



**RIIMPO335E Conduct skid steer loader operations
without attachments**
Assessors Instructions – Part 2

To be read in conjunction with the TAS

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future courses

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Introduction

This Assessment Package outlines the requirements for the assessment of RIIMPO335E Conduct skid steer loader operations without attachments. This unit describes the skills and knowledge required to conduct operations with a skid steer loader.

This unit applies to those working in site-based roles.

Licensing, legislative, regulatory and certification requirements that apply to this unit can vary between states, territories and industry sectors, and must be sourced from state jurisdictions prior to applying this unit.

This unit is designed by Sitetrain for an industrial setting particularly relevant to the mining sector and those industries that service the mining industry directly.

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Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements and performance criteria of this unit.

The candidate must demonstrate completion of skid steer loader operations without attachments that safely, effectively and efficiently follows workplace procedures to carry out work activity on at least two occasions, and include:

- conducting prestart checks prior to commencing operations and shutdown procedures on completion of operations
- driving and operating skid steer loader, and adjusting techniques to suit site conditions
- shifting loads to the correct location, carrying them as close to the ground as possible

Performing at least one of the following skid steer loading tasks on each occasion (i.e. two different tasks in total):

- stripping and spreading materials
- backfilling
- loading vehicles
- excavations
- mixing materials
- site clean up
- lifting and carrying materials
- using communication methods to confirm activity, direction of travel, and process to safely move and transport load
- shifting and placing materials
- assisting with loading and unloading skid steer loader from float/trailer
- park up, shut down and prepare machine for maintenance

In the course of the above work the candidate must also:

- locate and apply relevant documentation, policies and procedures
- select and wear personal protective equipment required for work activities
- carry out vehicle refuelling requirements and procedures where applicable
- apply safe work practices and identify and report potential hazards and environmental issues, and assess risks
- monitor and manage equipment performance using indicators and alarms
- identify common equipment faults
- apply problem solving and troubleshooting techniques when operating equipment
- select and use required tools and equipment
- inspect and prepare work area
- manage changes in the loads centre of gravity during transportation
- use a range of communication techniques and equipment essential to the safe completion of work instruction, including hand, audible and other signals
- meet written and verbal reporting requirements and procedures associated with skid steer loader operations

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Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements and performance criteria of this unit. This includes:

Key policies and procedures, legislation and established requirements for skid steer loader operation without attachments, including those relating to:

- materials handling using safety data sheets
- environmental protection
- fire, accident and emergency
- work health and safety, including signs of operator fatigue and how it should be managed
- site isolation and traffic control responsibilities and authorities
- project quality requirements
- maintenance and basic diagnostics
- housekeeping activities
- personal protective equipment
- chain of responsibility for loading and unloading of equipment
- machine guidance systems

Key factors affecting work activities described in performance evidence above, including:

- technical capabilities and limitations
- equipment specifications
- ground conditions
- type and weight of load

Unit Information

The unit of competency being assessed is RIIMPO335E Conduct skid steer loader operations without attachments.

The unit can be accessed at training.gov.au at the following link:

<https://training.gov.au/Training/Details/RIIMPO335E>

The unit of competency is task oriented and the performance criteria expresses in detail the standard of performance and the sequence these tasks are usually performed.

Entry Requirements

There are no specified entry requirements for this training program. However, it will be strongly recommended that participants undertake at least 10 hours of guided use of the machine and have completed a logbook of hours and tasks, under the guidance of a competent person.

Pre-requisites

The unit of competency has no pre-requisite units.

Licensing Requirements

There are no specified licensing requirements to undertake this unit.

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Pre-Assessment Brief/Student Instructions

It is very important that you, as the Assessor, provide the students with crucial information on how the units' activities are going to be structured and what is expected of them during the assessment activities to achieve competence.

Use the following as a structure to base your engagement of the students and direct them to digest the information they are required to understand:

1. Meet and greet – Use this time to complete the student attendance sheet.
2. Explain the enrolment form, USI form, POI declaration form and the page where the student signs the declaration of understanding and inform them of the feedback section. Answer any questions about the forms and direct the answers to the entire class. Allow sufficient time for ALL students to complete these forms and ask if anyone has had issues completing. Provide assistance where required and do not move onto the next step until all students have indicated they are finished.
3. Provide a brief overview of the entire units' activities, use the Session Plan and Timing/Class Numbers at the end of the TAS for detailed hours.
4. Inform the students of how the assessments are structured and a brief overview of what is expected of them using the assessment summary table on next page.
5. After you have read the summary, instruct students to read each set of Student Assessment Instructions for each assessment activity and again answer any questions by directing your answers to the class.
6. You may now begin the course.

