2016 Course Catalogue

Skills for a Sustainable Future

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4WD OPERATION TRAINING

Aims and Outcomes
This course gives candidates the necessary skills and knowledge to safely and efficiently operate and perform basic maintenance and recovery of a 4WD vehicle.

Candidates will be able to perform pre-departure checks, identify components and fault finding, use vehicle correctly in a range of terrains, use a single snatch strap and other recovery techniques, perform routine maintenance and report faults.

Prerequisite
It is expected candidates have a current drivers licence.

Course Content
The 4WD Operation Training Plan is based on competencies within the Australian Qualification Framework (AQF):


- Plan Work – job requirements and documentation; programming and priorities site hazards; environmental management; emergency procedures; PPE; other works; traffic management; signals in accordance recognised Standards.
- Identify four-wheel drive specific terms, terminology and techniques
- Plan for minimal environmental impact
- Perform pre-departure checks
- Use the features of a four-wheel drive vehicle to drive in a variety of terrain types
- Use a single snatch strap to recover a vehicle
- Perform maintenance and minor repairs on four-wheel drive vehicles
- Clean up and remove control measures; report findings to appropriate person

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in 4WD Operation.

Duration
2 days

Maximum Candidates
8 persons
ADVANCED SCAFFOLDING

Aims and Outcomes
This course is designed for participants to gain the necessary skills to plan, prepare and complete advanced scaffolding work. Candidates will be able to safely and efficiently select and inspect gear; construct and dismantle hung scaffolds.

Prerequisite
Candidates must hold an Intermediate Scaffolding Certificate of Competency.

Course Content
The Advanced Scaffold Training Plan is based on competencies within the Australian Qualification Framework (AQF), and includes:

- Legislation in the Workplace - HSE Acts and Regulations; Applicable Standards; Codes of Practice and Company Procedures
- Bends & Hitches - Bowline; clove hitch; timber hitch; rolling hitch; use of gin wheels
- Plan Work - Site requirements and rules; site hazard identification; communication and team work; emergency procedures; priorities; scaffold fit for the purpose
- Scaffold Components - Identify scaffold components and use; identify damaged components; follow company report, isolation and tagging procedures
- Tube and Coupler Scaffolds - Suspended; hung. Minimums and Maximums for Suspended & Hung Scaffolds - Counter levering/counter weight; tying of scaffolds
- Estimation of Material - Design scaffold/take off quantities; obtain quantity for scaffold erection
- Practical Training and Assessment - Erect suspended/hung scaffolds; dismantle scaffold; stow gear correctly; tidy area and handover

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Advanced Scaffolding.

Duration
5 days

Maximum Candidates
10 persons
APPLY FIRST AID

Aims and Outcomes
This course aims to develop the knowledge and skills for an employee to manage emergency First Aid situations in a range of workplace environments and deliver competent emergency care until professional medical support (Emergency response team) arrives.

Prerequisite
There are no pre-requisites.

Course Content
The Apply First Aid training plan is based on competencies within the Australian Qualification Framework (AQF), and include:

- Apply the principals of First Aid
- Recognition and management of emergency situations
- Cardiopulmonary resuscitation (CPR)
- Unpacking and applying a defibrillator
- Treatment of wounds, shock and severe bleeding
- Treatment of infection, shock, fractures, bleeding and burns, sprains and strains
- Emergencies due to lack of oxygen, excess heat or cold
- Recognition and management of medical conditions that may need emergency care, including heart attack, stroke, asthma, anaphylaxis, diabetes and epilepsy
- Management of common workplace medical emergencies
- Treatment of poisoning including venomous bites and stings
- Safe manual handling techniques

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Apply First Aid.

Duration
2 days

Maximum Candidates
15 persons
BACKHOE & FRONT END LOADER OPERATION

**Aims and Outcomes**
Many loader operators have gained experience by just “having a go”. This course is designed to provide candidates with formalised training and assessment in the safe and efficient use of a Backhoe/Front End Loader.

On completion, candidates will be able to conduct pre-start and pre-operational checks; recognise danger areas and operate a back hoe/ front end loader correctly and safely through all areas of operation.

**Prerequisite**
There are no prerequisites, however previous logged hours under supervision is desirable.

**Course Content**
The Backhoe/ Front End Loader Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace** – HSE Acts and Regulations; Specific regulations and International Standards; Codes of Practices and Company Procedures.
- **Plan Work** - Site requirements and rules; site hazard identification; emergency procedures; priorities; machine requirements/work identified and verified from job specifications; site plans.
- **Operate Machinery** - Main components identified; pre-start and pre-operational checks; capabilities and limitations; operational efficiency determined by ground and weather characteristics; operated in a safe manner.
- **Practical Training** - Loads shifted/transferred in accordance with job requirements in a safe manner; excavation, levelling and grading techniques; engineering principles loading a truck; stock pile work appropriate attachments & accessories used.

