

MSMPER300

Issue Work Permits (Half-Day Course)



This course **MSMPER300 Issue work permits** Unit of Competency is a training course designed to equip individuals with the skills and knowledge necessary to issue work permits to the minimum national certification standards in various industrial and workplace environments. Work permits are formal documents that authorise specific tasks or activities to be carried out within a workplace, ensuring that proper safety measures are in place to protect workers, equipment, and the environment.

The pre-requisite for this unit is MSMWHS201 Conduct hazard analysis.

LEARNING MODULES:

- Conduct risk assessments.
- Monitoring and compliance.
- Legal and regulatory requirements.
- Validity processes.
- Reporting and record keeping obligations.
- Documentation of actions or inactions.
- Understanding permit systems.
- Permit issuance procedures.
- Communication and coordination.
- Identify hazards and hazard controls.

At the successful completion of this course, the candidate will receive the Statement of Attainment and a wallet-size card* inclusive of the Nationally Accredited course information, student name and course attended date.

(* Raines Resources will issue an SOA and card after full payment is received).



Raines Resources Pty Ltd - RTO 46582
Suite 12, Riseley Corporate Centre,
135 Riseley Street, Booragoon WA 6154
ABN: 29 674 339 271
Ph: (08) 6319 5300
info@rainesresources.com.au

TRAINING DETAILS:

- Course Times:**
- Face to Face:** 8:00am until 12:00pm (please arrive 15 minutes earlier for registration and ID verification) other times by negotiation.
- Experienced or credit transfer students:** 10:00 am until 12:30pm (please arrive 15 minutes earlier for registration and ID verification).
- RPL students:** By appointment, length of time required will vary based on evidence provided.
- Blended:** Self-paced learning and theory assessment with a face to face practical assessment. This can take up to 60 minutes for new learners and less time for experienced operators. Morning session 8:00am to 11:00am. Afternoon session 1:00pm to 4:00pm (subject to class numbers).
- Online:** Self-paced learning, theory assessment and practical assessment. The timed theory assessment 1-2 hours and document upload submission for practical portion.
- Age Requirements:** All learners must be at least 18 years of age.
- Literacy and Numeracy:** Participants must have a basic level of English proficiency (written and verbal communication) Numeracy Participants require the knowledge of how to use a calculator.
- Digital Literacy:** Online learners will require access to a computer with an internet connection, have the knowledge to access emails, login to the online training portals, have access to video conferencing, upload documents when required and submit assessments.
- In some instances, in modern mining and construction settings you may be required to enter/log information into an electronic record keeping devise or use computerised equipment to operate various types of machinery and processes.
- Delivery:**
- Option 1:** Face to face training and assessment in a simulated workplace environment.
- Option 2:** Self-paced learning/theory assessment completed online and a scheduled face to face practical assessment.
- Option 3:** Self-paced learning, theory assessment and practical assessment.
- Payment Method:** Credit card, direct funds transfer with a bank receipt, or a company purchase order refer to our finance policy for further details.



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What to bring: **1 Photo ID** (e.g. Driver's Licence, Passport [current or expired being no more than 2 years from the expiry date], WA proof of age card or other Australian Government issued ID card with photo).

1 Secondary ID (e.g. Medicare Card, telephone, gas, electricity account not more than 12 months old) or current WorkSafe licence (if any).

Clothing: Long sleeve shirt, long pants and enclosed shoes.

Location: Online or at Unit 12/135 Riseley Street Booragoon WA.

ASSESSMENT COMPONENTS:

- Theory.
- Practical.

CANCELLATION / REFUND:

Refer to our refund policy.

COST OF THE COURSE:

Face to Face/Blended:	\$150.00	(GST Free)
Online:	\$125.00	(GST Free)

For group or corporate bookings, arrangements can be made for a Trainer to attend your site. Please contact our booking team on (08) 6319 5300 or email info@rainesresources.com.au for further details.

VOC / Refresher Course:

Please contact the booking team.

CTF Funding Information:

The Construction Training Fund may subsidise up to 70% of cost for eligible course for persons successfully completing an eligible CTF funded face to face course. Students have up to 1 year from the successful completion date to make a claim. To make a claim email inquiries@ctf.wa.gov.au

Credit Transfer:

Credit transfer is available on all courses provided substantiating evidence is supplied.

Recognised Prior Learning:

RPL is available for students on most courses, in some instances due to the complexity of RPL validation process the RPL fee may exceed the actual course cost.

Students seeking Recognition of Prior Learning (RPL) are not required to complete standard training assessments where sufficient evidence of existing competency can be demonstrated. However,



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assessors must ensure that all unit requirements, including knowledge evidence, performance evidence, and assessment conditions are satisfactorily met.

Additional supplementary questions, competency conversations, or practical demonstrations may be required where evidence provided is insufficient.

If you wish to apply for RPL please contact our bookings team on the above details to discuss.