

**MINE HEALTH & SAFETY ACT, 2004
2010 APPLICATION FOR EXAMINATION FOR CERTIFICATE
OF COMPETENCE AS PRODUCTION MANAGER OF AN
ABOVE GROUND and/or UNDERGROUND MINE**

EXPLANATORY NOTES

This application form is to be used by people applying for either an Above Ground Mine Production Managers Certificate of Competence or an Underground Mine Production Managers Certificate of Competence issued under the *Mine Health and Safety Act 2004*. All information pertaining to the requirements for making application and completing the form is to be obtained from the document "2010 Examination Information for Above Ground & Underground Mine Production Managers Certificates of Competence" which can be accessed on the I & I NSW web site at: www.dpi.nsw.gov.au/minerals/safety/resources/qualifications

This information includes, qualification and experience requirements, the examination process and guidance material for preparing for the examination.

LODGEMENT INSTRUCTION

- Applications are to be completed and forwarded to the following address by 7 May 2010:
Metalliferous Mines & Extractive Industries Competence Board
NSW Department of Industry & Investment
Mining Industry Competencies Unit
PO Box 344 HRMC NSW 2310
Tel: 02 4931 6625 or Tollfree: 1300 736 122
Email: metexcompetence.board@dpi.nsw.gov.au
Web: www.dpi.nsw.gov.au/minerals/safety/resources/qualifications
- Copies of certificates or qualifications that are to be attached to this application must be certified by a Justice of the Peace or an I & I NSW Mining Industry Competencies Unit Officer, as having sighted the original document.

APPLICATION CHECKLIST

Please tick the appropriate box to ensure that your application is complete prior to submission to I & I NSW.

Applicant Use Only

- Copy of degree/diploma or other qualification mentioned in 2 below
- Copy of subjects relating to other nominated qualifications, mentioned in 3 below, if appropriate
- Documentary evidence of practical mining experience issued by the relevant mine mentioned in 4 and 5 below.
- Copy of First Aid Certificate, mentioned in 6 below
- Two testimonials evidencing the sobriety and good conduct, as per 7 below
- Application fee of \$200 (NIL GST)
- Sign Statutory Declaration, 9 below

CLASS OF APPLICATION (tick box below)

- Above Ground** **Underground**

(Separate application forms to be lodged if candidate applying for both certificates)



APPLICANT DETAILS (USE CAPITAL LETTERS)

Title: Mr / Miss / Ms / Mrs / Other (please specify) _____ **Family Name** _____

Given Name: _____ **Other Names:** _____

Gender Male / Female (please circle) **Date of Birth:** ___/___/____ **Place of Birth:** _____

Contact telephone No: _____ **Mobile telephone:** _____

E-MAIL: _____

Postal Address: _____

Suburb: _____ **State:** _____ **Postcode:** _____

Home Address: _____

Suburb: _____ **State:** _____ **Postcode:** _____

1 QUALIFICATIONS (certified copies to be attached)

2 OTHER EQUIVALENT QUALIFICATIONS (must be supported by descriptions of subjects completed to gain qualification)

3 EMPLOYMENT HISTORY (complete table of chronological history of all employment. If table not large enough add attachment)

Employers Name	Contact Details	Dates of Employment
1.		
2.		
3.		
4.		
5.		

4 PRACTICAL EXPERIENCE IN AN ABOVE GROUND MINE TO MEET APPLICATION CRITERIA (as set out in the "2010 examinations information" accessed on the I & I NSW web site: www.dpi.nsw.gov.au/minerals/safety/resources/qualifications (complete Summary of Experience Form - Annexure A and attach supporting letters of evidence from the mines)



5 FIRST AID CERTIFICATE (issued by St John Ambulance Australia or other Institution accepted by the Board)

Issued By: _____

Date of Issued: _____

6 TESTIMONIAL EVIDENCE OF APPLICANTS GOOD CONDUCT AND SOBRIETY (complete and attach two testimonials Annexure B)

7 APPLICANT'S STATUTORY DECLARATION

I, _____ of _____

do solemnly and sincerely declare that the above is a true and faithful statement of the particulars required and I make this solemn declaration, conscientiously believing the same to be true, and by virtue of the Oaths Act, 1900.

I also give consent to the making of inquiries of, and the exchange of information with, the authorities of any State or Territory regarding any matter relevant to this application

MADE and signed before me

Signed _____

this day _____

Date _____

of _____ 20

_____ J.P.

_____ J.P. (Number)

PRIVACY COMPLIANCE STATEMENT

This information is collected by New South Wales Department of Industry & Investment (I & I NSW) for the purposes of undertaking an evaluation, assessment and processing of an application for an Above Ground Mine Production Managers Certificate of Competence or an Underground Mine Production Managers Certificate of Competence as required by the Mine Health and Safety Act 2004 and the Mine Health and Safety Regulation 2007.

This information may also be used by I & I NSW for the purpose of confirming applicant details in the event replacement certificates are applied for, and may also be used to establish and maintain a database to assist I & I NSW and its inspectorate with its work generally.

Except for the purposes of prosecution and unless such disclosure is otherwise required by law, the information will not be accessed by any third parties in a way that would identify the individual without the consent of that individual.

You may also apply to I & I NSW to access and correct any information I & I NSW holds if that information is inaccurate, incomplete, not relevant or out of date. Applications should be made in writing to:

Privacy Contact Officer, NSW Department of Industry & Investment, PO Box 344, Hunter Regional Mail Centre, NSW 2310

FOR OFFICE USE ONLY

Date application received: _____

Receipt No: _____

Certificate No: _____

Date of Issue: _____

Comet Event No: _____



ANNEXURE A

SUMMARY OF PRACTICAL EXPERIENCE

Application for Certificate of Competence for Above Ground / Underground (please circle relevant class) Mine Production Manager

Experience Categories	Brief Outline of Experience for each Category	Description of document attached to verify evidence	Period (list actual dates)	Total (months/ weeks)	Signature of employer to verify experience
(a)					
12 months practical					
(b)					
18 months in approved mining work					
2 (c)					
6 months in other approved mining work					

NOTE: The requirements for the work experience categories (a), (b) and (c) in the first column of the table above are set out in the “2010 Examinations Information for Above Ground & Underground Mine Production Managers Certificates of Competence” document. This document can be accessed on the I & I NSW web site at: www.dpi.nsw.gov.au/minerals/safety/resources/qualifications . The experience stated needs to be verified by documentary evidence of the employer at the time preferably on the employers' stationery. If possible the last column should also be signed by an employer at the time verifying the experience.



TESTIMONIAL

Please copy as required.

Metalliferous Mines & Extractive Industries Competence Board
NSW Department of Industry & Investment
Mining Industry Competencies Unit
PO Box 344 Hunter Region Mail Centre NSW 2310

I, (full name)

Of (address)

.....Ph.....

have known (applicant)

for..... years and can testify to his/her sobriety and good conduct.

.....
(Signed)

.....
(Date)



TESTIMONIAL

Please copy as required.

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(Date)