**Certification**
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Back Hoe/ Front End Loader Operation.

**Duration**
Maximum of 14 hours over 2 days (duration is dependant on experience).

**Maximum Candidates**
8 persons
BASIC LEVELLING (CIVIL)

Aims and Outcomes
This course is designed for candidates to gain the necessary skills and knowledge to safely and efficiently use automatic and laser levelling devices including:
- Offsetting works
- Setting our levelling devices; and
- Recording and reducing levels

Prerequisite
There are no prerequisites for this course.

Course Content
The Basic Levelling Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- Plan Work – job requirements and documentation; programming and priorities site hazards; environmental management; emergency procedures; PPE; other works; traffic management; signals in accordance recognised Standards.
- Tools and equipment – selection, use, inspection, calibration and maintenance
- Levelling – establish offsets; set up and use of levelling device; calculations; laser levels
- Clean up and remove control measures; report findings to appropriate person

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Basic Levelling (Civil).

Duration
5 days

Maximum Candidates
8 persons
BASIC RADIOPROTECTION SAFETY

Aims and Outcomes
This course is designed to allow candidates to gain an understanding of the hazards and risks associated with work involving ionising radiation, which will enable them to undertake risk assessments, develop safe systems of work, and to be able to implement contingency plans identified from such risk assessments.

Prerequisite
There are no pre-requisites to this course.

Course Content
The Basic Radioprotection Safety training plan is based on competencies within the Australian Qualification Framework (AQF), and include:

- Relevant legislation, codes of practice and company procedures
- The properties of ionising radiation.
- Units used in radiation protection.
- The biological effects of radiation.
- Radiation protection practices.
- Risk assessment.
- Selection and use of radiation monitors.
- Transport of radioactive materials.
- Safe working practice with NORM and the management of NORM waste
- Safety aspects of nucleonic instrumentation.
- Industrial radiography.
- Unsealed sources of ionising radiation.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills certificate in Basic Radioprotection Safety.

Duration
1 day

Maximum Candidates
15 persons
BASIC RIGGING – STEEL ERECTION

Aims and Outcomes
This course is designed for participants to gain the necessary skills to plan, prepare and safely carry out steel erection activities. On completion of this course, participants will be able to safely operate load shifting and positioning devices, understand steel erection terminology, interpret plans/ specifications, install and operate materials hoists, carry out placement and positioning of pre-cast concrete sections.

Prerequisite
Candidates must have completed an approved Rigger and Slinger course

Course Content
The Basic Rigging Steel Erection Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace** - HSE Acts and regulations; Specific regulations dealing with load shifting and steel erection
- **Plan Work** - Crane type and capacity requirements; Site requirements and rules; site hazards; priorities; emergency procedures; signals in accordance recognised Standards
- **Fibre Rope** - Tag lines; Bends & Hitches; Slings - inspections; W.L.L - breaking strain
- **Steel Erection** - Columns; beams; braces; Trusses/Rafters; Structural bolts; nuts & washers; Erection plan reading
- **Material hoists cantilevered** - Erection & Dismantling procedure in-line with manufacturer’s specifications
- **Placement of Pre - cast concrete** - Relevant procedures and techniques
- **Movement of Plant & Equipment** - Use of chain blocks; chain pullers; wire rope pullers; Knowledge of skids; skates; turnbuckles; purchases; winches; block and tackle; Calculation of loads in a purchase & rope storage; using appropriate formula
- **Practical Training** - Erect steel frame building using prepared plan; tools & equipment and demonstrate safe work at heights; Rig Purchase System using F.S.W.R. & Tirfor, Rig Tackle Block & I.D. Components

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Basic Rigging – Steel Erection.

Duration
4 days

Maximum Candidates
10 persons
BASIC SCAFFOLDING

Aims and Outcomes
This course is designed to give candidates the necessary skills and knowledge to plan, prepare and complete basic scaffolding work.

On completion, candidates will be able to safely and efficiently inspect equipment; work with fibre ropes; construct and dismantle modular scaffolds.

Prerequisite
There are no prerequisites for this course.

Course Content
The Basic Scaffold Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace** - HSE Acts and Regulations; Applicable Standards; Codes of Practice and Company Procedures.
- **Bends & Hitches** - Bowline; clove hitch; timber hitch; rolling hitch; use of gin wheels.
- **Plan Work** - Site requirements and rules; site hazard identification; emergency procedures; priorities; scaffold fit for the purpose.
- **Scaffold Components** - Identify scaffold components and use; identify damaged components.
- **Modular Systems** - Identify individual modular systems; their advantages/disadvantages.
- **Tube and Coupler** - Use to modify modular systems.
- **Ground Bearing Pressure** - Live load; dead load.
- **Minimums and Maximums** - Lift height bay width, length light/medium/heavy duty scaffolds; bracing of scaffolds; tying of scaffolds.
- **Estimation of Material** - Design scaffold/take off quantities; obtain quantity for scaffold erection.
- **Practical Training and Assessment** - Erect modular scaffold; use tube and coupler where necessary to modify; tag completed scaffold.
- **Dismantle Scaffold and Stow Gear** - Dismantle scaffold; stow gear correctly; tidy area, hand-over.
Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Basic Scaffolding.

