

TIP sheet

Certification of plant and operators

T001 – MARCH 2006



Minimum requirements

- To operate any plant item, you must have an RTA Plant Safety Certificate for that plant item, or have a training logbook and your supervisor's permission.
 - RTA staff must have relevant Plant Safety Certificates and log books. Refer to OHS Policy 2.19a (the policy).
 - WorkCover Guide to Certification uses the term 'Supervisor', whereas RTA policy uses the term 'Authorised Observer'.
 - WorkCover states the 'Supervisor' is the person responsible for overseeing the training, i.e. the person providing the instruction, direction and/or guidance to the trainee and is responsible for signing the trainee's logbook.
 - Staff in training for a RTA Plant Safety Certificate are to be supervised by an 'Authorised Observer', i.e. an RTA staff member who is competent and is appointed to be responsible, for providing 'direct supervision' to an applicant in training in the workplace.
- The 'Authorised Observer' must:
- Where possible, be a certified operator of the class of equipment being operated.
 - Must be able to recognise unsafe operating procedures and give appropriate instruction and guidance to the applicant.
 - If a certificated operator is not available, the employer may nominate an experienced and competent person or Authorised Observer, to undertake supervision of a trainee.
 - An experienced and competent person must be one who is familiar with the equipment and workplace conditions, and is able to ensure that any instruction and direction given to a trainee, is of a standard equal to that which, may be given by a certificated person.
 - If a certificated and/or experienced and competent person is not available to supervise a trainee, then on the job training cannot be provided. The trainee must attend an appropriate training course.
 - A trainee can have more than one 'Authorised Observer'.
 - SWMS must be developed for high-risk construction work, which includes work near traffic or mobile plant. See OHS Reg Clause 209.
 - All SWMS must be developed in consultation with employees doing the work and state the plant required for the task and the training to operate that plant and conduct any step of the task.
 - Non RTA staff operators who do not hold Plant Safety Certificates, will need to work under supervision of a competent person or authorised observer until they are assessed as safe operators with the assessment records maintained on the site/project.
 - Wet hire and other contractors, or skill hire staff (non RTA staff operators), will be required to be in possession of a relevant driver's licence for registered plant and any WorkCover or National Certification required by OHS Reg, Clause 266.
 - Operators are to ensure the truck or plant item they operate, meets all of the requirements of G21/22 Truck and Plant requirements (Annexure J), to their level of expertise, or is reported as defective.

On-the-job training

Workplace training is to be undertaken under direct supervision of an 'Authorised Observer' for the minimum periods specified in the policy schedule before an assessment is attempted.

It is recommended that operators, even after assessment, continue to record hours of operation in their log books, to demonstrate continued experience, for the purpose of reassessment in three years.

Operating different makes and models of plant

A period of conversion training by a recognised plant trainer may be provided on new or

unfamiliar makes or model of plant, where the operator does not feel comfortable or competent to operate it.

This training must be recorded in the operator's log book and the plant trainer will determine if an additional training period and/or assessment is required.

Assessment and certification

An applicant must be at least 18 years of age at the time of assessment and follow the prerequisites as shown in the flow chart 1. Refer to Appendix C of the policy.

Suspension and cancellation

Staff must notify RTA if a licence or National Certificate of Competency is cancelled. Supervisors may also suspend operators. Refer to Appendix D of the policy.

Alternative external training

A manager may elect to have staff trained at an external plant operator training course however the L&D Facilitator must approve the external course provider and/or content. Trainees must record the details of an external course and operating hours during the course, in their RTA issued log book.

Replacement certificates

RTA Plant Safety Certificates may be replaced through RTA L&D, whereas National Certificates of Competency have to be reissued through WorkCover, at the staff member's expense.

References

[OHS Act](#) Sect 8 (1) b, c, d & Sect 11

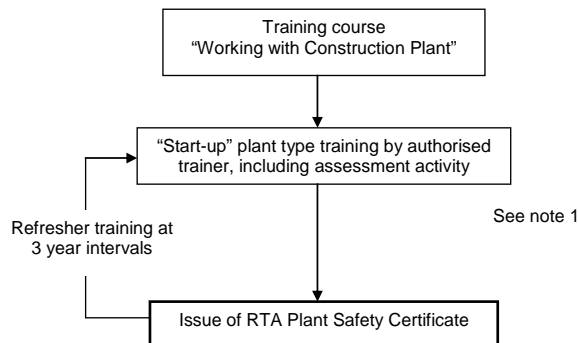
[OHS Regulation](#) Chap 5 - Plant; Chap 8 - SWMS & high risk construction work, Chap 9 - Certification

