

Dangerous Goods

Training course assessment request checklist >

Under the *Dangerous Goods Act and Regulations* and *Dangerous Goods (Road and Rail Transport) Act and Regulations*, the training for Shotfirers and Drivers Authorisation to gain licences to operate in the Northern Territory must be considered as acceptable to NT WorkSafe.

Details of proposed dangerous goods courses and trainers must be submitted to NT WorkSafe for approval prior to the delivery of training in the Northern Territory.

This checklist has been developed to assist with providing the documented evidence required for initial assessment. However additional information may be requested to ensure clarity of information.

General Information		Staff Competence Information	
<input type="checkbox"/>	Identify the course title and code (if nationally accredited) or the title and codes for Training Package units of competency used in the course.	<input type="checkbox"/>	Provide a documented skills matrix map for all trainers and assessors that will be involved in the delivery and assessment of this course. This information will need to cover as a minimum:
<input type="checkbox"/>	Provide NT WorkSafe with a complete copy of the course curriculum document including a signed letter of copyright clearance from the copyright holder.	<input type="checkbox"/>	The persons' name
<input type="checkbox"/>	Provide a detailed safety management plan for the safe handling, storage and use of explosives and include a detailed inventory of all safety equipment to be available during the delivery and assessment of the training.	<input type="checkbox"/>	Whether they hold either BSZ40198 Certificate IV in Workplace Training and Assessment or TAA40104 Certificate IV in Training and Assessment. A certified copy of the certificate to be provided.
<input type="checkbox"/>	Is your organisation a Registered Training Organisation? If yes provide RTO National Provider Number.	<input type="checkbox"/>	Details of specific vocational qualifications relevant to the training and assessment to be conducted. Provide certified copies of any qualifications or licences.
<input type="checkbox"/>	Is your organisation associated with an RTO for the purpose of delivering this training? If yes provide details of RTO name and National Provider Number.	<input type="checkbox"/>	Details of specific vocational experience/expertise demonstrating the trainer/assessor has vocational competence to the level required for this training. Note: This document should clearly indicate exactly how the trainer/assessor meets the requirements of every part of the training to be delivered and should demonstrate this without the need for additional information being requested. Generic or overarching statements such as '10 years industry experience or 15 years employed by' will not be accepted.

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Learning and Assessment Strategy	Trainer and Student Resources
<input type="checkbox"/> Provide a documented Delivery and Assessment Strategy that as a minimum addresses the following: <ul style="list-style-type: none"> <input type="checkbox"/> Identify the target group for this training. <input type="checkbox"/> Identify the location for this training. <input type="checkbox"/> Provide evidence of industry/stakeholder involvement or consultation in the development of the strategy. <input type="checkbox"/> Provide a list of all resources and facilities essential for the delivery and assessment of this course. This is to include where explosives will be sourced from, the quantities required for each course, the expected quantity to be stored at any one time. <input type="checkbox"/> Identify whether the resources are owned by the organisation or if a lease or hire arrangement will be entered into. <input type="checkbox"/> Identify the delivery method and the delivery schedule for the various course components. <input type="checkbox"/> Identify the assessment method/s to be used and the evidence gathering techniques. <input type="checkbox"/> Identify the process to be used for assessment validation. 	<input type="checkbox"/> Provide the following for the full content of the course: <ul style="list-style-type: none"> <input type="checkbox"/> Learner resources eg Workbook. <input type="checkbox"/> Trainer resources/aids such as: <ul style="list-style-type: none"> <input type="checkbox"/> Session plan. <input type="checkbox"/> Hand out materials. <input type="checkbox"/> Overheads or PowerPoint slides. <input type="checkbox"/> Detailed list of reference materials. <input type="checkbox"/> Competency record book to be used. <input type="checkbox"/> Assessment plan to be provided to the student outlining: <ul style="list-style-type: none"> <input type="checkbox"/> When the assessment is to occur. <input type="checkbox"/> How the assessment will occur (method/s). <input type="checkbox"/> Assessment tool to be used by the assessor providing: <ul style="list-style-type: none"> <input type="checkbox"/> Specific instructions to be provided to the student on tasks. <input type="checkbox"/> Assessment checklist including: <ul style="list-style-type: none"> <input type="checkbox"/> Details of the evidence to be collected through the assessment of each performance criteria or learning outcome. <input type="checkbox"/> Sample questions and examples of acceptable responses.

Please ensure all evidence provided is clearly identifiable, as this will assist NT WorkSafe to assess your application as expeditiously as possible.

Useful websites

<http://www.ntis.gov.au/> - National Training Information Service.

<http://www.training.com.au/> - your single point of access to the vast range of vocational education and training information, products and services in Australia.

NT WorkSafe >

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