Duration
5 days

Maximum Candidates
10 persons
BASIC SMAW– STRUCTURAL WELDING

Aims and Outcomes
This course is designed to give candidates the necessary skills to carry out basic structural welding using the SMAW (Stick Metal Arc Welding) process to a consistent standard.

The training also covers basic welding knowledge including, welding safety; equipment setup; joint terminology; electrode types; distortion control, and workmanship practices.

Prerequisite
There are no prerequisites for this course.

Course Content
The Basic Structural Welding Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- Safe welding practices
- SMAW processes, equipment and setup
- Current and voltage settings, electrodes and other variables to suit typical situations
- Electrode properties and applications
- Weldability and properties of metals welded using SMAW
- Weld preparation
- SMAW welding techniques
- Post welding treatments
- Weld defects
- Requirements to conform to standard weld procedures – AWS, DNV or equivalent

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Basic SMAW - Structural Welding.

Duration
10 days

Maximum Candidates
10 persons
BULLDOZER OPERATION

Aims and Outcomes
Many operators have gained experience by just “having a go”. This course is designed to provide candidates with formalised training in the safe and efficient use of a Bulldozer.

On completion candidates will be able to conduct pre-start and pre-operational checks; identify hazards and control risks; and operate a bulldozer competently through all of its functions.

Prerequisite
There are no prerequisites, however previous logged hours under supervision is desirable.

Course Content
The Bulldozer Operation Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- Legislation in the Workplace – HSE Acts and Regulations; Specific regulations and International Standards; Codes of Practice and Company Procedures.
- Plan Work - Site requirements and plans; local hazard identification and risk control; emergency procedures; priorities; machine requirements/work identified and verified from job specifications.
- Operate Machinery - Main components identified; pre-start and pre-operational checks; capabilities and limitations; operational efficiency determined by ground and weather characteristics.
- Practical Training and Assessment - Material shifted/transferred in accordance with job requirements; excavation, levelling, benching, grading techniques; engineering principles; stock pile work appropriate attachments and accessories used.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Bulldozer Operation.

Duration
Maximum of 14 hours over 2 days (duration dependant on experience).

Maximum Candidates
8 persons
CONTROL OF SUBSTANCES HAZARDOUS TO HEALTH (COSHH)

Aims and Outcomes
This course aims to give participants the necessary skills and knowledge in controlling exposure to hazardous substances. Candidates will learn the nature and risks associated with hazardous substances, appropriate control measures, relevant legislation, responsibilities and COSHH assessments.

Prerequisite
It is expected candidates have previous basic risk management training.

Course Content
The Control of Substances Hazardous to Health (COSHH) training plan is based on competencies within the Australian Qualification Framework (AQF), and include:

- Assessment of risk to health
- Determination of the steps needed to meet the requirements of the COSHH Regulations
- Responsibilities under the Regulations
- Prevention or control of exposure
- Ascertain that controls are properly used & maintained
- Introduction of monitoring & health surveillance where required
- Information, instruction & training

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Control of Substances Hazardous to Health (COSHH).

Duration
1 day

Maximum Candidates
12 persons
CONCRETE FORMWORK

Aims and Outcomes
This course is designed to give participants the necessary skills to safely and effectively carry out concrete formwork.

The training covers basic interpretation of plans and specifications, safe work practices, tools and equipment, construction, erecting and stripping of formwork.

Prerequisite
There are no prerequisites for this course.

Course Content
The Concrete formwork Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Safe work practices** – PPE, site requirements and rules, site hazards, priorities, emergency procedures
- **Roles and responsibilities of a concrete form worker**
- **Interpretation of plans and specifications**
- **Tools and equipment used for formwork installation and removal**
- **Erecting formwork** – construction and erection of formwork shutters and edge bracing
- **Stripping formwork** – removal sequence of edge boxing and bracing/strutting supports
- **Practical Training** – Construct, erect and strip formwork in accordance with a plan/specification

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Concrete Formwork.

Duration
5 days

Maximum Participants
10 persons
DANGEROUS GOODS TRAINING (ROAD)

Aims and Outcomes
This course aims to give participants the necessary skills and knowledge in the safe loading, conveying and off-loading of dangerous goods according to legal, organisational and manufacturers requirements. Candidates will gain an understanding of DG types, characteristics, handling, transport, loading and unloading techniques; responsibilities and emergency response.