Please ensure you cover the following:

- Explain the purpose of the assessment and the assessment process.
- Explain the consequence of not meeting the requirements of the assessment.
- Explain the units of competency to be assessed and the evidence to be collected.
- Ensure explanation of *identify individual needs of the student* encouraging students to identify as and, where applicable, negotiate reasonable adjustment for individual needs without compromising the competency outcomes.
- Seek feedback regarding the student's understanding of the units of competency, evidence requirements and assessment process.
- Explain the Students Handbook and where students can get a copy. The Student Handbook is available from you, the Trainer, by contacting Sitetrain directly or by downloading a copy from our website. www.sitetrain.com.au.

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Assessment Overview

This unit of competency will be assessed using assessment methods including a knowledge assessment and a practical observation assessment. This allows for the discrete assessment of specific knowledge and the assessment of knowledge integrated with skills during practical simulated workplace tasks. There are Four assessment activities for the assessment of RIIMPO335E Conduct skid steer loader operations without attachments.

Note: The Student must demonstrate a satisfactory result in all assessment activities to be assessed as competent in the unit. An assessment of **Not Yet Satisfactory** for any performance/knowledge criteria will prevent a verdict of **competent** for this unit until the student can demonstrate competence in assessment activities. All final assessment results are to be recorded in the Assessor Performance Assessment and Results Document.

RIIMPO335E Conduct skid steer loader operations without attachments Theory Assessment	Knowledge Assessment (60 minutes)	The candidate must provide a written or verbal response to 15 short answer/ multiple choice questions which address the knowledge requirement of the unit. The candidate must answer all questions correctly. The assessment is supervised in a classroom setting and conducted over 1 hour
RIIMPO335E Conduct skid steer loader operations without attachments Performance Assessment General	Performance Assessment General Note: Many elements are continuously applied across all assessments	<p>Continuous application of skills and knowledge</p> <ul style="list-style-type: none"> • Locates and applies relevant documentation, policies and procedures • Following work instructions to operate in the area from work area supervisor and assessor • Assess the operational area for hazards • Follows site operational speed limits and traffic management requirements • Identifying operational area hazards and implementing adequate controls <p>Communicating with others</p> <ul style="list-style-type: none"> • Communicating with others with different means of communication • Confirms positive isolation when checking engine bay components • Candidate completes site required documentation for the safe and efficient use of the skid steer loader
RIIMPO335E Conduct skid steer loader operations without attachments Performance Assessment 1	Performance assessment 1 Task 1 (30 Minutes)	<p>Plan and prepare for skid steer loader operations.</p> <ul style="list-style-type: none"> • Identifies and tests communication methods. • Locates and explains procedures and reporting documentation and manufacturer and site requirements.
	Performance assessment 1 Task 2 (20 Minutes)	<p>Perform a pre-start of a skid steer loader.</p> <ul style="list-style-type: none"> • Identifies hazards and equipment defects associated with skid steer loader and records on checklist. • Reports category A and B faults. Organizes repair for any category A faults found.
	Performance assessment 1 Task 3 (30 Minutes)	<p>Conduct a pre-task and area risk assessment using site or supplied risk assessment tool.</p> <ul style="list-style-type: none"> • Identify hazards with the work area and tasks. • Implement required controls.

RIIMPO335E Conduct skid steer loader operations without attachments Performance Assessment 2	Performance assessment 2 Task 1 (10 Minutes)	Conduct site clean-up <ul style="list-style-type: none"> • Use loader to process and shift loads to the side of clean-up site. • Shift loads while maintaining stability of machine. • Maintain site communications to control work area safety. • Adjust position of machine as per job requirements. • Maintain ground conditions and control as per job requirements.
	Performance assessment 2 Task 2 (10 Minutes)	Move clean-up to designated stockpile <ul style="list-style-type: none"> • Move loads while maintaining machine and load stability. • Maintain communications as per site traffic management and barricading and tagging policy. • Stockpile clean-up while maintaining work area and road surfaces.
RIIMPO335E Conduct skid steer loader operations without attachments Performance Assessment 3	Performance assessment 3 Task 1 (10 Minutes)	Re-fuel the machine. <ul style="list-style-type: none"> • Checks re-fueling facility is serviceable to site requirements. • Refuel machine to site standards.
	Performance assessment 3 task 2 (10) Minutes	Shutdown and park skid steer loader and complete post operational check <ul style="list-style-type: none"> • Carry out post operational checks and report defects. • Conduct housekeeping activities.

