

FACT SHEET

Quarry manager practising certificate – three-tier approach

April 2021

Changes to the issuing of Quarry manager practising certificate

The NSW Resources Regulator, in consultation with the Mining and Petroleum Competence Board, has adopted a three-tiered approach to the administration of the quarry manager practising certificate scheme. The previous system of production manager permits was replaced by practising certificates issued for specific quarries, which are being transitioned into the new three-tier approach.

We recognise that many small and medium-sized quarrying operations have lower inherent hazard profiles than larger, more complex quarries. As such, the changes being introduced provide a more efficient and less burdensome approach regarding standards and experience requirements for individuals who carry out the quarry manager statutory function.

The three-tiered approach

NSW quarries under the jurisdiction of the Resources Regulator will be divided into three categories with the following requirements for exercising the quarry manager statutory function:

- Tier-1: quarry manager practising certificate attained on basis of holding certificate of competence
- Tier-2: quarry manager practising certificate
- Tier-3: competent person (no practising certificate required)

We will determine which category a quarry falls into by assessing the hazards at the site using the risk profiling tool. You can view the tool on our [website](#) and the mine operator may know which level tier quarry they are or can enquire with the Regulator (see further information at end of factsheet).

An individual applying to exercise the statutory function of a quarry manager will be required to meet specific experience and qualification criteria in order to be issued with a practising certificate.

Tier-1: Quarry manager practising certificate and certificate of competence

Tier-1 quarries are determined by the Resources Regulator using the risk profiling tool. Assessments are conducted for each quarry.

Tier-1 quarries will typically be large operations with principal mining hazards (e.g. multiple working benches, high walls, benching over 3 metres, drill and blast, complex vehicle operations, large fixed plant for crushing and processing) and sophisticated safety management systems.

The following qualification criteria applies:

- A quarry manager at a tier-1 quarry will require a certificate of competence and a practising certificate.
- Practising certificate holders will be required to maintain competency in accordance with requirements published in the NSW Government Gazette and explained in the [Guide to maintenance of competence](#).

Tier-2: Quarry manager practising certificate

Tier-2 quarries are determined by the Resources Regulator using the risk profiling tool. A tier-2 quarry will typically be medium-sized operations, where the principal mining hazards represent a medium risk.

The Resources Regulator will no longer issue practising certificates with a restriction to a specific mine or mines after the transition period ends on 30 September 2022. Individuals can now apply for practising certificate that will allow them to exercise the statutory function at all tier-2 quarries. Applicants will be required to satisfy new experience and qualifications criteria.

Transitional arrangements will apply to enable applicants who don't yet meet the new criteria to continue exercising the statutory function at specific mines.

For an individual to exercise the statutory function of quarry manager at any tier-2 quarry, they must hold a quarry manager practising certificate with a condition restricting them to all tier-2 quarries. To be eligible, applicants must meet the following qualification:

- **Experience:** The applicant must have at least two years' experience working in mining operations, which includes:

- six months' experience in a mining operation with similar inherent hazards
- six months' supervisory experience.

Evidence is to be provided by way of signed confirmation from employers in accordance with the requirements of the Resources Regulator. Note that the two years' experience may include one year's equivalent experience working in civil works.

- **Qualifications:** RII40120 Certificate IV in Surface Extraction Operations, or any of the following:
 - RII40113 or RII40115 - Certificate IV in Surface Extraction Operations (superseded by but equivalent to RII40120 above)
 - Bachelor of Mining Engineering issued by an Australian university
 - RII60120 Advanced Diploma of Metalliferous Mining issued by a registered training organisation (the superseded equivalent qualification RII60113 or RII60115 Advanced Diploma of Metalliferous Mining are acceptable)
 - RII50115 Diploma of Surface Operations issued by a registered training organisation (the superseded qualification RIIERR50113 or RII50115 Diploma of Surface Operations Management are acceptable or other equivalent superseded qualification)
 - Bachelor of Science issued by an Australian university and a Graduate Diploma in Mining Engineering issued by an Australian university
 - Bachelor of Mechanical Engineering issued by an Australian university and evidence of study in mining subjects related to rock mechanics/mine slope stability and blasting
 - Bachelor of Civil Engineering issued by an Australian university and evidence of study in mining subjects related to rock mechanics/mine slope stability and blasting
- **Qualifications:** Applicants must also have completed the competency unit RIIERR401E *Apply and monitor surface operations emergency preparedness and response systems* (the unit RIIERR401D or other equivalent superseded unit number is acceptable – refer to www.training.gov.au website).

or

- the competency unit RIERR503D - Implement emergency preparedness and response systems (the superseded units RIERR503A, or other equivalent superseded unit number is acceptable)

or

the competency unit RIERR601E Establish and maintain mine emergency preparedness and response systems (the superseded units RIERR601D, or other equivalent superseded unit number is acceptable)

- **Examinations:** Not applicable.

A quarry manager practising certificate for all tier-2 quarries will contain a condition requiring the holder to undertake any maintenance of competency requirements published in the NSW Government Gazette. The requirements are set out in the [gazetta](#) for tier 2 quarry manager maintenance of competence requirements and in the Guide to maintenance of competence for practising certificates available on our [website](#). A total of 60 hours of recognised learning must be completed over the five years of the certificate, along with other requirements.

Transitional arrangements to 30 September 2022

The transitional arrangements relate to the issuing of a quarry manager practising certificate with a condition restricting the holder to a specific tier-2 quarry.