Prerequisite
It is expected candidates have suitable transport drivers licences.

Course Content
The Dangerous Goods Training (Road) training plan is based on competencies within the Australian Qualification Framework (AQF), and include:

- Recognition of dangerous goods
- Segregation
- Hazchem code
- Packaging approvals
- Vehicle marking requirements
- Documentation
- Site-specific dangerous and hazardous substances
- Emergency response

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Dangerous Goods Training (Road).

Duration
1 day

Maximum Candidates
12 persons
DERRICK CRANE OPERATION

Aims and Outcomes
This course aims to give candidates the necessary skills and knowledge to operate a derrick crane safely, competently and efficiently. Candidates will learn all aspects of lifting and transferring equipment using a derrick crane in a range of environments and conditions.

Prerequisite
It is recommended that candidates are trained and competent in Rigging and Slinging operations, and have logged hours in crane operation.

Course Content
The Offshore Crane Operation Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- Relevant WHS legislation, Australian Standards, Norsok R-003, IMCA, Codes of Practice, manufacturer’s instructions and company lifting procedures
- Plan and preparation including Risk Management procedures
- Conduct routine checks of the crane - pre-operational equipment checks; start up procedures and check crane controls; communication systems; emergency safety devices
- Communicate job sequencing; advising team members; identify and use various communication methods
- Operate derrick crane – determine load destination and check landing area; conduct trial lifts; lift, move and place loads; response to changes; communicate to coordinate safe movement
- Shutdown crane and review operations – clear and dispose of materials; shut down crane; complete work completion procedures; Review operations, report and record findings

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Derrick Crane Operations.

Duration
5 days

Maximum Candidates
8 persons
ELEVATED WORK PLATFORM/MAN LIFT

Aims and Outcomes
This course is designed to give candidates the necessary skills and knowledge to plan; prepare and complete Elevating Work Platform/Man Lift work to a safe; efficient and recognised standard.

On successful completion of this course candidates will be able to conduct routine checks; plan work; check controls; safely operate to full capacity and shut down elevated work platform.

Prerequisite
There are no prerequisites for this course.

Course Content
The Elevated Work Platform/Man Lift Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace** – Relevant HSE Acts and Regulations; AS 2550.10; company procedures and manufacturer’s instructions; operator responsibilities.

- **Plan Work** - Elevating work platform type and reach requirements; job requirements; priorities; workplace rules and procedures; hazard identification and risk control; communication and emergency procedures; spotter.

- **Pre-start/Pre & post-operational inspections** – use of logbook; hydraulic; electrical; mechanical and structural integrity and fault identification; recording; reporting and tagging procedures.

- **Elevating Work Platform/Man Lift Operation** – set up outriggers/stabilisers (if applicable); machine limitations; live load; safe operation and positioning for task.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Elevated Work Platform Operations.

Duration
3 days

Maximum Candidates
10 persons
ENTER AND WORK IN CONFINED SPACES

Aims and Outcomes
The aim of this training is to provide candidates with the necessary knowledge and skills to safely and efficiently enter and work in confined spaces.

It provides candidates with knowledge of governing standards; legislative requirements and Company Procedures for entering and working in confined spaces.

Prerequisite
There are no prerequisites for this course.

Course Content
The Enter and Work in Confined Spaces Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace** - HSE Acts and Regulations; Code of Practices; International Standards; Company Procedures relating to Entering and Working in Confined Spaces.

- **Definition of Confined Space** – Confined Space definition; types of confined spaces.

- **Plan Work** - Job at hand; hazards of a confined space; risk assessment procedures; control measures; training requirements; permit requirements; procedures; types of work and restrictions.

- **Personal Protective Equipment types** – Breathing equipment; rescue gear; gas monitoring equipment; firefighting equipment.

- **Practical assessment** – Prepare risk assessment documentation; set up work site; safe access into confined space.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Enter and Work in Confined Spaces.

Duration
1 day

Maximum Candidates
10 persons
EXCAVATOR OPERATION

Aims and Outcomes
Many operators have gained experience by just “having a go”. This course is designed to provide candidates with formalised training in the safe and efficient operation of an Excavator.

On completion candidates will able to conduct pre-start and pre-operational checks; recognise danger areas and operate an excavator safely and competently through all areas of operation.

Prerequisite
There are no prerequisites, however previous logged hours is desirable.

Course Content
The Excavator Operation Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace** – HSE Acts and Regulations; Specific regulations and International Standards; Codes of Practice and Company Procedures.

- **Plan Work** - Site requirements and rules; site hazard identification; emergency procedures; priorities; machine requirements/work identified and verified from job specifications; site plans.

