

Quarries Skills Certification Scheme

Candidate Pack for the Training and Assessment Programme – QSCS Mini Digger for CSCS Card holders

Please read this document carefully. Further information and clarification may be obtained from the SOLAS QSCS Unit phone 01 607 0500

Guidance Notes for Learners

The following documents are also attached;

- Part 1 – Application
- Part 2 – Endorsement of Operating Competence

Aim of Programme

The plant training and assessment short course programme enables trained quarry plant operators who have achieved a CSCS Mini Digger FETAC certificate to gain recognition for their achievements and provide an opportunity for participants to demonstrate their, knowledge and attitudes associated with Mini Digger quarry operations.

Learner Profile

Learners for this programme must:

- Have at least six months full time experience in a quarry operating as a trainee Mini Digger operator in accordance with the 1st Schedule of the Safety, Health and Welfare at Work (Quarries) Regulations 2008 – S.I. No. 28 of 2008. The six months experience must be within the last two years.
- Has undertaken Safety Awareness Training including the following: Employees duties/responsibilities,
- Health and Hygiene, traffic management, site specific hazards / safety
- Is in possession of a valid Mini Digger SOLAS CSCS card and FETAC certificate
- Is at least 18 years of age

Note: The above items must be verified by the current or previous employer (Part 1 of this pack)

Application Requirements

- Sections A, B and E of Part 1 need to be completed by the applicant with sections C and D completed by the employer.
- Section E must list at least six months full time quarry experience operating as a trainee Mini Digger operator.
- Part 2 - Endorsement of Operating Competence must be completed and submitted along with Part 1 to the chosen SOLAS Approved Training Organisation prior to attending the half-day training and assessment programme. Failure to do so will result in the Learner being unable to complete the programme.
- **Learners must bring with them on the day:- a passport sized photograph and their Mini Digger SOLAS CSCS card .**

Programme Content

Induction

Registration and induction will be undertaken at the start of the day. Learners **must** present to the course instructor, a photograph and CSCS Mini Digger registration card. Parts 1 and 2 of the Candidate Pack must be already submitted.

Underpinning Knowledge Training

Learners will undertake a minimum of 3 hours underpinning knowledge training session with the course instructor.

Subjects that the questions will be based on will be covered during the underpinning knowledge training session.

Theory Test

On completion of the underpinning knowledge training, candidates are allowed 45 minutes to undertake a multi-choice question paper. Questions will be based on subjects about:

- Legislation and regulations
- Employer and employee responsibilities
- Safe working practices in quarries
- Machine components and functions
- Pre-use checks and basic maintenance
- Correct operating techniques
- Lifting Operations in quarries
- Hazards in a quarry
- Shut down and securing procedures

To be successful on the theory test, Learners must achieve a minimum of 70% of the total available marks. Learners who achieve a minimum of 85% will be awarded a credit.

Registration

If a Learner meets the required standard, the approved training organisation will make an application to SOLAS for a QSCS registration card. The SOLAS QSCS card is printed and posted to the Approved Training Organisation for distribution to Learners.

Learners who are referred will receive feedback from the assessor, and may be advised to undertake further training.

Assessment Requirements

Should a Learner have any particular assessment requirements i.e. need a translator or reader/writer or any other form of special needs, the approved training organisation **must** be informed well in advance of attending the one day programme so that the appropriate help may be sourced.

Information regarding a Learner's particular requirements will be treated with the strictest confidence by the approved training organisation.

Part 1

**Quarries Skills Certification Scheme
QSCS Mini Digger (CSCS card holder)
Application Details**

Section A **Applicant Details**

Surname Forenames.....
Address
.....
..... Date of Birth:
Tel: PPS Number
SOLAS CSCS Registration Card Number

Section B **Applicant Declaration**

I confirm that the information detailed in this application, and any submitted information is valid, genuine and correct.

Please sign

Section C **Employer Details**

Employer/Company Name.....
Address
.....
..... Postcode.....
Tel:.....

Section D **Employer Confirmation (including self-employed)**

The named individual signing this section must be in a supervisory or managerial position, nominated by the employer organisation.

We/I the employer confirm that:

- the applicant has as least six months full time quarry experience operating as a trainee Mini Digger operator within in the last two years
- The applicant has a valid Mini Digger SOLAS CSCS registration card and FETAC certificate
- The applicant has undertaken Quarry Safety Awareness Training including the following: Employees duties/responsibilities, Health and Hygiene, traffic management, site specific hazards / safety
- The information detailed in this application, and any submitted information is valid, genuine and correct.

Please sign

NamePosition

Section E **Applicant Experience**

Please briefly list work carried out with a Mini Digger for at least six months, including dates and location of work.

Dates from/to	Machine make & model	Location and brief details of work done
<i>Example</i> 9 Jan 14 - 22 May 14	<i>JCB 803</i>	<i>Barron Quarries, Newcastle, Co. Dublin.</i> <i>Excavating, loading dumpers, spreading sub-base stone</i>
		<p style="text-align: right;"><i>(continue on a separate sheet if needed)</i></p>

Part 2

Quarries Skills Certification Scheme

Endorsement of Operating Competence QSCS Mini Digger

Applicant Name.....

This endorsement of operating competence must be completed by an existing or previous employer. This part can only be completed by a supervisor or line manager of the employer.

The endorsing individual should only initial the statements where they can confirm that the applicant can carry out the work. Some endorsements may require the initials of more than one endorser. Copies of this form may be made if there are more than two endorsers signing.

Each statement must be initialled by the endorser. The applicant can only be considered competent providing **all** statements are signed by one or more endorsers in the Endorsers details section.

I consider that the above named applicant is able to competently:	Initials
1. Check, inspect and maintain a Mini Digger for efficient and safe use under quarries site conditions	
2. Strip, remove and segregate material and carry out re-instatements	
3. Load a variety of vehicles i.e. dumpers, etc	
4. Set and excavate to line and level for a variety of excavations	
5. Lift and place loads in relation to quarry works	
6. Park, shut down, secure and leave the digger in a safe condition	
7. Follow given instructions and manufacturers requirements when working with the excavator	

Endorsers Details

Full Name: Date:.....

Company name and address:

.....

..... Postcode: Contact Tel no:

Position: Signature.....