

THE TAFE PLUS NEWSLETTER FOR INDUSTRY

THIS ISSUE

MINING INDUSTRY

INDUCTION FOR CONSTRUCTION WORK

CONFINED SPACES TRAINING

DRIVER SAFETY

CELLAR MANAGEMENT

ASBESTOS REMOVAL



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To reduce risk in the workplace and help ensure a safer work environment, TAFE NSW Institutes throughout the state offer a wide range of qualifications from Statement to Diploma level. TAFE NSW is well known for its practical, hands-on skills development training, especially for newly recruited apprentices.

We can provide on-site consultancy services including the development of safety training procedures and training materials, risk assessments and safe work method statements. We can also assist with partnering arrangements whereby TAFE NSW Institutes auspice/supervise delivery and assessments at worksites.

And we can assess your employees' ability to competently perform their work and avoid risk, giving you 'cost benefits' and improved staff retention. Delivered under the commercial TAFE PLUS brand, these OHS courses are industry-driven and meet mandated legislative requirements.

In this issue we look at a number of courses and OHS services which are helping individual companies ensure they are compliant with current legislative requirements and up to date with industry best practice.

TAFE NSW – New England Institute is using a mobile unit to deliver a Safe Working in Confined Spaces training program on-site to businesses in the region, and has seen demand for this service increase dramatically in the past two years.

Australian mining giant Alcan has engaged TAFE NSW to provide support as the company moves to a competency based training system. TAFE NSW – Illawarra Institute are managing this extensive project, with staff from TAFE NSW – Hunter Institute also involved.

TAFE NSW – Sydney Institute is assisting a number of companies to meet the requirements of WorkCover in regard to ensuring employees are provided with basic OHS principles prior to working in the construction industry.

TAFE NSW – South Western Sydney Institute has taken its skill in asbestos removal and management training interstate, most recently delivering a course for two companies in Townsville, Northern Queensland.

An innovative response to the issue of workplace injuries in pubs and clubs has seen TAFE NSW – Northern Sydney Institute hold an industry seminar designed to make managers and staff more aware of their responsibilities.

Finally, TAFE NSW – Western Sydney Institute is working with the transport industry to meet its obligations under a new OHS amendment to the regulation governing driver fatigue for long distance truck drivers. The Institute is assisting with risk assessments, journey plans, recordkeeping systems and staff training in fatigue.

### Janet Stewart

Director, Corporate Marketing



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## Mining giant moves to competency based training

Australian mining giant Alcan has identified eight National Training Package Qualifications that are relevant to their operations, and require support for the company's Training Department in Gove to move to a competency-based training system.

The contract to provide recognition of current competencies for over 460 employees at Alcan's bauxite mine and refinery located at Gove in the Northern Territory was awarded to TAFE NSW.

Illawarra Institute prepared the tender submission and will project manage the contract on behalf of TAFE NSW. Teaching staff from Illawarra and Hunter Institutes recently spent two weeks at Alcan's Gove plant and have now completed Phase 1 of the project, which involved the mapping of various job roles at Alcan against national competency standards.

Alcan is committed to protecting the environment, health and safety of all their employees and all the communities in which they operate. Every Alcan employee is expected to actively support their Environment, Health and Safety (EHS) policy which is the cornerstone of Alcan's global EHS management system, known as EHS FIRST.

The project will assist the company's functionality and processes as well as increase its ability to meet the requirements of the *Northern Territory Mining Management Act (2001)*.

From its remote location Alcan Gove supplies alumina and bauxite for the international aluminium industry. Alcan Gove is part of Alcan Inc., a multinational company and a global leader in aluminium and packaging, as well as aluminium recycling.

Senior staff from Alcan's Learning and Development Unit visited the Illawarra recently to brief the team prior to their commencement of the project.



From left: Graeme Fullick, Darrel Adam and Bob Alexander from TAFE NSW, Owen Crawford, Senior Training Coordinator, Alcan.

