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|---------------------------------|--------------------------------|---|---|--|
| Skills Programme | | |  | |
| Curriculum Code | Curriculum Title | | | |
| 900138-000-00-00 | Underground Coal Safe Declarer | | | |
| Quality Partner (QP) | Name | Website Address | Telephone Number | Logo |
| Mining Qualifications Authority | Jeanette De Leeuw | https://mqa.org.za/ | 011 547 2600 |  MINING QUALIFICATIONS AUTHORITY |

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1.1. Purpose of the Practical Skill Modules

1.1.1. PM-01-PS01 Conduct the shift procedures, the waiting-place/ assembly point procedures, and the entry examination; make the workplace safe; and declare the workplace safe

1.2. Critical Practical Activities to be Assessed Externally

1.2.1. Inspections are completed; including check-lists, as required, in accordance with requirements

1.2.2. Activities are completed; and procedures complied with; in accordance with requirements

1.2.3. Continuous risk assessment is completed in accordance with requirements

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SECTION 1 CURRICULUM SUMMARY

1.1. Occupational Information

1.1.1. Associated Occupation Code and Title

831101 Mining Worker

1.1.2. Skills Programme code and title

900138-000-00-00 Underground Coal Safe Declarer

1.1.3. Alternative Titles

Competent Person A

1.2. Curriculum Information

1.2.1. Curriculum Structure

NQF Level: 2

Credits: 12

1.2.2. Relation of this Curriculum for progression

Progression will be to Team Leader or Blasting Assistant.

1.3. Curriculum Structure

The curriculum structure for this skills programme consists of two components:

1. Knowledge/Theory
2. Application

Compulsory Modules

| Module Number | Title | NQF Level | Credits | Mode of Delivery |
|--------------------------------|--|-----------|----------|----------------------------------|
| Knowledge/Theory | | | | |
| 900137-000-00-KM-01 | Supervision | 3 | 4 | Face to Face; Virtual; Online |
| Total Knowledge Credits | | | 4 | |
| Practical | | | | |
| 900138-000-00-PM-01 | Conduct the underground coal shift procedures, the waiting-place/assembly point procedures, and the entry examination; make the workplace safe; and declare the workplace safe | 3 | 8 | Face to Face; Virtual; Online |

| | | |
|--------------------------------|-----------|--|
| Total Practical Credits | 8 | |
| Total Credits | 12 | |

1.4. Entry Requirements

Open access.

1.5. Quality Partner for Assessment

Originator/Development Quality Partner (DQP):

Originating Provider/Assessment Quality Partner (AQP): Mining Qualifications Authority

Name of body: Mining Qualifications Authority xxx

Address of body: 7 Anerley Road, Parktown 2198

Website details: <https://mqa.org.za/>

SECTION 2: OCCUPATIONAL PROFILE

2. Occupational Purpose

The purpose of this qualification is to prepare a learner to operate as an Underground Coal Safe Declarer.

An Underground Coal Safe Declarer conducts shift procedures and the entry examination; makes the workplace safe; and declares the workplace safe in a specific mining section; effectively and safely; applying, exercising, and complying with safety, health, and environmental requirements, in accordance with statutory, regulatory, and organisational procedures, policies, codes of practice, standards and agreements.

A qualified learner will be able to:

- Conduct the shift procedures, the waiting-place/ assembly point procedures, and the entry examination; makes the workplace safe; and declares the workplace safe.

2.1. Occupational Tasks

2.1.1. Conduct the shift procedures, the waiting-place/ assembly point procedures, entry examinations; make the workplace safe; and declare the workplace safe (NQF Level 2)

2.2. Occupational Task Details

2.3. Conduct the shift procedures, the waiting-place/ assembly point procedures, and the entry examination; makes the workplace safe; and declares the workplace safe (NQF Level 2)

Unique Product or Service

- Safe declaration

Occupational Responsibilities

- i. Conduct the shift procedures
- ii. Conduct the waiting-place/ assembly point procedures
- iii. Make the workplace safe
- iv. Declare the workplace safe

Occupational Contexts

- Mining production operations

SECTION 3 CURRICULUM SPECIFICATIONS

SECTION 3A KNOWLEDGE MODULE SPECIFICATIONS

List of Knowledge Modules.

- 900137-000-00-KM-01, Supervision, NQF Level 2, Credits4

1. 900137-000-00-KM-01, Supervision, NQF Level 2, Credits 4

1.1. Purpose of the Knowledge Modules

The main focus of the learning in this knowledge module is to build an understanding of the basic principles relating to supervision

The learning will enable learners to demonstrate an understanding of:

- KM-01-KT01 Supervision (20%)
- KM-01-KT02 Planning, organizing, and controlling (20%)
- KM-01-KT03 Delegating (20%)
- KM-01-KT04 Motivating (20%)
- KM-01-KT05 On-the-job training (10%)
- KM-01-KT06 Planned Task Observations (10%)