[WorkCover COP](#) - Moving plant on construction sites

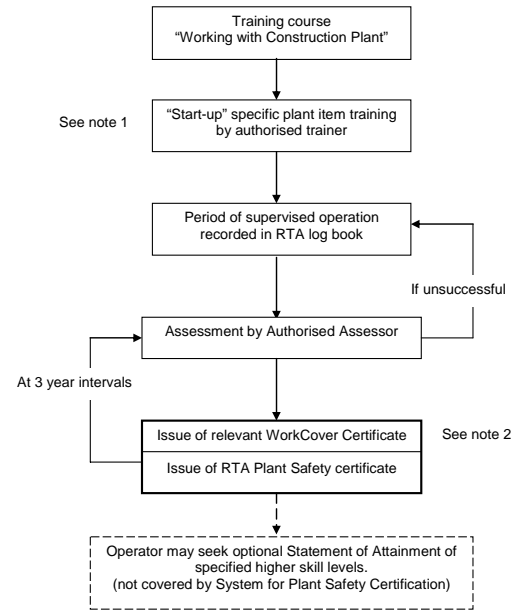
Excavation

[RTA policy 2.19](#) – Training and certification of plant and operators

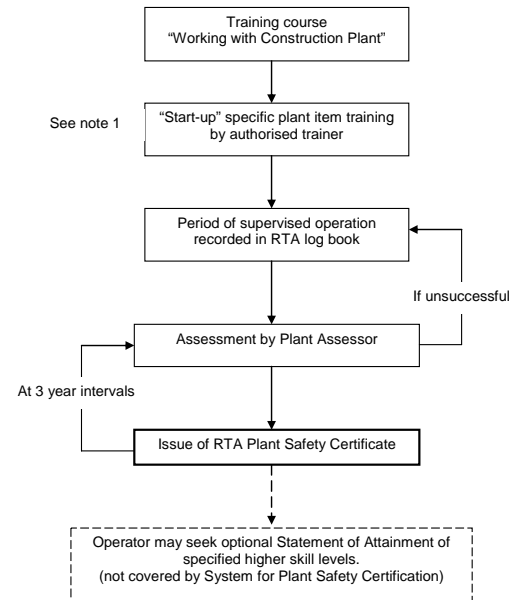
Flow chart 3 - For minor (non-mobile) plant groups



Flow chart 1 - Major plant items requiring WC certificate



Flow chart 2 - Major plant items not requiring WC certificate



RTA construction equipment schedule

Item	P Code	Certificate	M Hrs
Bitumen Sprayer	TS	RTA & DG& DL	40
Chainsaws - Cross-cutting	CS	RTA	20
Dozer tracked	DT	RTA & DL	40
Elevated Work Platform greater 11M (types advised by Sydney Bridges)	WVP	RTA & WC	40
Elevated Work Platform under 11M (types advised by Sydney Bridges)	EP	RTA	40
Excavator	LE	RTA & WC & DL	40
Front end loader	LL	RTA & WC & DL	40
Front end loader/backhoe	LB	RTA & WC & DL	40
Front end loader Skid Steer	LS	RTA & WC & DL	40
Fork lift truck	LF	RTA & WC & DL	40
Grader	GR	RTA & DL	40
Roller Combination Pneumatic	RC RP	RTA & DL	60
Tractor Wheeled	TW	RTA &DL	40
Trucks			
Float	FL	RTA & & DL	
Fuel	TR	RTA & DG &DL	120
Tipping Hoist	TT	RTA & DL	40
Water Tank	TA	RTA & DL	40
Emulsion Sprayer	SE	RTA & DL	20
Compressor	CO	RTA	N/A
Cranes Advance		RTA	40
Bridge and Gantry	CB	RTA & WC	40
Demrick crane	CD	RTA & WC	40
Vehicle loaded cranes used for loading/unloading only - less than 10 metres tonne	CH	RTA	10
- more than 10 metres tonne	CV	RTA & WC	40
Vehicle loaded cranes used for purposes other than loading and unloading – refer to slewing mobile cranes			
Slewing mobile cranes			
up to 20 tonnes	C2	RTA & WC	40
up to 60 tonnes	C6	RTA & WC	40
up to 100 tonnes	C1	RTA & WC	40
over 100 tonnes	C0	RTA & WC	40
Non-slewing mobile crane above 3 tonnes	CN	RTA & WC	40
Portal Boom	CP	RTA & WC	40
Jackhammer and Rock Drills	MP hp	RTA	10
Lawn Mowers (Ride on & Push)	MP pd	RTA	10
Line Markers	LM	RTA & DG & DL	40
Soil Stabiliser	ST	RTA & DL	40
Spreader lime and cement	SP	RTA & DL	40
Spray painting	MPhp	RTA	40
Timber Cutting Machines/ Saws	MP e	RTA	40
Winches (types advised by Sydney Bridges)		RTA	20

All TIP sheets are available on the RTA [internet](#) or contact your OHS facilitator for assistance.