Benchmarks for Assessment

Benchmarks for assessments have been provided in this document and the Performance Assessments and Assessment Results document.

Theory Assessment

To support reliability in the theory assessment, model answers have been produced for theory assessment and should be used as the benchmark for assessment. Model answers are provided in this document.

Performance Assessments

Observational Performance guidelines have been provided to ensure Trainer is aware of expected performance.

This can be found in Assessor Performance Assessments and Assessment Results document.

Assessor Instructions - Knowledge Assessment

The Assessment Task

This task requires the Student to complete a written or verbal response knowledge assessment involving 15 **short** response or multiple-choice questions. The questions within this assessment relate directly to the integrated knowledge contained within the units of competency and are fundamental to the Student's ability to perform workplace tasks correctly.

The assessment is conducted over a 60-minute period in a classroom setting directly supervised by the Assessor. The classroom should be set up in order to prevent students from discussing questions or viewing each other's responses. The student must answer all questions correctly in order to satisfactorily complete this assessment.

Assessment Procedure

The student is to be provided with a briefing on the assessment and be given 5 minutes to review the question and seek clarification on the assessment. This is an opportunity to seek clarification about the assessment and the wording of questions contained within the assessment. Questions should be responded to the entire group in order to ensure all participants have a shared understanding of the assessment requirement. The knowledge assessment paper should be issued once all students are seated and after the Assessor has issued the assessment briefing. Students are to be provided 5 minutes to review the knowledge assessment and be requested not to talk and direct any questions to the Assessor. During the assessment the Assessor is to monitor students to ensure the authenticity of the assessment and respond to student questions. When a student has completed the assessment, they are to leave the area and pass their completed assessment paper to the Assessor. All students are to be monitored until the completion of the assessment or the allocated time has lapsed.

Following the assessment, the student's responses are to be assessed and marked as appropriate. Students who have provided incorrect responses are to be engaged in a one-on-one discussion to verbally moderate the student's knowledge. The Assessor must have confidence that the student holds the required knowledge. The Assessor should record their observations about the student's demonstrated knowledge and must retain the completed written assessment as evidence of the completed assessment activity. Students are expected to achieve 100% on knowledge assessments.

The Context of Assessment

The assessment is to be conducted in a classroom setting or an appropriate open space which is free from distractions. Students should complete the knowledge assessment seated at a desk or an appropriate surface to allow them to record their responses. Students should be seated with enough space to prevent students sharing responses or viewing each other's written work. Students will require a blue/black pen to record their responses. The classroom or area should display a clock to allow students to monitor their time. The assessment area should allow for a separate area where students who have completed can go to allow those continuing to complete the assessment without distraction.

Limitations

The following limitations apply:

- The Student will have 60 minutes to complete the assessment.
- The assessment is to be completed without access to references.
- Student's responses are to be recorded in writing or may be provided verbally (MP3 recorded format preferred).

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Model Theory Assessment Answers

1. List the minimum required Personal Protective Equipment (PPE) that must be worn in any operational area?

Site minimum standard PPE includes but is not limited to: High vis long sleeved clothing, safety boots, safety glasses and a hard hat.

2. Match the controls in the right-hand column to the hazards in the left-hand column. (Write the hazard numbers to the controls.)