- **Operate Machinery** - Main components identified; pre-start and pre-operational checks; capabilities and limitations; operational efficiency determined by ground and weather characteristics; operated in a safe manner.

- **Practical Training** - Loads shifted/transfered in accordance with job requirements in a safe manner; excavation, levelling and grading techniques; engineering principles loading a truck; stock pile work appropriate attachments and accessories used.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Excavator Operation will be issued.

Duration
Maximum of 14 hours over 2 days (duration dependant on experience).

Maximum Candidates
8 persons
FIRST RESPONSE TO FIRE

Aims and Outcomes
This course aims to give participants the ability to explain and demonstrate the skills necessary to combat and control small workplace fires safely. Importantly, candidates will learn when it is not safe to take these actions, and what to do in such cases.

The course will teach employees to control small uncomplicated fires, using a fire extinguisher, hose reel or a fire blanket in accordance with company procedures.

Prerequisite
There are no prerequisites for this course.

Course Content
The first response to fire training plan is based on competencies within the Australian Qualification Framework (AQF), and include:

- Preparation for fire emergency situations
- Identification and assessment of fire situations
- Safe confinement of fire emergencies where possible
- Use of initial response (first attack firefighting) equipment
- Reporting of workplace fire response

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in First Response to Fire.

Duration
1 day

Maximum Candidates
12 persons
FORKLIFT OPERATION

Aims and Outcomes
This course aims to give candidates the necessary skills and knowledge to plan, prepare and operate a counterbalanced forklift safely and efficiently.

On completion of this course candidates will be able to conduct routine checks, plan work, check controls, operate, drive safely, shift various load types and shut down a forklift truck.

Prerequisite
There are no prerequisites for this course.

Course Content
The Forklift Operation Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- Relevant WHS legislation; International Standards; Codes of Practice; manufacturers instructions and company plant and lifting procedures.
- Risk management relevant to forklift operation.
- Forklift types and characteristics; components.
- Pre-start; pre-operational checks.
- Capacity, stability CoG, load characteristics and load centre.
- Driving/Lifting/Operation – safe use.
- Communication and team work.
- Shut down, inspection; handover procedures and tagging; isolations; company documentation.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Forklift Operations.

Duration
3 days

Maximum Participants
10 persons
GAS TESTER - AUTHORISED

Aims and Outcomes
This course aims to give participants the necessary skills and knowledge to undertake testing and sampling of hazardous environments, including: types and selection of gas detectors; sampling regimes and techniques; inspections and maintenance; calibration and bump tests; risk management when sampling; gas types, characteristics and toxicity; lower and upper explosive limits; permits; company gas testing procedures and applicable legislation.

Prerequisite
It is expected candidates will hold confined space unit of competency.

Course Content
- Relevant WHS legislation, Australian Standards, Codes of Practice, manufacturers instructions and company procedures
- Risk management and confined space entry procedures
- Permits
- Types and selection of gas detectors
- Inspections and maintenance; calibration and bump tests
- Gas and atmospheric conditions and characteristics including, toxicity and UEL/LEL
- Sampling regimes for different environments/gases

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Gas test Atmospheres.

Duration
1 day

Maximum Candidates
10 persons
USE HAND TOOLS

Aims and Outcomes
This course is designed to give candidates the necessary skills and knowledge to safely and efficiently use a variety of common hand tools in a range of environments, applications and situations.

Candidates will be able to undertake appropriate risk assessment for each tool and situations, implement appropriate control measures, identify and act on faults, use the tool for best performance and outcomes as per manufacturers specifications.

Prerequisite
There are no prerequisites for this course.

Course Content
The hand held tools Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- Plan Work – job requirements and documentation; programming and priorities site hazards; environmental management; emergency procedures; PPE; other works and workers; implement control measures.
- Electrical Safety
- Tools and Equipment – selection, use, inspection, common faults, calibration, care and maintenance
- Select the correct tool for the task, use efficiently and as per manufacturers specifications
- Clean up and remove control measures, housekeeping.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Use Hand Tools.

Duration
2 days

Maximum Candidates
8 persons
HEAVY PLANT SPOTTER

Aims and Outcomes
This course is designed to provide candidates with formal training and assessment in the duties and responsibilities of a spotter and working around Heavy Plant.

On completion candidates will be able to plan the task, identify hazards and implement controls, gain an understanding of different types of plant, communicate with operator and others, respond to emergencies and control access to the area.

Pre requisite
There are no prerequisites for this course.

Course Content
The Heavy Plant Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Job Planning** – hazard identification and risk control relevant to task; permits to work; crew and plant interactions; emergency response planning; working at night.

- **Types of Plant** – use, limitations and hazards associated with various civil plant; blind spots; signs of damage/faults. E-stops, fire suppressants and other emergency response devices.