The transitional arrangements are in place for individuals applying for a quarry manager practising certificate prior to 1 October 2022, who do not meet the new tier-2 quarry manager's education and qualifications criteria.

Applicants must meet the following qualification criteria published in the NSW Government Gazette¹. These requirements apply until 30 September 2022:

- **Experience:** The applicant must have a minimum of:
 - one year's experience working in mining operations at a mine, or
 - one year's equivalent experience working in civil works.
- **Experience:** If the individual is to supervise blasting at a mine, they must also include experience in personally participating in or managing the loading and firing of production blasts in a surface mine.

¹ NSW Government Gazette No. 171 of 7 August 2020, pages 3879-3882.

- **Qualifications:** Applicants must also have completed the Certificate in first aid (*HLTAID003 or HLTAID011 Provide First Aid*, equivalent or higher Australian Qualifications Framework level) issued by a registered training organisation no more than three years before the date of application for a practising certificate by the individual, or completion of a refresher course for the certificate conducted by a registered training organisation no more than three years before the date of application.
- **Examination:** An applicant must be assessed as competent in a quarry manager written examination and oral examination conducted by the Resources Regulator.
 - The quarry manager written examination and oral examination, for individuals applying for a practising certificate to exercise the statutory function at a mine where blasting may take place, will include examinable content relating to explosives.

Applicants that meet the criteria above, and have been assessed as competent by the Resources Regulator, will be issued a practising certificate for five years with:

- a condition restricting the holder to a specific mine
- a condition that they must attain the qualifications for Tier-2 quarry manager as published by notice of the Regulator in the Gazette before 1 October 2024. The eligible qualifications include the *RII40120 Certificate IV in Surface Extraction Operations*, together with the competency unit *RIIERR401E Apply and monitor surface operations emergency preparedness and response systems*.

Tier-2 Quarry manager practising certificate after 30 September 2022

From 1 October 2022, we will cease to assess applicants that do not meet the new criteria and will no longer issue quarry manager practising certificates for a specified mine.

Maintenance of competence

Quarry manager practising certificate holders for all tier-2 quarries are required to maintain competency. A condition is placed on the practising certificate that the holder must comply with any maintenance of competence condition published in the NSW Government Gazette. Guidance on requirements is available on our [website](#).

Tier-3: No practising certificate required

Tier-3 quarries are small low-risk quarrying operations who meet all the following criteria:

- has five or less workers (full-time equivalent), including the quarry manager and contractors
- does not conduct dredging or blasting (explosives) activities on the site
- does not extract more than 30,000 cubic metres of extractive material for sale or reuse per year.

Tier-3 quarries will typically be small, low-risk quarries. Mining methods may be similar to civil excavation and a simple safety management system is adequate. These sites may include borrow pits operated by local Councils, State Forests and National Parks.

The following qualification criteria applies:

- No practising certificate is required for an individual to carry out the function of a quarry manager at a tier-3 quarry. However, an operator at a tier-3 quarry must establish that the person carrying out the statutory function of quarry manager is competent.
 - Note a ‘competent person’ means a person who has acquired through training, qualification or experience, the knowledge and skills to carry out the task of supervising mining operations at a mine, other than an underground mine or a coal mine, having regard to the location of the mine, the complexity of the mining operations at the mine and the nature of the material mined.
- A competent person must be competent to perform the following functions:
 - supervise mining operations at the site, including contractors
 - manage WHS risks and their controls at the site
 - supervise implementation of a safety management system (SMS), including principal hazards and controls and
 - monitor compliance with the SMS.
- No specific requirement for maintenance of competence. However, the competent person (quarry manager) is strongly encouraged to attend educational forums conducted by the Resources Regulator and others to stay aware of issues relating to safe operation of mines and changes to legislation.

Exemptions

The operator of a tier-3 quarry is exempt from complying with the following under the Work Health and Safety (Mines and Petroleum Sites) Regulation 2014:

- notifying the Resources Regulator of the identification and competency of the quarry manager at the commencement of mining operations (clause 129(4)(g))
- notifying the Resources Regulator when there is a change to the details of the quarry manager (clause 129(6A)).

The operator of a tier-3 quarry may:

- nominate a competent person as quarry manager who does not hold a practising certificate (clause 136(3))
- nominate a competent person as quarry manager who ceases to hold a practising certificate (clause 136(4))
- have a quarry manager who does not hold a practising certificate supervise mining operations (clause 137(1)).

An individual (the competent person) of a tier-3 quarry is exempt from complying with the following, under the Work Health and Safety (Mines and Petroleum Sites) Regulation 2014:

- holding a practising certificate to be a quarry manager at a tier-3 quarry (clause 136(3)-(4))
- notifying the operator if they no longer hold a practising certificate (clause 138).

In summary

- A holder of a quarry manager certificate of competence and practising certificate may exercise the statutory function at any tier-1, tier-2 or tier-3 quarry.
- A holder of a quarry manager practising certificate for tier-2 Quarries may exercise the statutory function at any tier-2 or tier-3 quarry, but not a tier-1 quarry.
- A quarry manager practising certificate for a specified mine may only exercise the function at the specified mine.

The Resources Regulator will continue to maintain its program of proactive assessment and inspections and incident investigations at all levels of quarries.

Further information

For what tier level a quarry may be:

Refer to [Risk profiling tool](#) on our website.

Contact the Central assessment unit: cau@planning.nsw.gov.au

For how to apply for a practising certificate – Mining competencies and authorisations:

[Practising certificate requirements for Quarry Manager](#) and [Application for a practising certificate](#)

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