1. Operator fatigue	6	Ensure windows are cleaned before use and windscreen washer unit is full and working.
2. Personnel nearby & other machinery	9	Test lockdown safety bar is working during checks, never exit the machine while running.
3. High ambient temperatures	5	Fill potholes and back blade ground surface to level unstable ground conditions before starting loading operations. Reduce operating speed accordingly.
4. Dusty conditions	12	Refer to SDS for instructions on required PPE and chemical handling and disposal advice. Ask enviro's or supervisor if advice needed.
5. Unstable /rough ground	3	Have water on hand and drink regularly. Set up a shaded area for rest breaks. Use wide brims for hard hats, fly nets and sunscreen.
6. Poor visibility due to mud	1	Get good sleep, don't take drugs or drink alcohol in excess on work nights.
7. Overloading machine	10	Check tyres during pre-start checks for inflation, cracks and the wheel nuts are tight.
8. Unexpected engine start	8	Isolate the battery isolator before doing pre-start checks in the engine bay.
9. Crush injury to legs	2	If required, use signs, barricades, and a spotter to control vehicles and prevent pedestrians from entering the working area.
10. Tipping due to underinflated tyre	11	Dial before you dig or contact the electrical department to survey for buried services and authorise the excavation permit.
11. Contact with buried pipe & electrical lines	7	Ensure the attachment is made for the machine. Find out what the SWL of machine and attachments are. Use the material weights guide to determine weights of different materials
12. Contact with chemicals and chemical spills	13	Check cabin for presence of rubbish and dirt build up. Always clean after use ready for the next operator.
13. Inability to operate controls due to rubbish, dirt build up and objects in cabin	4	Reduce machine speed and if possible, wet down area using hose or a water cart.

3. **If the engine compartment of the skid steer loader catches on fire while you're in the machine; what is the first thing you do?**
 - a) Drive the machine to the ERT department as fast as possible to get the fire put out.
 - b) If possible, park the machine away from nearby structure and vehicles, turn off, activate emergency fire suppression if installed and exit the machine ASAP.**
 - c) Immediately exit the machine, leave it running and watch it burn, then fill out an incident report.
 - d) Drive it into the nearest dam or wash down bay and quench the fire.

4. **After exiting the skid steer loader with the engine compartment on fire, what is the next thing you should do?**
 - a) Fight the fire using fire extinguishers if available and only if your competent and confident you can put out or suppress the fire quickly and safely. Suppress the fire from the outside first, before moving in closer or opening the engine bay. Wear gloves. Raise the alarm to get further help ASAP, then control and observe the scene.**
 - b) Raise the alarm and then run away, this is what emergency responders are trained for.
 - c) Hold your breath, rush in, and remove the fire extinguisher from its cradle, you can ignore the flames if your very quick. Kick open the engine compartment door, keep holding your breath, close your eyes to prevent being blinded by smoke, now discharge the entire contents of the extinguisher into the engine bay.
 - d) Raise the alarm and wait for help, then stay out of the way while your work mate rushes in, holds their breath, and closes their eyes and discharges the fire extinguisher into the engine bay.

5. **Who is responsible for risk assessing the machine work area to ensure signs, barricades and spotters are used when and where required?**
 - a) The facility manager.
 - b) The safety department.
 - c) The mines inspector.
 - d) People directly involved with the job.**

6. **Match the task on the left with the things need to be done on the right to ensure a quality job is performed.**
 1. Loading steel balls into a hopper.
Ensure clean-up material is stored in the "contaminated pile" So foreign objects wont cause blockages or damage crushers.
 2. Cleaning spillage that contains bits of steel from under a conveyor.
Remove any oversize to the proper area. Ensure draining channels are cleaned as well.
 3. Levelling the ground in a carpark.
Ensure the bucket is clean before loading. Pick up any balls by hand after loading if required.

7. **There are 3 levels to the EMS warning system in the skid steer loader, name and explain what action must be taken at each level.**

Information 1: This is when the LED will flash, warning the operator that a problem may exist that does not require immediate attention.

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Information 2: At this stage, the LED and the main fault light will flash, warning the operator that they should **change the method of Loader operation so as to reduce the oil temperature** in the alarmed component. The operator should shift to a lower gear and/or reduce the load on the engine, transmission and hydraulics. The operator must **continue to monitor** temperature gauges on the dashboard – if the temperature continues to rise, the Loader should be shut down.

Information 3: Once this point is reached the LED and main fault light will be flashing combined with the EMS audible alarm sounding. This is informing **the operator that the Loader must be brought to a safe stop immediately and the engine shutdown until the problem is identified and rectified.** This warning is usually low engine oil pressure, low brake oil pressure or low coolant flow.

