

# NATIONAL OCCUPATIONAL STANDARD SURFACE MINER



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# INTRODUCTION

For more information on the NOS and CMCP, please visit [www.miningcertification.ca](http://www.miningcertification.ca).

National Occupational Standards (NOS) are inventories of the skills and knowledge required for workers to perform proficiently in a particular job or occupation. The mining industry NOS are set at the proficient level, meaning that they list the competencies a fully experienced worker can perform on the job.

In 2006, the Mining Industry Human Resources Council (MiHR) received its initial funding to begin developing a suite of NOS for the Canadian mining sector. The process was led by a stakeholder Steering Committee, which included representatives from various groups, including industry, labour, education, industry associations and different levels of government. To inform the content of each NOS, the Steering Committee recruited subject-matter expert groups, called National Occupational Standard Development Committees (NOSDCs).

Occupational standards serve as the basis for program development in the areas of training and skills assessment. They may also be used to develop other HR tools, such as job descriptions, interview guides and prior learning or foreign credential assessment guides.

The NOS for the mining industry also serve as the foundation for MiHR's Canadian Mining Certification Program (CMCP).

## HOW TO READ THE NOS

MiHR has completed a rationalization and standardization of competencies across our suite of National Occupational Standards (NOS) into a single consolidated list. The consolidation of competencies will be of great benefit because it brings consistency to the tasks and competencies that are used to create the suite of NOS. It will improve the effectiveness of each NOS by enabling improved mobility and links to training across multiple occupations within mining and other natural resource sectors.

A key benefit of consolidating the competencies from MiHR's suite of NOS is that the competencies can be transferred across occupations and thus improve mobility of the workforce. The consolidation will also facilitate the alignment and transferability of skills obtained in various training programs based on MiHR's NOS. The consolidated list of competencies allows for a common measuring stick to assess the skills and abilities of workers in the mining industry by enabling an "apples to apples" comparison and will enable employers to focus on training only the knowledge and/or skill gaps for workers that come from other occupations. The targeted training will be more cost effective and less time consuming, which means workers will be on the job with the right skills and training in a shorter period of time. Educators can design training programs to better align to industry needs, thereby increasing the likelihood of their graduates finding work in a related field.

The NOS consist of a number of Areas of Competence. Each Area of Competence is made up of multiple Tasks. Each Task contains one or more Sub-Tasks and References and Examples to provide a deeper context of what the Task includes.

The numbering scheme for the suite of NOS has a numeric list; for example, Area of Competence 6: Energy Sources. Each Task within an Area of Competence is referenced sequentially in a bulleted list. For example, Task 6.1: Work Around Energy Sources is a Task within Area of Competence 6: Energy Sources.

A consolidated list of competencies means that each Area of Competence and related Tasks must keep the same identification number regardless of which NOS in which they are included. As a result, the Area of Competence for Energy Sources will always be 6 and Work Around Energy Sources will always be Task 6.1. This is done to ensure consistency across each NOS and the list of competencies.

Should an NOS not include an Area of Competence or Task, the related details for that Task will not be present in the NOS. For example, if Task 2.7: Work Around Water Hazards is not included in an NOS, then the number sequence will be 2.4, 2.5, 2.6, 2.8, assuming that the 2.4, 2.5, 2.6 and 2.8 are part of the NOS. In its place, there will be an indication that Task 2.7 is not applicable to this NOS. The same would hold true if an Area of Competence is not included in an NOS.

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# ACKNOWLEDGEMENTS

The Mining Industry Human Resources Council would like to acknowledge the contributions of all participants, past and present, to the development of the National Occupational Standards. For a full list of past participants, please consult our website at [www.miningcertification.ca](http://www.miningcertification.ca).

## **2007-2011**

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# CONTENTS

## AREA OF COMPETENCY 1: POLICIES AND LEGISLATION

TASK 1.1	Comply with company policies and procedures .....	1
TASK 1.2	Understand and comply with applicable workplace legislation and regulations.....	1

## AREA OF COMPETENCY 2: WORK SAFELY

TASK 2.1	Select, use, and maintain personal protective equipment (PPE) .....	2
TASK 2.2	Practice good housekeeping .....	3
TASK 2.3	Identify and respond to workplace hazards .....	4
TASK 2.4	Manually lift and carry materials .....	5
TASK 2.5	Recognize confined space work and follow policies and legislation .....	5
TASK 2.6	Work around mobile and stationary equipment .....	6
TASK 2.7	Work around water hazards .....	6
TASKS 2.8 – 2.11	are not applicable to this occupation.....	6

## AREA OF COMPETENCY 3: SIGNS, BARRICADES, TRAFFIC, PLANS AND DRAWINGS

TASK 3.1	Recognize and comply with signage, barricades, audible alarms, and equipment light indicators.....	7
TASK 3.2	is not applicable to this occupation .....	7
TASK 3.3	Recognize and comply with traffic signs, lights and patterns .....	8
TASK 3.4	is not applicable to this occupation .....	8

## AREA OF COMPETENCY 4: FIRE SAFETY

TASK 4.1	Be prepared to respond to fires .....	9
TASKS 4.2 & 4.3	are not applicable to this occupation .....	9

## AREA OF COMPETENCY 5: EMERGENCY SITUATIONS

TASK 5.1	Prepare for emergency situations.....	10
TASK 5.2	Comply with Workplace Hazardous Materials Information Systems (WHMIS) .....	10
TASK 5.3	is not applicable to this occupation .....	10
TASK 5.4	Respond to and report emergencies.....	11

**AREA OF COMPETENCY 6: ENERGY SOURCES**

TASK 6.1	Work around energy sources .....	12
TASK 6.2	Lock out, tag and de-energize equipment.....	12

**AREA OF COMPETENCY 7 IS NOT APPLICABLE TO THIS OCCUPATION****AREA OF COMPETENCY 8: COMMUNICATE**

TASK 8.1	Listen actively .....	13
TASK 8.2	Speak clearly and concisely .....	13
TASK 8.3	Use communication devices .....	14
TASK 8.4	Convey message using signals .....	14
TASK 8.5	Use workplace technologies .....	15
TASK 8.6	Complete workplace documentation .....	15
TASK 8.7	is not applicable to this occupation .....	15

**AREA OF COMPETENCY 9: BE PROFESSIONAL**

TASK 9.1	Work in a team environment .....	16
TASK 9.2	Work in a culturally diverse environment.....	16
TASKS 9.3 & 9.4	are not applicable to this occupation .....	16

**AREA OF COMPETENCY 10: EQUIPMENT KNOWLEDGE**

TASK 10.1	Demonstrate equipment knowledge .....	17
TASK 10.2	is not applicable to this occupation .....	18