- **Communication** – verbal; hand signals; radio (including emergency channels and protocol); horn blasts and other Company Procedures. With plant operator and others in the workplace

- **Spotting Duties** – controlling access to unauthorised personnel and vehicles; ensure safe entry of authorised personnel and vehicles; set up control measures including barricades, signs and lights.

- **Complete Task** – shift handover notes and communication; report faults hazards and outcomes; secure site or remove hazard controls and clean up.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate of Heavy Plant Spotter.

Duration
Maximum of 8 hours

Maximum Candidates
8 persons
IMO LEVEL 1 / FIRST RESPONDERS

Aims and Outcomes
This course is designed for all technicians or supervisors who will participate in oil spill response teams or manage logistics and waste disposal in the field. In addition this course will provide an in-depth introduction to oil spill response. Candidates will gain an understanding of the weathering process of oil in the marine environment, be able to implement an efficient shoreline clean-up utilising different response techniques, selecting appropriate equipment and managing spill response teams on-site.

Prerequisite
There are no pre-requisites.

Course Content
The IMO Level 1 / First Responders training plan includes:

- Site and Risk assessments
- Health and Safety
- Selecting the most appropriate response equipment
- Selecting and implementing clean-up strategies
- Environmental issues in spill response
- Waste disposal
- Managing spill response teams
- Dealing with the media
- Record keeping
- Practical exercises and demonstrations
- Theoretical exercises

Certification
On successful completion of the training, candidates will be awarded the IMO certificate: IMO IMO LEVEL 1.

Duration
3 days

Maximum Candidates
15 persons
IMO LEVEL 2 / SCENE COMMANDERS

Aims and Outcomes
This course is designed for onsite coordinators who will lead or supervise oil spill response teams and those with support responsibilities within an incident command or emergency team. Candidates will gain an understanding of the safe and efficient response to oil spills, be able to undertake initial assessments of spill risk, initiate a response to an oil spill, identify priorities for protection, choose the correct response options, identify the limitations of response options and equipment and understand the needs of the media.

Prerequisite
It is recommended candidates have attended the IMO Level 1 course.

Course Content
The IMO Level 2 / Scene Commanders training plan includes:

- Causes and fate of oil spills
- Environmental issues
- Contingency planning
- Health and Safety
- Oil spill management and response
- Use of dispersants
- Containment, recovery and protection
- Shoreline clean-up
- Waste handling
- Terminating response
- Post response operations
- Media handling
- Practical exercises and demonstrations
- Theoretical exercises

Certification
On successful completion of the training, candidates will be awarded the IMO certificate: IMO LEVEL 2.

Duration
4 days

Maximum Candidates
15 persons
IMO LEVEL 3 / SPILL MANAGEMENT

Aims and Outcomes
This course is designed for all senior managers, administrators and senior officials who may be involved in planning for or managing the response to an oil spill.

Candidates will gain an understanding of the complexities of oil spill management and consider the political and media pressures, the safety issues concerning response personnel and the public and the post-operational requirements.

Prerequisite
It is recommended candidates have attended the IMO Level 1 course.

Course Content
The IMO Level 3 / Spill Management training plan includes:
- Effective response organisations
- Causes, fate and consequences of oil spills
- The roles of Government and other key stakeholders
- Legal frameworks and international conventions
- Liability for claims and compensations
- Risk assessment
- Contingency Planning
- The Incident Controller
- Response options
- Operational limitations of response strategies
- Resource requirements
- Terminating a response
- Media awareness
- Theoretical exercises

Certification
On successful completion of the training, candidates will be awarded the IMO certificate: IMO LEVEL 3.

Duration
3 days

Maximum Candidates
15 persons
HIGH VOLTAGE (HV) AWARENESS

Aims and Outcomes
This course is designed to give participants the essential knowledge and associated skills to identify and control hazards associated with working on or near high voltage electrical equipment. To provide participants with a better understanding of the dangers of not checking, testing and failure to lock out tag out.

Prerequisite
There are no prerequisites for this course.

Course Content
The HV Awareness Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- Select appropriate protective clothing for working on are near HV equipment
  - Clothing, helmet, gloves, boots, eye protection

- Explain the principles of safe working areas
  - Limits of approach, non-electrical personnel, plant areas, safety observers,
  - Live HV work, dead HV work
  - Touch potential, step potential
  - Testing and earthing principles, portable earths
  - Isolating mechanisms and interlocks
  - Lock out tag out principles for dead (no power)

- Summarise the procedures involved in working on or near HV equipment
  - Earthing requirements, placing earths, location of earths, capacitors and cables, induction, locking

- Observe all necessary safety precautions
  - Job hazard analysis
  - Permit procedures, Isolation and tagging
  - Emergency procedures

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in High Voltage (HV) Awareness.