'Alcan Gove has set high standards for ensuring the safety and capability of our employees,' said Owen Crawford, Alcan's Senior Training Coordinator. 'To meet these standards and maintain competitiveness in this boom market, we are introducing a systematic approach to training through a competency-based structure.'

**Q: Looking to recognise your staff's current competencies?**

**A: TAFE NSW can project manage systems implementation.**

'A rigorous selection process was applied to this significant project and as TAFE NSW met and exceeded our required standards, they were successful in their tender application.'

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Alcan Gove has recognised the need to move to a competency based training system, and TAFE NSW is assisting with this major project.



**There are now stricter rules governing safety on construction sites.**

# Induction course covers construction site visitors

It is a WorkCover NSW requirement that anyone carrying out work on a construction site holds formal OHS qualifications, such as a Certificate of Completion in OHS Induction for Construction Work (previously known as the Green Card).

TAFE NSW – Sydney Institute recently delivered OHS Employee Induction Training for Building and Construction to two companies – Megasealed Bathrooms and Boral Window Systems. The training ensures their employees are provided with the basic principles of health and safety in the construction industry.

**Q: Staff visiting construction sites in the course of their work?**

**A: An OHS Induction qualification is required.**

The program also provides participants with information about preventing workplace injury and illness, injury management and workers compensation in NSW, prior to commencing construction work.

It meets the general training requirements specified in the Construction Safety Amendment (Amenities and Training) Regulation (1998), and Code of Practice for the OHS Induction Training for Construction Work in NSW (1998).

The course was recently delivered to Boral Window Systems. Mark Dandridge, Business Development Manager, sat in on the training, and said it met with his expectations in terms of presentation and delivery.

'It can be a tough topic to deliver, but it was delivered really well, with a good level of

understanding and good interaction between participants and the trainer,' Mr Dandridge said.

He said having accreditation is vital for Boral staff, including sales reps and service personnel, who are regularly visiting building sites that are under construction.

'The legislation used to just cover industrial and multi-storey residential construction. Now, an OHS certificate is needed for residential construction sites as well, for our staff to be able to walk on to the site to undertake their work or to speak to a builder.'

Participants receive a Notice of Satisfactory Assessment which allows them to apply for WorkCover accreditation.

Mr Dandridge said the course 'sits well with Boral's corporate values' and the OHS Induction course has 'become part of what we do' to protect staff.

The one day training workshop was also held at Megasealed Bathrooms' premises at St Peters. Eight staff attended, consisting mainly of operators.

'The training was great and all the relevant information was covered very thoroughly,' said Helen McBride, Operations Manager. 'It was definitely a help to be able to do the group training on-site, otherwise each contractor would have had to organise it individually and it would have taken a lot longer.'

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*This one day course can be delivered on-site with minimal disruption to the working day.*

# Confined spaces training gets mobile

WorkCover NSW requires that any person who works in a confined space must have an appropriate qualification. Training is required for individuals prior to entering a confined space area, and penalties can apply if individuals, supervisors or companies breach this requirement.

TAFE NSW – New England Institute has come up with a novel way to address the needs of businesses in this regard. A mobile training unit was developed and built in Tamworth with local input and expertise. The unit can go on-site to different industry areas (such as feedlots, mines, council workers in pits, airlines, factory processing plants, abattoirs) to deliver the Safe Working in Confined Spaces training program.

Rick Geddes, trainer, New England Institute, has 15 years experience working in confined space entry and has been involved in the delivery of the course over the past 12 months.

‘Our unit has been operational for the past two years and is now almost fully booked well in advance,’ Mr Geddes said. ‘We’ve found demand is increasing.’

This course, enhanced by the flexibility of the mobile training unit, assists organisations to readily comply with the legislative requirements providing for the safety of employees engaged in confined space activities.



The program was recently delivered to a number of employees at Gwydir Shire Council.