**AREA OF COMPETENCY 11: OPERATE HEAVY EQUIPMENT**

TASK 11.1	Operate haulage truck .....	19
TASKS 11.2 – 11.4	are not applicable to this occupation.....	19
TASK 11.5	Operate scraper .....	19
TASK 11.6	Operate grader .....	20
TASK 11.7	Operate track dozer.....	21
TASK 11.8	Operate rubber-tired dozer .....	22
TASK 11.9	Operate production loader .....	22
TASK 11.10	Operate hydraulic excavator or backhoe.....	23
TASK 11.11	Operate hydraulic shovel .....	23
TASK 11.12	Operate electric rope or cable shovel.....	24
TASK 11.13	Operate dragline or clam .....	24
TASK 11.14	Operate rotary or hammer drill .....	25
TASKS 11.15 – 11.18	are not applicable to this occupation.....	25

**AREA OF COMPETENCY 12: OPERATE SUPPORT EQUIPMENT**

TASK 12.1	Operate light or service vehicle .....	26
TASK 12.2	Operate utility vehicles .....	26
TASK 12.3	Operate fuel or lube truck .....	27
TASK 12.4	Operate water truck .....	27
TASK 12.5	Operate tow truck .....	27
TASK 12.6	Operate low bed or float .....	28
TASK 12.7	Operate cable reeler or cable truck .....	28
TASKS 12.8 – 12.11	are not applicable to this occupation.....	28
TASK 12.12	Operate support loader.....	28
TASK 12.13	is not applicable to this occupation .....	28
TASK 12.14	Operate skid steer .....	29
TASKS 12.15 – 12.20	are not applicable to this occupation.....	29
TASK 12.21	Operate watercraft .....	29
TASK 12.22	Operate dewatering systems .....	30
TASKS 12.23 – 12.30	are not applicable to this occupation.....	30
TASK 12.31	Operate truck-mounted hoist.....	31
TASK 12.32	Operate pipelayer .....	31

**AREAS OF COMPETENCY 13 – 23 ARE NOT APPLICABLE TO THIS OCCUPATION****AREA OF COMPETENCY 24: CONDUCT BLASTING OPERATIONS**

TASK 24.1	Identify explosives and blasting agents .....	32
TASKS 24.2 – 24.7	are not applicable to this occupation.....	32
TASK 24.8	Blast guarding .....	32
TASKS 24.9 – 24.11	are not applicable to this occupation.....	32

**AREA OF COMPETENCY 25: OPERATE PROCESSING EQUIPMENT**

TASK 25.1	Operate crusher.....	33
TASK 25.2	Operate feeders.....	33
TASK 25.3	Operate screen .....	34
TASK 25.4	Operate conveyor .....	34
TASK 25.5	Maintain bins .....	35
TASK 25.6	Maintain stockpiles .....	35
TASKS 25.7 – 25.19	are not applicable to this occupation.....	35

**AREAS OF COMPETENCY 26 & 27 ARE NOT APPLICABLE TO THIS OCCUPATION**

AREA OF COMPETENCY 28: PERFORM UTILITY SERVICES

TASK 28.1 Handle power cable .....36  
TASK 28.2 Dewatering .....36

AREAS OF COMPETENCY 29 - 31 ARE NOT APPLICABLE TO THIS OCCUPATION



## AREA OF COMPETENCY 1: **POLICIES AND LEGISLATION**

### TASK 1.1 **COMPLY WITH COMPANY POLICIES AND PROCEDURES**

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Understand and follow company policies and procedures

- Comply with updates and revisions to policies and procedures
- Comply with drug and alcohol policy

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Includes Standard Operating Procedures (SOPs)
- Includes policies on the use of personal electronic devices, wearing jewellery, contact lenses, long hair, etc.
- Includes procedures on operation of equipment, use and handling of chemicals, care and maintenance of sumps and ventilation
- Understand and apply human resource policies , procedures and collective

### TASK 1.2 **UNDERSTAND AND COMPLY WITH APPLICABLE WORKPLACE LEGISLATION AND REGULATIONS**

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Understand and follow work processes mandated by legislation and regulations

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Includes Mine Health and Safety Act and Regulations, Workers' Compensation Regulations, Labour Standards, Hoisting Regulations, Environmental legislation
- Comply with updates and revisions to legislation and regulations

## AREA OF COMPETENCY 2: **WORK SAFELY**

### TASK 2.1 **SELECT, USE, AND MAINTAIN PERSONAL PROTECTIVE EQUIPMENT (PPE)**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Recognize situations that require use of personal protective equipment (PPE)
2. Select, inspect, use, maintain, and store appropriate PPE for:
  - head protection
  - eye protection
  - foot protection
  - hand protection
  - hearing protection
  - respiratory protection
  - specific conditions (fall protection, welding, radiation, handling chemicals, energized work, roasting)
3. Wear clothing appropriate for work conditions and tasks
4. Practice personal hygiene

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Select appropriate PPE
  - wear PPE approved by recognized authority (Canadian Standards Association (CSA), American National Standards Institute (ANSI), Underwriters Laboratories (UL))
  - identify limitations of PPE
  - workers may not be aware of approved PPE and/or the PPE may be assigned by the company
  - contractors can be required to select their own PPE
  - ensure PPE is appropriate for the assigned work task
- Inspect PPE
  - inspect PPE for wear, damage, and defects before using
  - replace worn, damaged, or defective PPE
  - report defects to appropriate personnel
- Use PPE
  - ensure PPE fits correctly and is adjusted properly
  - follow manufacturer's instructions and specifications for proper use and maintenance of PPE
- Maintain and store PPE
- Wear clothing appropriate for work conditions and tasks
  - do not wear loose or torn clothing
  - ensure all clothing adequately covers body to protect against hazards, contaminants, work and weather elements
  - dispose of contaminated clothing in compliance with company policies and legislation
  - use appropriate eye protection in place of contact lenses
  - wear high visibility PPE as required
- Practice personal hygiene
  - keep work clothes separate from street clothes if required
  - change and clean work clothes regularly

## AREA OF COMPETENCY 2: **WORK SAFELY**

### TASK 2.2 **PRACTICE GOOD HOUSEKEEPING**

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Maintain clean work area
2. Take corrective action as required
3. Appropriately dispose of waste materials
4. Organize and classify materials

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Maintain clean work area
  - ensure priority areas are clear first as identified in policies and procedures
  - use appropriate equipment for task (e.g. broom, scraper, water hose, vacuum, blow pipe or air lance, mobile equipment)
  - keep work areas free from clutter
  - keep work areas free of ice, grease and mud
  - clean, maintain and return tools and equipment to storage immediately after use
  - report and/or remove defective equipment
- Take corrective action as required
  - clean all spills and/or leaks
  - install signs and barricades as required
  - ensure work area is free of obstructions
- Dispose of waste materials
  - follow environmental plan
- Organize and classify materials
  - use shadow boards for storing equipment
  - use tool cribs, bins and dedicated areas for storing similar materials

## AREA OF COMPETENCY 2: **WORK SAFELY**

### TASK 2.3 **IDENTIFY AND RESPOND TO WORKPLACE HAZARDS**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Recognize hazardous or potentially hazardous conditions
2. Observe safety precautions in hazardous conditions
3. Take corrective action
4. If hazardous conditions cannot be immediately corrected: put up signs, barricade area or post guard, lock out and tag and de-energize
5. Record and report all hazardous or potentially hazardous conditions to appropriate personnel