Duration
1 day

Maximum Candidates
10 persons
INTERMEDIATE SCAFFOLDING

Aims and Outcomes
This course is designed to give candidates the necessary skills and knowledge to plan, prepare & complete intermediate scaffolding work.

On completion candidates will be able to select and inspect equipment; dismantle scaffolding; construct tube and coupler type scaffolding; construct platforms and spurs and lash platforms.

Prerequisite
Candidates must hold a Basic Scaffolding Certificate of Competency.

Course Content
The Intermediate Scaffold Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace** - HSE Acts and Regulations; Applicable Standards and Codes of Practice.
- **Bends & Hitches** - Bowline; clove hitch; timber hitch; rolling hitch; use of gin wheels.
- **Plan Work** - Site requirements and rules; site hazard identification; emergency procedures; priorities; scaffold fit for the purpose.
- **Scaffold Components** - Identify scaffold components and use; identify damaged components.
- **Tube and Coupler Scaffolds** - Independent tower; circular spurred; birdcage; putlog.
- **Minimums and Maximums for Tube & Coupler** - Lift height; bay width, length light/medium/heavy duty scaffolds; bracing of scaffolds; tying of scaffolds.
- **Estimation of Material** - Design scaffold/take off quantities; obtain quantity for scaffold erection.
- **Practical Training** - Erect independent tube and coupler scaffold; dismantle scaffold and stow gear - dismantle scaffold; stow gear correctly; tidy area and handover.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Intermediate Scaffolding.

Duration
5 days

Maximum Candidates
10 persons

www.futuroskills.com
INTERNATIONAL TRAUMA LIFE SUPPORT (ITLS)

Aims and Outcomes
This course is designed to give trained medical professionals (paramedics, nurses and doctors and other hospital care) the ability to evaluate and stabilise a trauma patient. Successful candidates will be able to identify common mechanisms of injury leading to trauma; develop the skills required from rapid assessment and resuscitation and perform methods for patient packaging and transport.

Prerequisite
Advanced level practitioner

Course Content
The International Trauma Life Support (ITLS) training plan is based on competencies within the Australian Qualification Framework (AQF), and include:

- Scene Size Up
- Patient Assessment and Initial Management
- Shock Evaluation and Management
- Trauma to Chest and Abdomen
- Trauma to Head and Spine
- Trauma to Extremities
- Trauma to Burns
- Trauma in Pregnancy
- Trauma in Children
- Trauma in The Elderly
- Treatment of Patients under the Influence of Alcohol or Drugs
- Packaging and transportation of Trauma patients

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in International Trauma Life Support (ITLS).

Duration
2 - 3 days

Maximum Candidates
10 persons
INTRODUCTION TO BALANCING MACHINERY

Aims and Outcomes
This course is designed to give participants an understanding of the principles machinery balancing.

It provides knowledge on machinery balancing methods, measurement, limits and correction methods, and equipment used.

Prerequisite
There are no prerequisites for this course.

Course Content
The Introduction to Condition Monitoring Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- Principles of machinery balancing – Types of unbalance, limits, types of rotors, methods of correction
- Balancing methods – Field balancing, use of stroboscopes, use of balancing machines, recording and interpreting results
- Hazards and specific safety requirements for machine balancing

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Introduction to Balancing Machinery.

Duration
2 days

Maximum Candidates
10 persons
INTRODUCTION TO CONDITION MONITORING

Aims and Outcomes
This course is designed to give participants an understanding of the principles and application of condition monitoring programs.

It provides knowledge on condition monitoring practices, measurement, route based monitoring, machine diagnostics, and equipment used.

Prerequisite
There are no prerequisites for this course.

Course Content
The Introduction to Condition Monitoring Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Principles of condition monitoring** – Introduction to equipment availability, states of condition, and monitoring tools
- **Methods of equipment condition monitoring** – Route based monitoring, portable machine diagnostics, online machine monitoring and protection monitoring
- **Equipment Critically index** – Critical and essential equipment
- **Common conditions monitored** – Vibration, noise, temperature
- **Measurement** - Considerations, frequency response, monitoring procedures and checklists.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Introduction to Condition Monitoring.

Duration
2 days

**Maximum Candidates**
10 persons
INTRODUCTION TO FLANGE JOINT INTEGRITY

Aims and Outcomes
This course is designed to give participants an understanding of the principles and requirements for flange joint integrity. It provides knowledge on flange joint types, gasket types, materials, and methods for assembly and disassembly of flanged joints.

Prerequisite
There are no prerequisites for this course.