8. **Name 2 low level maintenance tasks needs to occur to the skid steer loader and or attachments as part of the post operational tasks?**
Answers may include: Greasing, cleaning machine internals, externals and attachments, re-fuelling, filling window washer, changing wiper blades, changing light globes.
9. **When you're loading or unloading the skid steer loader from a float, trailer or truck, it is your responsibility to find out site procedures for unloading and loading vehicles which may include mandatory controls such as the use of traffic cones, a spotter, using a designated unloading area, wheel chocks and approved ramps?**
True
10. **Circle the following equipment on a skid steer loader that can help guide the operator and nearby personnel and equipment in safe operation and awareness?**
Two-way radio Flashing light work lights rear camera
reversing alarm horn overload alarm
11. **What proportion of the loader's mass is over the rear wheels with no load in the bucket?**
Any answer that indicates most eg: 50% - 70%.
12. **How does this change with a loaded bucket?**
Answers that demonstrate understanding of load shifting from even distribution through to a higher weight distribution to the front.
13. **How does raising the loaders arms affect the machines stability?**
Decreases stability by raising the centre of gravity.
14. **How do you prevent wheel spin when driving into a stockpile?**
Lift bucket to apply more pressure to the front wheels which provides more traction.
15. **Where can you find the machines specifications such as rated capacity.**
Answers may include: Compliance plates, operators manual

Benchmark for Assessment

Skid Steer Loader Pre-Start Checklist and Work Task risk Assessment

Skid Steer Loader Pre-Start Checklist			
Operator		Make and Model	
Hr Meter Start		Hr Meter Finish	
Location		Date	
Pre Start	Status	Auxiliary ON checks	Status
Wheels and Tyres		Check lights	
Axel and differential		Blinkers (If Fitted)	
Lights Front and back		Instruments and Gauges	
Flashing lights		Warning lights/ Audible and visual	
Mirrors		Fuel level	
Fluids:		Horn	
Engine Oil		Functions:	
Coolant level		Control levers are labelled and clear	
Transmission Oil		Drive – forward/reverse	
Hydraulic level		Steer – left/right	
Brake Oil		Bucket/Attachment – All movements 100%	
		Compliance plate clear and attachment suitable?	
Engine compartment:		Accessories	
Hoses and Electrical cables		Seatbelt	
Leaks and debris		Wipers	
Isolation points labelled and accessible		Windscreen condition and cleanliness	
Fire Extinguishers and Suppression system		Cabin:	
Battery secure/ Terminals secure		Housekeeping	
Hydraulic system		Manufacturers Guidelines	
Rams no leaks/ Damage		Decals/ Stickers/ Warning Placards	
Pins and connectors		Area Inspection of Operations	
Bucket and Ground engagement tools		Excavations or Holes	
Loader arms and connectors/ pins		Floor conditions	
Pivot/ Articulation point		Overhead structures and Powerlines	
Greased		Weather	
Pins in place		Soft, wet, fresh excavation sites on ground	
No Damage		Pedestrians other Machinery, work fronts	
Uni Joints and drive shafts		High walls or stockpiles (Hung Up)	
Articulated lock present and secured		Communication Devices (Channel)	
Comments:			
Maintenance Requests Raised:		Pre-start must be signed by trainer to confirm it has been completed to an acceptable standard.	
Trainer:		Signature:	

Students are required to fully complete Pre-Start. Putting a tick OR Required information in each section.

Pre-start must be signed by trainer to confirm it has been completed to an acceptable standard.

Name:

Date:

Job Description:

Principal Hazard Standard		Controls in place?	
		Yes	No
<input type="checkbox"/>	Classified Plant		
<input type="checkbox"/>	Elevated Work Platforms		
<input type="checkbox"/>	Working at Heights		
<input type="checkbox"/>	Cranes and Lifting		
<input type="checkbox"/>	Explosives		
<input type="checkbox"/>	Electrical Safety		
<input type="checkbox"/>	Ground Control		
<input type="checkbox"/>	Hazardous Materials		
<input type="checkbox"/>	Isolation and Tagging		
<input type="checkbox"/>	Permit to Work		
<input type="checkbox"/>	Plant and Equipment Guarding		
<input type="checkbox"/>	Tooling		
<input type="checkbox"/>	Tyre Management		
<input type="checkbox"/>	Vehicles and Driving		
<input type="checkbox"/>	Confined Space		

If you ticked YES, write the control on the back of this sheet

If you ticked NO, complete a JHA before you start this task

Take 5 must be fully completed including name, date and job description. Student must identify the correct principal hazard, and what control have been put in place must be listed. Trainer must check take 5 before continuing with assessment to ensure it is complete to required standard.



**What Can hurt me?
What are the Controls?
Are They in Place?**

		<p>What Can hurt me? What are the Controls? Are They in Place?</p>
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