- Take corrective action
  - isolate hazard or potential hazard
  - guard all identified hazards using barricades and signs
  - post guard, if required
  - stop work if there are unsafe conditions
  - complete job hazard analysis
  - evacuate area if necessary
- If hazardous conditions cannot be immediately corrected
  - ensure safety of self and others
  - lock out, tag and de-energize as per site policies and procedures

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Recognize hazardous or potentially hazardous conditions
  - use risk assessment tools as per site policies and procedures
  - types of hazardous conditions may include: dangerous weather and environmental conditions, heat and cold stress, wildlife, poor ground conditions (loose rock, swamp, ice), overhead hazards (trees, power lines, screen, vent tubing), underground hazards (gas lines, power lines), open holes (sumps, chutes, shafts, trapdoors), protruding objects (nails, anchors), tripping or slipping hazards (hoses, rocks, muck, hoses, ice, lichen, spills), moving equipment (trucks, loaders, forklifts, aircraft), explosives (dangerous gases, e.g. oxy-acetylene, methane, propane, H<sub>2</sub>S, HCN, chlorine), inadequate ventilation (ripped or torn vent tubing, non-operating fans), lack of or inadequate safety guards on equipment with moving or rotating parts, energy sources, reagents, engulfment, potential chemical reactions, dust, confined space, flocculants

## AREA OF COMPETENCY 2: **WORK SAFELY**

### TASK 2.4 **MANUALLY LIFT AND CARRY MATERIALS**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Assess the load
2. Inspect pathway and destination
3. Prepare to lift the load
4. Make the lift
5. Carry the load
6. Ground the load

- Inspect pathway and destination
  - identify and remove hazards, where possible
  - identify resting places, if needed
  - ensure clear path to travel
- Prepare to lift the load
  - work within personal physical limits and limits identified in policies and procedures
  - ensure good footing and well balanced stance
  - select safe and comfortable hand holds
  - grip with full palm of hand
  - use sit down position and keep back straight
- Make the lift
  - ensure back is kept straight, use leg muscles to lift
  - use proper lifting technique to avoid muscular skeletal injuries
- Ground the load
  - keep back straight and use leg muscles to lower load

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Assess the load
  - estimate size, weight, centre of gravity and dimensions of load
  - determine if assistance is required
  - determine if mechanical lifting equipment is needed

### TASK 2.5 **RECOGNIZE CONFINED SPACE WORK AND FOLLOW POLICIES AND LEGISLATION**

Importance: Very Important

Frequency: Rarely

#### SUB-TASK:

1. Obtain necessary training and authorization
2. Prepare for confined space work
3. Conduct pre-entry checks
4. Conduct confined space work

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Prepare for confined space work
  - complete all necessary training for confined space work
  - obtain necessary work permits, i.e. confined space, hot work
  - post signs
  - remove hazards

- Conduct pre-entry checks as per policies and procedures
  - lock out and tag all equipment, pipes and lines
  - ensure adequate ventilation and lighting
  - ensure warning devices are in place and properly calibrated to manufacturer's specifications
  - post a spotter
  - ensure proper first-aid precautions
  - ensure emergency rescue plans are in place
- Conduct confined space work
  - communicate readiness to enter work area
  - re-evaluate air quality at regular intervals
  - regularly check air temperature

## AREA OF COMPETENCY 2: **WORK SAFELY**

### TASK 2.6 **WORK AROUND MOBILE AND STATIONARY EQUIPMENT**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Work in authorized locations only
2. Communicate with equipment operator
3. Obey rules of conduct
4. Avoid hazardous conditions

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Obey rules of conduct
  - maintain safe working distance
- Avoid hazardous conditions
  - use designated travel ways around equipment
  - avoid blind spots
  - do not cross guards or barricades
  - recognize and utilize safety bays
  - be aware of trailing cables
  - obey signage and established right of way policies
- Communicate with equipment operator/ skip tender/ cage tender/ dispatch
  - communicate with equipment operator and verify acknowledgement
  - be aware of locations of communications equipment

### TASK 2.7 **WORK AROUND WATER HAZARDS**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Operate equipment safely in and around water hazards
2. Ensure safety of personnel working around water hazards

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Ensure safety of personnel working around water hazards
  - use personal floatation devices (PFDs)
  - monitor water levels
  - adhere to environmental standards
  - perform dam monitoring
- Operate equipment safely in and around water hazards
  - follow legislation and company policies and procedures as outlined
  - collect samples from tailings pond
  - utilize appropriate fall protection
  - use re-claim pumps
  - maintain berms

TASKS 2.8 – 2.11 are not applicable to this occupation

## AREA OF COMPETENCY 3: **SIGNS, BARRICADES, TRAFFIC, PLANS AND DRAWINGS**

### TASK 3.1 **RECOGNIZE AND COMPLY WITH SIGNAGE, BARRICADES, AUDIBLE ALARMS, AND EQUIPMENT LIGHT INDICATORS**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Recognize and comply with signage
2. Recognize and comply with barricades
3. Recognize equipment and system audible and visual alarm signals
4. Recognize equipment and system indicator lights
5. Do not alter or remove warning signs, lights, audible alarms or barricades

- Recognize equipment and system audible and visual alarm signals
  - includes bells, buzzers, horns, whistles, sirens, shaft signals
  - includes ready lights, fault indicators, emergency indicators
- Recognize equipment and system indicator lights
  - includes shaft warning lights, open hole lights, transportation of explosives, strobe light, equipment audible alarms, blast warning signs and lights, gaseous alarms, equipment start up, mixing alarms, amperes meter, pressure gauges, fault finder alarms

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Recognize and comply with signage
  - includes informational signs and tags, cautionary and danger signs (e.g. electrical hazard), directional signs, labels (e.g. Workplace Hazardous Materials Information System (WHMIS))
- Recognize and comply with barricades
  - includes cautionary tape, danger/do not enter tape, physical barriers (i.e. berms, concrete stoppers, steel cable) and protective barriers (i.e. snow fence, environmental)

TASK 3.2 is not applicable to this occupation

## AREA OF COMPETENCY 3: **SIGNS, BARRICADES, TRAFFIC, PLANS AND DRAWINGS**

### TASK 3.3 **RECOGNIZE AND COMPLY WITH TRAFFIC SIGNS, LIGHTS AND PATTERNS**

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Recognize traffic signs and lights
2. Comply with traffic rules and patterns

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Recognize traffic signs and lights
  - includes: traffic signs, blasting signs, directional signs, restricted area sign
- Comply with traffic rules and patterns
  - includes: traffic lights, restricted traffic area, right of way, right and left hand drive areas, emergency vehicle movement
  - follow site policies and procedures (e.g. call-in protocols, ramp protocols, designated parking)