1.2. Guidelines for Topics

1.2.1. KM-01-KT01 Supervision (20%)

Topic elements to be covered include

- KT0101 Supervision; dual function, worker, and supervisor
- KT0102 Managing demands from management, the union, and workers with the tasks at hand
- KT0104 Influencing production, productivity, absenteeism, quality, morale, labour relations, and cost control, as applicable
- KT0105 Interpersonal skills and communication

Internal Assessment Criteria and Weight

- IAC0101 Describe and explain supervision

1.2.2. KM-01-KT02 Planning, organizing, and controlling (20%)

Topic elements to be covered include

- KT0201 Defining and assigning priorities
- KT0202 Planning, organizing, programming, and coordinating the operating the operations so that requirements and objectives are achieved, as applicable
- KT0203 Ensuring procedures and operations are completed in accordance with requirements.
- KT0204 Assertive decision-making

Internal Assessment Criteria and Weight

- IAC0101 Describe and explain planning, organizing, and controlling

1.2.3. KM-01-KT03 Delegating (20%)

Topic elements to be covered include

- KT0301 Delegation The power to take decisions, in order to accomplish tasks
- KT0302 Accountability and responsibility; responsibility of employees to complete the tasks they are assigned; if tasks are not completed and functions of the job are not performed properly, then the employee will also be responsible for dealing with the repercussions; assigning work
- KT0303 Authority To fulfil the responsibility, certain authority is delegated to the subordinate, knowing the limit of authority

Internal Assessment Criteria and Weight

- IAC0101 Describe and explain delegating

1.2.4. KM-01-KT04 Motivating (20%)

Topic elements to be covered include:

- KT0401 Direction and purpose
- KT0402 Communicating expectations; building competence
- KT0403 Giving feedback
- KT0404 Energy and persistence

Internal Assessment Criteria and Weight

- IAC0401 Describe and explain motivating

1.2.5. KM-01-KT05 On-the-job training (10%)

Topic elements to be covered include:

- KT0501 Comprehensive orientation and instruction
- KT0502 Assignment and task specific information
- KT0503 Verification, monitoring, and continuous Improvement.

Internal Assessment Criteria and Weight

- IAC0501 Describe and explain on-the-job training

1.2.6. KM-01-KT05 KT06 Planned Task Observations (10%)

Topic elements to be covered include

- KT0601 Preparing for a planned task observation in the workplace, including the purpose of a planned task, the importance of listing tasks from occupations, the critical task inventory compilation, the process of compiling safe operating procedures and the

resources required, scheduling the planned task observation, and taking into account past history prior to the planned task observation

- KT0602 Conducting a planned task observation, including the correct selection and use of tools and equipment, recording findings, and giving immediate feedback, performing the planned task observation so as to foster teamwork and avoid conflict
- KT0603 Recording and following-up, including recording and communicating the findings, and implementing follow-up actions, so as to foster teamwork and avoid conflict

Internal Assessment Criteria and Weight

- IAC0501 Describe and explain how to prepare for a planned task observation
- IAC0502 Describe and explain how to conduct a planned task observation
- IAC0503 Describe and explain recording and follow-up procedures

1.3. Provider Programme Accreditation Criteria

1.3.1. Physical Requirements

| Skills Development Providers | Assessment Centres |
|--|--|
| Equipment & Tools | Equipment & Tools |
| <ul style="list-style-type: none"> • OSHE and Safe Declaration training facilities, plant equipment and resources | <ul style="list-style-type: none"> • OSHE and Safe Declaration training facilities, plant equipment and resources |
| Consumables | Consumables |
| <ul style="list-style-type: none"> • OSHE and Safe Declaration related consumables | <ul style="list-style-type: none"> • OSHE and Safe Declaration training facilities, plant equipment and resources |

1.3.2. Human Resource Requirements

| Skills Development Providers | Assessment Centres |
|---|---|
| <ul style="list-style-type: none"> • Facilitators/trainers with OHSE and Safe Declaration expertise and experience | <ul style="list-style-type: none"> • Facilitators/trainers with OSHE and Safe Declaration expertise and experience |

1.4. Legal Requirements

| Skills Development Providers | Assessment Centres |
|--|--|
| <ul style="list-style-type: none"> • Facilitators and personnel /trainers conform to all statutory, regulatory, and organisational requirements | <ul style="list-style-type: none"> • Facilitators and personnel /trainers conform to all statutory, regulatory, and organisational requirements |

1.5. Critical Topics to be Assessed Externally for the Knowledge Module

None

SECTION 3B APPLICATION MODULE SPECIFICATIONS

List of Application Modules

- 900138-000-00-PM-01 Conduct the underground coal shift procedures, the waiting-place/assembly point procedures, and the entry examination; make the workplace safe; and declare the workplace safe, NQF Level 3, 8 Credits

1. 900138-000-00-PM-01 Conduct the underground coal shift procedures, the waiting-place/assembly point procedures, and the entry examination; make the workplace safe; and declare the workplace safe, NQF Level 3, 8 Credits