‘The TAFE NSW mobile confined spaces simulation unit was very impressive and proved to be a cost-effective method of delivery which allowed our staff to access specialised training on-site in a familiar environment,’ said Clarissa Barwick, Human Resource Officer, Gwydir Shire Council.

‘The delivery of the training was customised to meet the needs of Council and catered for participants’ individual learning requirements.’

In April this year, the Institute also entered into a commercial agreement with Macadamia Processing Company Ltd (MPC) to deliver the confined spaces training.

**Q: Carrying out work in confined spaces?**

**A: Our mobile unit can bring training to you.**

‘Our need for this particular training was quite urgent with a short timeframe,’ said Phil Close, Production Manager, MPC. ‘From the first contact call to TAFE NSW we received nothing but fantastic service, and their adaptability and flexibility meant my timeframe was met. Our employees gave nothing but positive feedback about the way the course content was provided.’

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*The three day course in Confined Spaces Training can be delivered at any worksite thanks to the mobile unit which was custom built for this purpose.*



IMAGE: THE NORTHERN DAILY LEADER TAMWORTH

**TAFE NSW – New England Institute has developed this mobile unit (exterior shown below left) to deliver training around the region.**

## Driver safety training in for the long haul



**Companies must protect long distance drivers through proper training and trip management.**

The transport industry is under obligation to comply with the new OHS Amendment – Long Distance Truck Driver Fatigue Regulation (2005), which came into effect on 1 March 2006.

The regulation applies to head carriers, owner-drivers, consignors and consignees who drive a truck greater than 4.5 tonnes GVM or GCM and

transport freight by means of a heavy truck for more than 500 kilometres, even when this journey is broken up.

**Q: Drivers hauling long distances?**

**A: TAFE NSW can make sure they're compliant.**

Companies now have a responsibility to conduct risk assessments and to have a driver fatigue management plan (DFMP) including a journey plan. They also need to develop recordkeeping systems to ensure correct evidence is kept, and conduct staff training in fatigue and responsibilities under the legislation.

TAFE NSW – Western Sydney Institute is helping businesses in the industry meet these requirements, offering an on-site service to confirm and/or prepare policies and procedures,

conduct and record risk assessments, develop a Driver Fatigue Management Plan, and train management and staff to self-manage the process in the future.

According to Roslyn McKinven, Industry Officer, General Education & Transport, Western Sydney Institute, they will also conduct a validation assessment to help companies meet WorkCover requirements, develop strategies for recordkeeping systems and provide any ongoing support as required.

'All documentation will be customised to each business as each company has different requirements,' Ms McKinven said.

The Institute has completed an assessment for Kingston Industries to validate their procedures. Kingston Industries is a diversified company with specialised expertise in construction and maintenance projects.

Their Heavy Haulage divisions in Sydney and Perth transport earthmoving, construction and mining equipment across metropolitan areas. They also specialise in unusual and oversized movements.

'TAFE NSW were extremely helpful and provided high quality modifications to our existing processes,' said Rodney Hall, Manager, Kingston Industries.

*Strict new OHS rules around long distance truck driving has seen TAFE NSW – Western Sydney Institute develop an on-site consultancy service to assist companies with compliance.*

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## Injuries highlight need for increased responsibility

A number of workplace injuries in recent times have exposed the need for improvements in work practices in the cellar area of hotels and clubs. There is a clear requirement for owners, managers and staff to bring their operations up-to-date with current standards of Occupational Health and Safety in beer cellars and efficiencies in draught beer management.

In response, TAFE NSW – Northern Sydney Institute’s Ryde College recently held an industry seminar designed to make managers and staff more aware of their responsibilities.

‘The idea was to bring specialists together and allow operators to hear from several suppliers on current topics of interest,’ said Emmanuel Gabriel, Beer Management teacher, Northern Sydney Institute.

The seminar covered how establishments can maximise their draught beer sales through effective cellar management. Topics discussed included: OHS Legislation; Handling, Storage and Safety of Chemicals; Advances in Australian Standards for use of Gas in Cellars; Cellar Equipment and Draught Beer Management.