TASK 3.4 is not applicable to this occupation



## AREA OF COMPETENCY 4: **FIRE SAFETY**

### TASK 4.1 **BE PREPARED TO RESPOND TO FIRES**

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Classify fires by hazard
2. Know location of fire extinguishers and fire hoses
3. Demonstrate knowledge of components and use of fire extinguishers
4. Inspect fire extinguishers
5. Report all discharged or defective fire extinguishers to appropriate personnel
6. Demonstrate knowledge of equipment fire suppression system
7. Know location of emergency evacuation / in-evacuation / muster points
8. Knowledge of location of fire suppression activation points

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Classify fires by hazard
  - rubber, compressor rooms, electrical, grease, oil, equipment, chemical, concentrate

- Demonstrate knowledge of components and use of fire extinguishers
  - identify classes of fires: A - paper, wood, trash; B - flammable liquids, lubricants, paints; C - electrical; D - combustible metals
  - recognize potential for explosion (e.g. equipment fire, tire fire)
  - identify standard types, sizes and applications of fire extinguishers
  - identify names and functions of principal components of fire extinguishers
  - identify ranges and limitations of fire extinguishers
  - understand safety precautions for fire extinguishers, including CO<sub>2</sub> hazards due to misuse
- Demonstrate knowledge of equipment fire suppression system
  - activate fire suppression system
  - ability to dismount safely after activation if needed

TASKS 4.2 & 4.3 are not applicable to this occupation

## AREA OF COMPETENCY 5: **EMERGENCY SITUATIONS**

### TASK 5.1 **PREPARE FOR EMERGENCY SITUATIONS**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Know the locations of emergency evacuation / in-evacuation / muster points
2. Know the locations of fire extinguishers, hoses, equipment
3. Know the location of first aid kits and first aid station
4. Know the location of and how to use eye wash stations, emergency showers, Material Safety Data Sheets (MSDS), respiratory protection (e.g. self-contained breathing apparatus (SCBA), self-rescuer), gas detectors
5. Know the location of emergency tents, escape way locations, routes and markings, refuge stations
6. Know the location of equipment emergency stop devices
7. Know the location of spill kits
8. Know the emergency procedures

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Know the location of equipment emergency stop devices
  - e.g. pull cord on conveyors, fuel shut offs, positive air shut offs
- Know the emergency procedures
  - e.g. alarm procedure, communication protocol and emergency response
  - emergency contact number, appropriate radio channel to report emergency

### TASK 5.2 **COMPLY WITH WORKPLACE HAZARDOUS MATERIALS INFORMATION SYSTEMS (WHMIS)**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Identify hazard symbol classifications
2. Access, understand and follow MSDS instructions
3. Maintain WHMIS certification

- Access, understand and follow MSDS instructions
  - knowledge of location of further instructions and key contact personnel

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Identify hazard symbol classifications
  - hazard symbols include: Class A: compressed gas, Class B: flammable and combustible material, Class C: oxidizing material, Class D: poisonous and infectious material, Class E: corrosive material, Class F: dangerously reactive materials

TASK 5.3 is not applicable to this occupation

## AREA OF COMPETENCY 5: **EMERGENCY SITUATIONS**

### TASK 5.4 **RESPOND TO AND REPORT EMERGENCIES**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Respond to all emergencies
2. Report all incidents/emergencies
3. Secure incident/emergency site

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Respond to all emergencies
  - e.g. fire, medical, chemical, equipment, environmental (in-rush of water, major falls of ground, rush of muck, inadvertent stops, stray bells, dogging, high water shaft bottom, power failure)
  - stay calm and assess situation
  - interpret alarms and other indicators to determine type of emergency and need for evacuation
  - activate emergency protocol, release stench gas (if applicable)
  - follow emergency response plan
  - evacuate if necessary
  - follow safest escape route
  - if unable to reach refuge station, barricade self in safe location, ensuring supply of air
  - await further instructions
  - follow instructions of designated emergency personnel
- Report and document all emergencies and incidents
  - complete all required reports and forms
  - report emergency or incident to appropriate personnel according to policies and procedures
- Secure incident/emergency site
  - secure and freeze the scene
  - warn others
  - activate alarms
  - follow communication protocols
  - take corrective action if appropriate (e.g. emergency shutdown procedure)

## AREA OF COMPETENCY 6: ENERGY SOURCES

### TASK 6.1 WORK AROUND ENERGY SOURCES

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Recognize energy sources, stored and potential
2. Recognize when equipment is locked out and tagged and de-energized

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Recognize energy sources, stored and potential
  - mechanical, hydraulic, kinetic, potential, pneumatic, electrical, thermal, chemical, nuclear

### TASK 6.2 LOCK OUT, TAG AND DE-ENERGIZE EQUIPMENT

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Lock out equipment for repair or maintenance as per site policies and applicable regulations
2. Tag equipment for repair or maintenance as per site policies and applicable regulations
3. De-energize equipment and verify zero energy state for repair or maintenance

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Lock out equipment for repair or maintenance as per site policies and applicable regulations
  - de-energize equipment
  - ensure safety of self and others
  - ensure safety of equipment
  - identify types of locks including personal locks, enclosures, multi-locks, lock boxes
- Lock out and tag for commissioning and testing as per site policies and procedures
- Electrically powered equipment
  - isolate power supply by: disconnecting switch, shutting off breaker, using isolation bar/scissor locks, locking out equipment correctly, attaching required lock to isolation bar/scissor lock, ensuring appropriate key storage and handling
- Mechanical equipment
  - lock out by: ensuring that no material can enter equipment being repaired/maintained, shutting down process as required, shutting off valve nearest flange to be blanked, draining, purging, depressurizing or flushing lines before repair/maintenance to ensure that stored energy is dissipated or contained, locking out valves using chain lock where applicable
- Tag equipment for repair or maintenance as per site policies and applicable regulations
  - identify types of tags, the colours and their use
  - complete all required information on tag
  - record lock out
  - inform appropriate personnel of equipment lock out
- De-energize equipment and verify zero energy state for repair or maintenance
  - ensure zero energy state (ZES) for equipment (e.g. local and remote bump test)

AREA OF COMPETENCY 7 IS NOT APPLICABLE TO THIS OCCUPATION

## AREA OF COMPETENCY 8: **COMMUNICATE**

### TASK 8.1 **LISTEN ACTIVELY**

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Pay attention to person giving the message
2. Ask person to repeat information if not understood completely
3. Confirm information by repeating or rephrasing

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Pay attention to person giving the message
  - reduce surrounding noises by stopping equipment and tools or moving away from noise
  - allow speaker to finish message before responding

### TASK 8.2 **SPEAK CLEARLY AND CONCISELY**

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Give clear and concise directions
2. Use common language and terminology of work site
3. Confirm understanding

- Confirm understanding
  - ask questions to make sure directions were understood

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Give clear and concise directions
  - organize your thoughts before speaking
  - use appropriate volume and tone of voice
  - use appropriate body language
  - use sketches as required to assist in understanding

