undertake appropriate inspections on at least 6 of the following, relevant to their role:-</p> <ul style="list-style-type: none"> <li>• Site security</li> <li>• Surface plant</li> <li>• Machinery</li> <li>• Assets</li> <li>• Stockpiles</li> <li>• Signage</li> <li>• Safe condition of pedestrian routes</li> <li>• Safe condition of traffic routes</li> </ul> <p>1.5 Demonstrate how arrangements are made for maintenance on:-</p> <ul style="list-style-type: none"> <li>• Plant</li> <li>• Machinery</li> <li>• Services</li> <li>• Equipment</li> <li>• Structures</li> <li>• Assets</li> </ul> <p>1.6 Ensure that their work area is kept clean and tidy</p> <p>1.7 Demonstrate how communications are carried out in their area/district</p> <p>1.8 Ensure that correct records/reports are kept for monitoring activities</p> <p>1.9 Demonstrate actions to be taken in the event of emergency situations</p> <p>1.10 Demonstrate how problems outside their responsibility are resolved</p> <p>1.11 Demonstrate how environmental aspects are monitored in their area/district, to include:-</p> <ul style="list-style-type: none"> <li>• Existing controls</li> <li>• Compliance with exposure limits</li> <li>• How problems are reported</li> <li>• Correct records/reports</li> <li>• How problems are dealt with</li> <li>• How opportunities for improvement are identified</li> </ul> <p>1.12 Demonstrate how accurate information is given to:-</p> <ul style="list-style-type: none"> <li>• Contractors</li> <li>• Visitors</li> <li>• Colleagues</li> <li>• Management</li> </ul> <p>1.13 Demonstrate how personnel in their area/district are monitored, to include:-</p> <ul style="list-style-type: none"> <li>• Checks of competency</li> <li>• Correct assignment of duties</li> <li>• Inductions for contractors</li> <li>• Inductions for visitors</li> <li>• Checks for correct personal protective equipment (PPE)</li> </ul>

	<ul style="list-style-type: none"> <li>• Work carried out to plan</li> <li>• Personnel not exposed to work hazards</li> </ul> <p>1.14 Ensure personnel undertake work activities in their area of responsibility in compliance with the Safety Management System (SMS)</p> <p>1.15 Demonstrate how equipment required to carry out the activity is checked for availability and serviceability</p> <p>1.16 Demonstrate how recommendations for training are made as a result of monitoring activities</p> <p>1.17 Demonstrate how accurate personnel records are kept</p>
<p>2. Understand how to supervise mines surface activities.</p>	<p>2.1 Explain the layout of the site in their area of responsibility</p> <p>2.2 Explain the location of emergency plant equipment</p> <p>2.3 Explain the safe working procedures in their area of responsibility</p> <p>2.4 Explain the organisational procedures in their area of responsibility in relation to:-</p> <ul style="list-style-type: none"> <li>• Transportation</li> <li>• Pedestrians</li> <li>• Monitoring of machinery, equipment and services</li> <li>• Security</li> </ul> <p>2.5 Explain actions to be taken in the event of a breach of security</p> <p>2.6 Give examples of potential Health &amp; Safety hazards and Environmental aspects associated with mine surface activities</p> <p>2.7 Explain the key aspects of health, safety and environmental legislation applicable to their district/area</p> <p>2.8 Explain the organisational procedures in place for:-</p> <ul style="list-style-type: none"> <li>• Health, Safety and Welfare</li> <li>• Maintaining the environment</li> <li>• Accidents</li> <li>• Incidents</li> <li>• First aid</li> <li>• Emergency situations</li> <li>• Unfit persons</li> <li>• Contractors</li> <li>• Induction schemes</li> </ul> <p>2.9 Explain the workplace monitoring/identification methods for:-</p> <ul style="list-style-type: none"> <li>• Inspections</li> <li>• Surveys</li> <li>• Audits</li> <li>• Records</li> </ul> <p>2.10 Explain the methods in place for preventing accidents/incidents in mines</p> <p>2.11 Explain the main types occupational health risk, including:-</p> <ul style="list-style-type: none"> <li>• Chemical</li> <li>• Physical</li> <li>• Ergonomic</li> </ul> <p>2.12 Explain how health, safety and environmental risks can be reduced by:-</p> <ul style="list-style-type: none"> <li>• Incorporation of protective devices</li> <li>• Plant maintenance</li> </ul> <p>2.13 Explain their responsibilities under current legislation in their district/area</p> <p>2.14 Explain types of environmental impact, to include:-</p> <ul style="list-style-type: none"> <li>• Emissions to air</li> <li>• Releases to water</li> <li>• Contamination of ground</li> </ul> <p>2.15 State how and when advice may be sought from environmental specialists</p>

	<p>2.16 Explain how planning consents relate to their area/district</p> <p>2.17 Explain the practical aspects of:-</p> <ul style="list-style-type: none"> <li>• Water management</li> <li>• Control of environmentally hazardous substances</li> <li>• Waste management</li> <li>• Waste reduction</li> <li>• Housekeeping</li> <li>• Improved environmental performance</li> <li>• Community relations</li> </ul> <p>2.18 Explain their role in working with others in their area/district, to include:-</p> <ul style="list-style-type: none"> <li>• Responsibilities of self and others</li> <li>• Allocation of tasks</li> <li>• Benefits of team working</li> <li>• Statutory/organisational responsibilities</li> <li>• Communication</li> <li>• Motivation</li> <li>• Reporting structures</li> <li>• Recording of personal locations</li> <li>• Monitoring of personnel</li> <li>• Dangers of working in isolation</li> <li>• Training</li> <li>• Interviewing techniques</li> </ul>
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<b>Additional information about the unit</b>	
<b>Unit purpose and aim</b>	The aim of this unit is to illustrate the skills, knowledge and understanding required to confirm competence in supervising mine surface activities within the relevant sector of industry.
<b>Unit expiry date</b>	?
<b>Details of relationship between the unit and relevant NOS or other professional standards</b>	This unit covers NOS unit SUM13 - Supervise Mine Surface Activities in full.
<b>Assessment requirements or guidance specified by sector or regulatory body</b>	Must be assessed in accordance with the MP Futures SSO Assessment Strategy and Awarding Organisation qualification implementation guidance
<b>Support for the unit from SSC or other body(If required)</b>	Industry Support
<b>Location of the unit within the subject/sector classification system</b>	4.2
<b>Name of the organisation submitting the unit</b>	Mineral Products Qualifications Council
<b>Availability for use</b>	Restricted
<b>Unit available from</b>	?