Mr Gabriel outlined the importance of safety and recalled incidents of serious accidents in hotel and club cellars in previous years, as well as how proper and safe maintenance can lead to increased profits in hospitality operations.

Darrel Barton from the National Safety Council of Australia spoke about OHS legislation, employers’ and employees’ responsibilities, the role of WorkCover, penalties, risk management, assessment and control.

Ben Hudghton from Bracton Industries presented a session on managing and assessing the risks

of handling chemicals when cleaning equipment and beer lines in a hotel or club.

Keynote speaker was Myron Sawka from BOC Limited, who gave an overview of the new Australian Standard AS5034: *Installation and use of inert gases for beverage dispensing*.

Eddie Jones, Beer Systems Manager, Lion Nathan Australia – Tooheys, explained his company’s view on the new Australian Standards and what components make up an efficient and safe beer operating system.

**Q: Need to tackle an industry wide issue?**

**A: Seminars can bring experts together.**

One attendee, Meagan Crisp, HR/Admin Manager, Carlingford Bowling, Sports and Recreation Club, attended the seminar and said that it was beneficial to hear from a number of industry specialists in the one place.

‘There was a very good summary of all the topics given, and it was interesting to hear from the various suppliers who contribute to the running of a cellar,’ Ms Crisp said.

‘We found that having different companies work together for a common goal of safety worked extremely well,’ said Mr Gabriel. ‘We are now looking at bringing specialists together for future seminars on different beer systems topics such as plumbing and refrigeration.’

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**From left: Darrel Barton, National Safety Council of Australia, Emmanuel Gabriel, TAFE NSW – Northern Sydney Institute and Dave Garnham, BOC Limited**

*This one day seminar brought industry experts and practitioners together to exchange ideas and information.*

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## Asbestos expertise move interstate

With increased media scrutiny and reduced demolition or removal thresholds by regulatory authorities, the need for effective training in asbestos management is more important than ever.

TAFE NSW is helping a wide range of organisations to build their skills in the management and removal of asbestos, and is the acknowledged centre of excellence for asbestos training. TAFE NSW – South Western Sydney Institute’s Miller College has such an outstanding reputation that companies as far away as Northern Queensland seek their training to deliver skills to their staff.

Recently two major organisations in Townsville – Krause Safety and Collett Plumbing & Roofing – engaged the Institute to deliver Asbestos Removal Training. This is a short course designed for workers prior to commencing asbestos removal work. The course meets the Worksafe Australia Code of Practice for asbestos removal NOHSC:2002 (1988).

Executives from both companies had heard about the quality of training delivered and, even though there were training providers in Queensland offering the course, they chose to go with TAFE NSW.

Over two days more than 30 staff were trained, primarily tradespeople in the construction field. The companies required these skills as they had significant demolition projects commencing shortly.



**The need for effective training in asbestos management is more important than ever.**

Roofing Division Manager, Collett Plumbing & Roofing. 'I am confident every student enrolled in the course has a new-found respect for asbestos products.

'Our company has a strong commitment to the safe removal of asbestos products and as a result of the course we are currently implementing minor administrative changes in order to adhere strictly to the current NOHSC.'

'TAFE NSW has helped our company continually improve the professionalism in the service we provide for our clients and the general safety of the community.'

John Willett, Head Teacher, South Western Sydney Institute, said TAFE NSW had the capacity to significantly increase the volume of training in asbestos and he believed demand would grow even more with the introduction of further-reduced thresholds in 2007.

**Q: Need to manage asbestos removal?**

**A: Our expertise is valued Australia wide.**

'It is refreshing to meet like-minded people who have a genuine commitment to the safe removal of asbestos products,' said Adam Pye,

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*This two day course meets the requirements of the Worksafe Australia Code of Practice on asbestos removal NOHSC:2002 (1988) and can be delivered on-site.*