## AREA OF COMPETENCY 8: **COMMUNICATE**

### TASK 8.3 **USE COMMUNICATION DEVICES**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Familiarize self with equipment
2. Know how to use equipment
3. Conduct pre-operational check
4. Use proper communication etiquette

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Familiarize self with equipment
  - includes two-way radios, telephones, bells, pager phones, public address systems, CB radios, dispatch system (e.g. Modular, WENCO)
  - use only authorized communication systems
- Conduct pre-operational check
  - for two-way radios and pager phones (prepare radio, ensure battery is fully charged, test radio)
- Use proper communication etiquette
  - use appropriate radio channels, language, and codes
  - avoid unnecessary chatter
  - maintain radio silence as appropriate
  - reduce background noise such as satellite radio
- Follow control room protocol

### TASK 8.4 **CONVEY MESSAGE USING SIGNALS**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Ensure visual contact
2. Use appropriate signals for the task

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Ensure visual contact
  - take signals from one person only
- Use appropriate signals for the task
  - includes visual signals (hand, light) and audible signals (horns, bells, and whistles)
  - includes signals for lifting devices (cranes, cage, skip), tramming, conveyance, aircraft and helicopters

## AREA OF COMPETENCY 8: **COMMUNICATE**

### TASK 8.5 **USE WORKPLACE TECHNOLOGIES**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Use computer based training modules
2. Read and understand machine parameters
3. Receive and follow dispatch instructions
4. Use computer software

- Read and understand machine parameters
  - electronic warning cluster, warning lights and audible alarms, computer screens
  - includes heavy equipment status monitoring screens, in-plant diagrams, on-line references (MSDS pages, SOPs)
- Receive and follow dispatch instructions
  - dispatch screen (e.g. Modular, WENCO, Mine Star)
- Use computer software
  - electronic forms, databases, Internet, e-mail, word processors, spreadsheets

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Use computer based training modules
  - interactive computer program, simulators

### TASK 8.6 **COMPLETE WORKPLACE DOCUMENTATION**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Use appropriate form
2. Write legibly
3. Be specific
4. Use correct terminology
5. Submit or file as required

- Be specific
  - include accurate information, appropriate details, and complete report in full

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Use appropriate form
  - includes inspection checklists, log-books, shift reports, production reports, incident reports, safety system cards, time cards

TASK 8.7 is not applicable to this occupation

## AREA OF COMPETENCY 9: **BE PROFESSIONAL**

### TASK 9.1 **WORK IN A TEAM ENVIRONMENT**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Respect team members
2. Respect each other
3. Be professional

- Respect each other
  - be tolerant of others
  - be willing to learn from others: be willing to mentor others
- Be professional
  - understand requirements for the job
  - show up to work on time
  - demonstrate a strong work ethic
  - understand chain of command
  - follow and promote safety and legislative requirements

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Respect team members
  - accommodate each other's communication needs (language differences)
  - cooperate with each other (need to be able to trust one another and rely upon each other)

### TASK 9.2 **WORK IN A CULTURALLY DIVERSE ENVIRONMENT**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Respect practices of co-workers and local populations
2. Respect social differences

- Respect social differences
  - show interest in others (ask about work experience, family)
  - be a role model for others

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Respect practices of co-workers and local populations
  - be open-minded

TASKS 9.3 & 9.4 are not applicable to this occupation



## AREA OF COMPETENCY 10: EQUIPMENT KNOWLEDGE

### TASK 10.1 DEMONSTRATE EQUIPMENT KNOWLEDGE

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Trained and authorized for proper use and operation of equipment
2. Inspect equipment for defects, hazards and potential hazards
3. Conduct pre-operational checks
4. Properly mount and dismount equipment
5. Start equipment
6. Conduct operational checks
7. Drive equipment to worksite, as required
8. Shut down equipment (normal situations)
9. Shut down equipment (emergency situations)
10. Conduct post-operational check
11. Knowledge of refueling procedure

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Trained and authorized for proper use and operation of equipment
  - follow manufacturer's recommended procedures
  - follow safe operating procedures
  - know capabilities and limitations of equipment
- Inspect equipment for defects, hazards and potential hazards
  - identify and assess severity of equipment defects
  - take corrective action to restore normal vehicle operation
  - record defect and corrective action taken in log-book
- Conduct pre-operational checks
  - damage to equipment
  - steering
  - test brakes
  - tires and undercarriage
  - fire suppression and extinguishers
  - bolts keepers and holders
  - oil spills and/or excessive grease
  - pinions and ball gears
- Start equipment
  - rope windows
  - inspect layout of hoist
  - conveyance inspections
  - test all forms of communication – radio, bells, phones, pager phones
  - mechanical, electrical and HMI
- Properly mount and dismount equipment
  - use three-point contact
  - use grab handles and handrails
- Start equipment
  - neutralize controls (transmission, control levers)
  - activate power supply (master switch)
  - use warning signal before start-up
  - activate ignition
- Conduct operational checks
  - read and countersign log-book
  - fill out pre-operational check sheet
  - check gauges and alert indicators
  - ensure air and oil are at required levels
  - listen for unusual noises (engine, power train)
  - check brakes and steering are functional
  - check warning systems and lights are operating
  - hoist testing (trial run, brake tests, conveyance checks, cage and skip checks)
  - test hoist limits of travel – overwind, underwind, track limit
- Drive equipment to worksite, as required
  - wear seat belts
  - use appropriate warning lights and signals
  - test service and emergency brakes
  - follow designated travel routes
  - observe speed limit, traffic signs, traffic patterns and rights-of-way
  - adjust speed according to road and weather conditions
  - listen for unusual noises (engine, power train)

## AREA OF COMPETENCY 10: **EQUIPMENT KNOWLEDGE**

- Operate equipment
  - wear seatbelts
  - use appropriate warning lights and signals
  - test service and emergency brakes
  - follow designate travel routes
  - adjust speed according to road and weather conditions
  - listen for unusual noises (engine, power train)
  - to maximize efficiency and ensure safety of other personnel and equipment
  - assess material and site conditions to determine appropriate operating techniques and speeds
  - monitor ammeter
- Shut down equipment (normal situations)
  - park in designated areas
  - set parking/emergency brake
  - shut off ignition and/or fuel supply
  - shut off master switch
  - set wheel chocks
  - lock out and tag as required
- Shut down equipment (emergency situations)
  - recognize and respond to alarms
  - shut down as prescribed for type of hazard
  - set off fire suppression system, as required
  - report incident to appropriate personnel
- Conduct post-operational check
  - fill out log-book

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TASK 10.2 is not applicable to this occupation

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## AREA OF COMPETENCY 11: OPERATE HEAVY EQUIPMENT

### TASK 11.1 OPERATE HAULAGE TRUCK

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Position truck for loading
3. Haul loads
4. Dump loads