1.1. Purpose of the Practical Skill Modules

The focus of the learning in this module is on providing the learner an opportunity to develop the skills required to conduct the shift procedures, waiting-place/ assembly point procedure, and the entry examination, make safe and declare safe a section of a mine; effectively and safely; apply and exercise safety, health and environmental measures and procedures; in accordance with statutory, regulatory, and organisational procedures, policies, codes of practice standards and agreements; and operating requirements. The learning will be contextualised for underground hardrock, underground coal, or surface mining, as applicable

The learner will be required to

- PM-01-PS01 Conduct the shift procedures, the waiting-place/ assembly point procedures, and the entry examination; make the workplace safe; and declare the workplace safe
Guidelines for Practical Skills

1.1.1. PM-01-PS01 Conduct the shift procedures, the waiting-place/ assembly point procedures, and the entry examination; make the workplace safe; and declare the workplace safe

Scope of Practical Skill

Given PPE, resources, and a controlled environment the learner must be able to

- PA0101 Complete pre- and start-of-shift procedures; select the required PPE; inspect and confirm that all PPE is fit for purpose and in good working order inspect and use cap lamps and batteries, as applicable; inspect and use self-rescuers, as applicable; complete lamproom procedures, as applicable; as applicable; complete pre-shift activities, as applicable; collect materials, as applicable; carry out checks as applicable; complete travel to and waiting place/ assembly point procedure; the entry examination and make the workplace safe; and declare the workplace safe processes and procedures
- PA0102 Select the required tools, equipment, and personnel; confirm that all tools, and equipment are fit for purpose and in good working order; complete pre-use checklists, as applicable
- PA0103 Apply and ensure health, hygiene, safety and environmental measures and procedures for examining the workplace; inspect the work area; identify hazards, such as working in the proximity of moving machinery; unsafe ground conditions; water accumulations; unsafe underfoot conditions; unsafe ground conditions; exposure to unsafe electrical connections; working in unsafe areas; close to open excavations; in steeply inclined excavations; on slippery surfaces; over water of unknown depth, when encountering explosives, accessories, misfires and old explosives; take the appropriate action, including safeguarding against unauthorised entry, and follow signs, as applicable
- PA0104 Transport tools, machines, material, and equipment; position and stack material and equipment, as applicable
- PA0105 Lift and move a load, as applicable

- PA0106 Check, monitor and measure for gases, as applicable
- PA0107 Determine and address environmental conditions, as applicable; check, monitor and measure ventilation, water down, apply stone dust, as applicable
- PA0108 Ensure blasting cables are disconnected and the wires shorted out; identify, explosives, as applicable; take remedial action
- PA0109 Identify, demarcate, and plug misfires, as applicable
- PA0110 Supervise the entry team
- PA0111 Make the workplace safe; apply safety, health and environmental principles and procedures; deal with ground/ rock strata conditions; install and/or remove temporary support; barricade; as applicable
- PA0111 Carry out continuous risk assessment, including operational, health, safety, and environmental conditions, such as air-borne pollutants, water, illumination, noise, fire and weather conditions, and fumes/ smoke; as applicable; take the appropriate action; taking measures to prevent injuries, property damage and time delays
- PA0109 Complete reporting, as required
- PA0113 Complete the safe declaration

Applied Knowledge

- AK0101 The use of hand tools and equipment
- AK0102 Basic principles of operation of plant, equipment, and machinery, as applicable
- AK0101 Health, hygiene, safety and environmental policies and procedures
- AK0102 Hazard identification and risk assessment
- AK0103 Examining and making the workplace safe; dealing with unsafe conditions
- AK0103 Policies, procedures, standards, and codes of practice for safe declarations
- AK0107 Statutory and regulatory requirements; particularly relating to duties of the competent person, safe declaration

Internal Assessment Criteria

- IAC0101 Shift operations are completed in accordance with requirements
- IAC0102 Inspections are completed in accordance with requirements
- IAC0103 Procedures are complied with, and operations are completed, in accordance with requirements
- IAC0104 Safe declarations are completed, in accordance with requirements
- IAC0104 Continuous risk assessment is completed in accordance with requirements
- IAC0105 Tools, machines and equipment are used in accordance with requirements
- IAC0106 Reporting is completed as required

- IAC0107 Understanding of the use of hand tools, machines and equipment, procedures and processes is demonstrated

1.2.3. Provider Programme Accreditation Criteria

Physical Requirements

- Learning and development resources
- Learner assessment resources

Human Resource Requirements

- Facilitators/ trainers with subject-matter expertise
- Assessors with subject-matter expertise

Legal Requirements

- Facilities conform to all statutory, regulatory, and organisational requirements

1.2. Critical Practical Activities to be Assessed Externally

- 1.2.1. Inspections are completed; including check-lists, as required, in accordance with requirements
- 1.2.2. Activities are completed; and procedures complied with; in accordance with requirements
- 1.2.3. Continuous risk assessment is completed in accordance with requirements
- 1.2.4. Emergency preparedness and response is completed, in accordance with requirements

1.3. Exemptions

- None