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - ensure clear path for truck movement
  - check site for surface cracks, berm height or any potential hazards
- Position truck for loading
  - be aware of hazards i.e. overhead, electrical, tubing, pipe, services
  - position according to various loading equipment
  - i.e. electric shovel, hydraulic shovel, loader, back hoe
- Haul loads
  - be aware of hazards i.e. overhead, electrical, tubing, pipe, services
  - be aware of pedestrians
  - proper braking systems for ramps
  - drive according to road conditions
  - prevent and report spillage according to policies and procedures
- Dump loads
  - lower and secure box
  - drive with box down
  - position accordingly to various dumping scenarios and company policies and procedures
  - i.e. spotter, no spotter, berms, hopper, stockpile

TASKS 11.2 – 11.4 are not applicable to this occupation

### TASK 11.5 OPERATE SCRAPER

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Raising, lowering and adjusting bowl
3. Travelling
4. Loading and spreading material
5. Cutting or filling to grade
6. Dumping bowl

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Raising, lowering and adjusting bowl
  - angle and height
- Travelling
  - up grade, down grade and on the level
  - ensure correct bowl height
  - drive according to road conditions
- Loading and spreading material
  - self-loading, assist loading

## AREA OF COMPETENCY 11: OPERATE HEAVY EQUIPMENT

### TASK 11.6 OPERATE GRADER

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Raise, lower and adjust attachments / implements
3. Demonstrate proper grading techniques
4. Ditching

- Ditching
  - demonstrate proper ditching techniques according to circumstances
  - maintain proper slope
  - maintain windrows

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Raise, lower and adjust attachments / implements
  - adjust attachments / implements to within parameters of the machine
- Demonstrate proper grading techniques
  - fill in holes
  - remove oversized chunks
  - maintain roadway with ballast
  - picking up a windrow and/or spreading a windrow according to site policies and procedures

## AREA OF COMPETENCY 11: OPERATE HEAVY EQUIPMENT

### TASK 11.7 OPERATE TRACK DOZER

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Transport/relocate dozer
3. Push and/or rip materials
4. Conduct loading unit clean-up
5. Dump management
6. Live pile management
7. Road construction and maintenance

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - travel up grade and down grade in an efficient manner
  - select correct gear and vehicle speed
  - position vehicle and ensure correct blade and/or attachment
  - observe signals and procedures (forward and backward movement)
  - lower attachments to ground
- Transport/relocate dozer
  - via lowboy, haul truck or walking according to site specifications
- Push and/or rip materials
  - load blade, carry material, dump material
  - follow proper ripping techniques according to material type
- Conduct loading unit clean-up
  - shovels, excavators, loaders, etc.
- Dump management
  - grade control
    - dump height and limit control
    - maintain berm height according to code
    - manage haul truck traffic, if required
- Live pile management
  - follow lock out procedure
  - develop and communicate plan to applicable parties
- Road construction and maintenance
  - construction of primary and/or secondary road
  - construction of a ramp
  - perform tasks according to engineered plans
  - fill and repair roads according to site policies and procedures

## AREA OF COMPETENCY 11: OPERATE HEAVY EQUIPMENT

### TASK 11.8 OPERATE RUBBER-TIRED DOZER

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Transport/relocate dozer
3. Push materials
4. Conduct loading unit clean-up
5. Road construction and maintenance
6. Assist in moving power cable stands

- Push materials
  - load blade, carry material, dump material
  - ensure adequate clearance
  - operate on uneven surfaces
  - utilize proper stockpiling practices
- Conduct loading unit clean-up
  - shovels, excavators, loaders, etc.
- Road maintenance
  - fill and repair roads according to site policies and procedures
- Assist in moving power cable stands
  - follow directions from ground person or spotter

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - travel up grade and down grade in an efficient manner
  - lower attachments to ground
- Transport/relocate dozer
  - via lowboy, haul truck or walking according to site specifications

### TASK 11.9 OPERATE PRODUCTION LOADER

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Loading
3. Travelling
4. Transport equipment and/or supplies

- Loading
  - knowledge of material to be loaded
  - use proper techniques to load material for transport
- Travelling
  - ensure bucket is in safe transporting condition
  - maintain floor and carry load at appropriate height
- Deliver equipment and/or supplies
  - e.g. ground support, powder supplies, service, pipes, electrical

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - raising and lowering bucket
  - tilting and tipping bucket
  - selecting correct gear for given operation
  - lower attachments to ground

## AREA OF COMPETENCY 11: OPERATE HEAVY EQUIPMENT

### TASK 11.10 OPERATE HYDRAULIC EXCAVATOR OR BACKHOE

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Dig, swing, dump
3. Conduct loading into a hauling unit
4. Perform ditching and sump construction
5. Conduct ripping as needed
6. Live pile management
7. Box cleaning

- Dig, swing, dump
  - utilize proper operating technique
- Conduct loading into a hauling unit
  - bench load, same level load
- Perform ditching and sump construction
  - follow grade
  - spoil pile placement
  - use appropriate side slope according to materials and regulations
- Conduct ripping as needed
  - hard or frozen materials
- Live pile management
  - follow policies and procedures
- Box cleaning
  - according to site policies and procedures

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - inspect boom, stick and bucket pins, bucket stick and bucket hydraulics
  - lower attachments to ground
  - drain air tanks

### TASK 11.11 OPERATE HYDRAULIC SHOVEL

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Perform appropriate shovel set-ups (single and double back-ups)
3. Dig, swing and dump
4. Maintain grade and manage dig face
5. Maintain required truck placement and capacity (payload)
6. Identify different material types

- check condition of teeth, bucket, bucket pins, bucket hydraulics, stick and boom, tracks and track frames, pivot pins
- ensure bucket is in required travel position
- lower attachments to ground
- Shovel set-ups
  - condition of dig face is suitable
  - position vehicle on a firm base
  - ensure adequate swing clearance
- Dig, swing and dump
  - know dig heights and material types (e.g. rock, fine sand)
- Maintain grade and manage dig face
  - follow engineering design for grade
  - manage overhangs

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - ensure site is clear
  - ensure adequate clearance for equipment and attachments
  - ensure there are no buried utilities in job area

## AREA OF COMPETENCY 11: OPERATE HEAVY EQUIPMENT

### TASK 11.12 OPERATE ELECTRIC ROPE OR CABLE SHOVEL

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Perform appropriate shovel set-ups (single and double back-ups)
3. Maintain grade
4. Maintain required truck capacity (payload)
5. Power cable management

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - ensure bucket is in required travel position
  - lower attachments to ground
  - know dig heights and material types (e.g. rock, fine sand)
- Power cable management
  - position of cable stands
  - properly marked cables
  - ensure proper placement of trailing cable

### TASK 11.13 OPERATE DRAGLINE OR CLAM

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Perform appropriate dragline set-ups for dig positions
3. Walk dragline into proper position for the sequence
4. Utilize dragline digging practices to maintain optimum performance
5. Power cable management
6. Perform routine machine maintenance (bucket tips, lube systems, gear checks)
7. Read and follow engineered dig plans
8. Maintain record keeping both paper and electronic

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - ensure machine is operated within its working capacity
- Perform appropriate dragline set-ups for dig positions
  - check condition of dig face, and high wall for stress cracks and/or potential failure



## AREA OF COMPETENCY 11: OPERATE HEAVY EQUIPMENT

### TASK 11.14 OPERATE ROTARY OR HAMMER DRILL

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Load on and off float
3. Drill to engineered pattern design
4. Cable management
5. Change bits and stabilizers
6. Sampling
7. Record keeping

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - inspect for high walls or crests
  - pull steel from ground
- Load on and off float
  - follow appropriate procedures
- Drill to engineered pattern design
  - reading monitors and screens (GPS)
  - keep pattern square
- Cable Management
  - position of cable stands
  - properly marked cables
  - ensure proper placement of trailing cable
- Change bits, steels and stabilizers as required
  - document appropriate information such as reason for failure, serial number, etc.
- Sampling
  - collect and document sample as per site policies and procedures
- Record Keeping
  - identify and verify hole according to plan
  - record hole characteristics such as hardness, time to drill as required by site policies and procedures

TASKS 11.15 – 11.18 are not applicable to this occupation

## AREA OF COMPETENCY 12: OPERATE SUPPORT EQUIPMENT

### TASK 12.1 OPERATE LIGHT OR SERVICE VEHICLE

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Load, transport and unload materials, supplies and/or personnel

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Load, transport and unload materials, supplies and/or personnel
  - ensure protection of self and others
  - ensure non-movement of vehicle while loading
  - observe load limitations
  - secure seats, safety bars and chains
  - ensure proper hook-up of carrier
  - secure loads

### TASK 12.2 OPERATE UTILITY VEHICLES

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Move equipment and materials

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - check for emergency equipment (ABC fire extinguisher, first aid kit, vehicle permit, tool kit)
  - boom truck
- Move equipment and materials
  - do not overdrive headlight while driving
  - take precautions at ramps, corners and intersections
  - follow procedures when towing trailers/carriers to transport materials (capacity, transporting materials on board, positioning and fastening)

## AREA OF COMPETENCY 12: OPERATE SUPPORT EQUIPMENT

### TASK 12.3 OPERATE FUEL OR LUBE TRUCK

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Transfer fuel and lube to equipment
3. Load fuel or lube truck

- Transfer fuel and lube to equipment
  - approach equipment with operator in full view
  - ensure equipment has been stopped/parked and attachments grounded
  - ensure non-movement of vehicle while transferring
  - ensure proper hook-up of equipment

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - ensure no smoking or open flame in and/or around vehicle
  - visually inspect chassis and attachments to verify integrity of tank
  - confirm presence of warning placards for dangerous goods
  - observe load limitations

### TASK 12.4 OPERATE WATER TRUCK

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Control dust on roads and ramps
3. Wash roads and walls

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - ensure water tank is full
  - observe load limitations
  - refill tank as required
- Control dust on roads
  - ensure ramps/roads are not excessively watered

### TASK 12.5 OPERATE TOW TRUCK

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- No additional references or examples

## AREA OF COMPETENCY 12: **OPERATE SUPPORT EQUIPMENT**

### TASK 12.6 **OPERATE LOW BED OR FLOAT**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Load and unload low bed/float

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- No additional references or examples

### TASK 12.7 **OPERATE CABLE REELER OR CABLE TRUCK**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - check articulation, reeler controls

TASKS 12.8 – 12.11 are not applicable to this occupation

### TASK 12.12 **OPERATE SUPPORT LOADER**

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Select and utilize appropriate implement for selected task
3. Change implements as needed

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Select and utilize appropriate implement for selected task
  - rock bucket, clean up bucket, forks, grapple, rock breaker
- Change implements as needed
  - follow appropriate procedures

TASK 12.13 is not applicable to this occupation

## AREA OF COMPETENCY 12: OPERATE SUPPORT EQUIPMENT

### TASK 12.14 OPERATE SKID STEER

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Load and unload materials/supplies

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - raising and lowering, tilting and tipping bucket
  - loading and balancing within limitations of bucket and machine
  - safely carrying load on grades

TASKS 12.15 – 12.20 are not applicable to this occupation

### TASK 12.21 OPERATE WATERCRAFT

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Load and unload
3. Move equipment and personnel

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - identify hazardous or potentially hazardous conditions including waterway hazards (dead heads, sand bars, shallow channels), tripping hazards (ropes and containers), improperly marked fuel containers, sudden changes in weather and/or marine conditions
- Load and unload
  - ensure dock has capacity for watercraft (size, depth of water)
  - position watercraft in designated/approved area (dock)
  - comply with load limits
  - distribute load evenly to prevent tipping
  - secure loads and materials
- Move equipment and personnel
  - ensure vehicle permit, proof of insurance and valid operator's license are with the watercraft
  - ensure all personnel are wearing lifejackets/personal floatation devices
  - follow a designated route

## AREA OF COMPETENCY 12: **OPERATE SUPPORT EQUIPMENT**

### TASK 12.22 **OPERATE DEWATERING SYSTEMS**

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Monitor reagent systems

- Monitor reagent systems
  - ensure system contains proper amount, type and strength of reagents
  - measure quantities of reagents

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - includes stock tanks, decanters, pumping systems, sampling systems, rakes, drive system, feed wells
  - check shell, rakes (height, torque, integrity), motor and gear box, U/F pumps and density, flow rates, water supply, motion detectors, monitoring devices
  - follow communication procedures regarding interlocking systems

TASKS 12.23 – 12.30 are not applicable to this occupation

## AREA OF COMPETENCY 12: OPERATE SUPPORT EQUIPMENT

### TASK 12.31 OPERATE TRUCK-MOUNTED HOIST

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Set up for lift
3. Select and use proper rigging/lifting equipment
4. Secure and balance load
5. Prepare equipment for travel
6. Demonstrate and observe hand signals

- Set up for lift
  - check for hazards and adequate clearance
  - select level and firm surface
  - utilize stabilizing equipment if equipped
- Select and use proper rigging/lifting equipment
  - adhere to lift limits and capacities
  - check conditions of lifting equipment (i.e. slings, shackles)

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - follow manufacturer's instructions including work within limitations of equipment and attachments (interpreting load chart)

- Prepare equipment for travel
  - boom stowed correctly
  - properly store and secure all tools and equipment
- Demonstrate and observe hand signals
  - establish and use appropriate signals
  - establish and confirm signal person

### TASK 12.32 OPERATE PIPELAYER

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Operate pipelayer
3. Working with pipe
4. Working with people on the ground
5. Working with other equipment

- Working with pipe
  - follow proper rigging for pipe length
  - balance load
  - raise and lower pipe
  - travel with pipe hoisted
- Working with people on the ground
  - follow hand signals
  - monitor location of ground workers
  - ensure all machine movements are slow and precise
- Working with other equipment
  - work in tandem with one or more pipelayers
  - work in tandem with excavator

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Operate pipelayer
  - position machine for hoisting
  - raise and lower the boom
  - position the counterweight to counter-balance load

AREAS OF COMPETENCY 13 – 23 ARE NOT APPLICABLE TO THIS OCCUPATION

## AREA OF COMPETENCY 24: **CONDUCT BLASTING OPERATIONS**

### TASK 24.1 **IDENTIFY EXPLOSIVES AND BLASTING AGENTS**

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Identify types and forms
2. Report all hazardous or potentially hazardous conditions to appropriate authority

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Identify types and/or forms of explosives
  - e.g. primers, detonators, detonator cord

TASKS 24.2 – 24.7 are not applicable to this occupation

### TASK 24.8 **BLAST GUARDING**

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Perform evacuation process according to site policies and procedures
2. Guard area according to site policies and procedures

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Perform evacuation process according to site policies and procedures
  - ensure all warnings and signals are issued prior to detonation
  - ensure all equipment is out of blast zone
  - vacate all affected areas except necessary personnel assisting blasting

- Guard area according to site policies and procedures
  - station a worker at each entrance or approach with detailed instructions
  - ensure all guards are radio equipped
  - ensure no personnel enter evacuation zone
  - ensure no one returns to work place affected by blasting until approved by person responsible for the blast

TASKS 24.9 – 24.11 are not applicable to this occupation



## AREA OF COMPETENCY 25: OPERATE PROCESSING EQUIPMENT

### TASK 25.1 OPERATE CRUSHER

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Operate crusher
3. Clear blockages

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - follow start-up procedures, (do pre-operational check, ensure all auxiliary equipment is operational, set gap (as applicable))
  - observe special precautions and procedures when bridging occurs (stored energy)
  - conduct operation checks (clear screens, remove tramp steel)
- Operate crusher
  - conduct operational checks (e.g. temperature, water flow, oil temperature)
  - operate according to standard operating procedures
  - ongoing housekeeping
  - identify and address spillage
- Clear blockages
  - anticipate unexpected movement of crusher and/or feed (resulting from stored/potential energy)

### TASK 25.2 OPERATE FEEDERS

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Remove jams

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - includes pan feeder, screw feeder, belt feeder, pneumatic feeder, tube feeder, vibratory feeder, tripper, apron feeder, rotary valve feeder, drag feeder, hydrostroke feeder
  - understand layout of feeder
  - ensure all components are in place and functional
  - ensure all related systems are activated in proper sequence
  - cross over/under feeder at designated areas only
- Remove jams
  - remove jams according to site standard operating procedures
  - be aware of unsuspected movement from stored (potential) energy

## AREA OF COMPETENCY 25: OPERATE PROCESSING EQUIPMENT

### TASK 25.3 OPERATE SCREEN

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Set up screen
3. Clear blinding
4. Replace screen panels

- Set up screen
  - ensure footing is secure (firm and even base)
  - ensure adequate clearance for equipment and components
- Clear blindings
  - ensure screen operation is shut down, locked out, de-energized and tagged before performing work

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - anticipate unexpected movement of screen, components or feed (resulting from stored/potential energy)
  - ensure related systems are shut down or deactivated in proper sequence

### TASK 25.4 OPERATE CONVEYOR

Importance: Very Important

Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Set up conveyor
3. Convey material
4. Remove blockages
5. Move conveyor and components

- Set up conveyor
  - ensure footing is secure (firm and even base)
  - ensure adequate clearance for equipment operation
  - ensure correct alignment and adjustment of conveyor belt
  - ensure guards are in proper place of moving parts
  - ensure tail pulley switch is in place if applicable
  - ensure emergency stop pull cords are in place
- Convey material
  - ensure related systems are activated in proper sequence
  - monitor flow
  - ensure correct placement of material on belt to prevent spillage
- Remove blockages
  - ensure conveyor is stopped, locked out, de-energized and tagged before removing blockages
  - remove manually or mechanically
- Move conveyor and components
  - load conveyor on an incline

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - includes belt conveyors, drag conveyors, pneumatic conveyors, screw conveyors, bucket elevators, high angle, radial stacker conveyors
  - anticipate unexpected movement of conveyor components or feed (resulting from stored/potential energy)
  - cross under conveyor at designated areas only
  - stay clear of moving pulleys

## AREA OF COMPETENCY 25: OPERATE PROCESSING EQUIPMENT

### TASK 25.5 MAINTAIN BINS

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Demonstrate equipment knowledge
2. Control level
3. Clear hang-ups/blockages

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Demonstrate equipment knowledge
  - determine layout of bin process system
  - identify name, function and location of principal components of hoppers and bins (grizzly rails, chutes, guardrails, entry doors, level probes, covers)
  - understand dangers of runs of discharge during shutdown and methods of preventing them
- Control level
  - use appropriate systems to ensure proper levels (e.g. problems)
- Clear hang-ups/blockages
  - follow procedures to ensure safety of self and others when removing blockages and clearing spillages
  - select appropriate tools and equipment to clear hang-ups and blockages
  - determine when barring or washing down is required

### TASK 25.6 MAINTAIN STOCKPILES

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Ensure safe entry for people and equipment around stockpile

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Ensure safe entry for people and equipment around stockpile
  - ensure an adequate berm is maintained
  - maintain minimum width for stockpile load ramps

TASKS 25.7 – 25.19 are not applicable to this occupation

AREAS OF COMPETENCY 26 & 27 ARE NOT APPLICABLE TO THIS OCCUPATION

## AREA OF COMPETENCY 28: **PERFORM UTILITY SERVICES**

### TASK 28.1 **HANDLE POWER CABLE**

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Prep the area and establish the route
2. Lay and mark cable
3. Set up cable stands
4. Follow site procedures for energizing and de-energizing

- Lay and mark cable
  - use appropriate site procedures and equipment
- Set up cable stands
  - use appropriate site procedures
- Follow site procedures for energizing and de-energizing
  - use appropriate site procedures

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Prep the area and establish the route
  - identify any hazards i.e. water, haul road, high walls

### TASK 28.2 **DEWATERING**

Importance: Very Important  
Frequency: Daily

#### SUB-TASK:

1. Sump development
2. Placing pipeline
3. Pump set up
4. Fusing pipe

- Pump set up
  - determine pump type (electric or fuel)
  - determine pump size for maximum flow
  - pump placement and access
- Fusing pipe
  - square pipe ends
  - clean pipe ends
  - fusing at appropriate temperature
  - join pipe

#### REFERENCE/EXAMPLES OF ABILITIES AND KNOWLEDGE

- Sump development
  - determine sump location and depth
  - mark the sump utilizing berms, barricades and/or signage
- Placing pipeline
  - determine size of pipe
  - clear route to lay pipeline
  - identify low spots on pipeline and set in drainage points
  - mark road crossings and exposed pipelines
  - manage flow and leaks

AREAS OF COMPETENCY 29 - 31 ARE NOT APPLICABLE TO THIS OCCUPATION