Course Content
The Introduction to Flange Joint Integrity Plan is based on competencies within the Australian Qualification Framework (AQF):

- Principles of flange joint integrity
- Flange joints – Types, materials, dimensions, flange facings and surface finish
- Gaskets – Types, selection, materials and applications
- Flange joint management – Job preparations, assembly and disassembly methods, bolt tightening methods and tools
- Practical – Use of hand tools and torque tightening tools

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Introduction to Flange Joint Integrity.

Duration
1 day

Maximum Candidates
10 persons
INTRODUCTION TO HUET (HELICOPTER UNDERWATER ESCAPE TRAINING)

Aims and Outcomes
The aim of this training is to determine a candidate’s suitability for working in an offshore environment. The course provides basic knowledge and skills in sea survival and facility abandonment, and practical HUET.

Prerequisite
Candidates must complete a medical assessment and be of sufficient physical fitness to complete the practical activities.

Course Content
The Introduction to HUET training plan is based on best industry practice, and includes:

- **Introduction to Basic Sea Survival**
  - Introduction to in-water sea survival
  - Actions for mustering and facility abandonment
  - Use of a permanent buoyancy lifejacket in an emergency
  - Use of survival craft (TEMPSC)
  - Helicopter rescue and winching

- **Swimming Test**
  - 10m Swim across the width of a swimming pool
  - Tread water for 2 minutes
  - 50 m continuous swim without assistance or resting
  - Step off pool side and demonstrate HELP position, swimming, towing casualties, survival circle/huddle.

- **Helicopter Underwater Escape Training (HUET)**
  - HUET Introduction and theory
  - Practical training using HUET module – swimming pool
  - Individual candidates assessed for ability to complete full BOSIET training

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Introduction to HUET.

Duration
2 days

Maximum Candidates
10 persons
ISSUE WORK PERMIT

Aims and Outcomes
The aim of this training is to provide candidates with the necessary knowledge and skills to issue, relinquish, suspend or close out Work Permits.

Participants will be able to correctly document and check Work Permits and Confined Space Entry Certificates. Included is understanding and undertaking gas-testing using gas monitors.

Prerequisite
Candidates must have completed prior recognised training in work in accordance with issued permit.

Course Content
The Issue Work Permit training plan is based on competencies within the Australian Qualification Framework (AQF), and include:

- Legislation in the Workplace
- Understanding Company Permit to Work System
- Roles and responsibilities – permit issuer, permit acceptor, equipment preparers
- Permit types – hot work, confined spaces, radioactive, master isolation
- Certificates – eg. excavation, confined spaces, man-cage, grid-mesh removal, HV, atmosphere
- Permits - Handovers, closure, isolation, cancellation
- Gas testing – practical use, knowledge of LEL’s, UEL’s

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Issue Work Permit.

Duration
1 day

Maximum Candidates
12 persons
JOB HAZARD ANALYSIS

Aims and Outcomes
The aim of this training is to provide candidates with the necessary knowledge and skills to write, contribute to, review and work under a Job Hazard Analysis (JHA) or as per Company terminology and procedures.

Prerequisite
There are no prerequisites.

Course Content
The Job Hazard Analysis training plan is based on competencies within the Australian Qualification Framework (AQF), and include:

- Legislation, codes of practice and relevant standards related to hazard identification and risk control
- Understanding safe systems of work and risk management procedures
- Roles and responsibilities under JHA
- Task analysis
- Hazard identification (company methods and tools)
- Risk classification & analysis as per company procedures
- Hierarchy of control
- Using and writing JHA’s effectively
- Review of controls and JHA

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Job Hazard Analysis.

Duration
1 day

Maximum Candidates
12 persons
LEVELLING AND ALIGNMENT OF ROTATING MACHINERY

Aims and Outcomes
This course is designed to give participants the necessary knowledge and skills to identify and correct rotating machinery alignment issues. It provides knowledge on the symptoms of misalignment, methods of measurement, general requirements for machinery alignment, acceptance testing and commissioning, and practical demonstrations.

Prerequisite
There are no prerequisites for this course.

Course Content
The Introduction to Levelling and Alignment of Rotating Machinery Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- The importance of correct installation and alignment of rotating machinery
- Symptoms of misalignment
- Precision measurement – Tools and equipment
- General requirements for installation of rotating equipment
- Alignment of couplings – techniques, methods, and precision standards
- Acceptance testing and commissioning
- Practical – Carry out alignment using both dial indicators and laser alignment equipment

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Levelling and Alignment of Rotating Machinery.

Duration
2 days

Maximum Participants
10 persons
LIFT PLANNER (OFFSHORE)

Aims and Outcomes
This course is aimed at employees who are required to write and develop simple and complex offshore lift plans in accordance with Company procedures, applicable lifting standards and industry best practices. This course will benefit Riggers, Offshore Crane Operators and Supervisors of lifting operations. It is also designed to refresh and update current qualified personnel on any changes in safety and operational procedures with regards to lifting and rigging.

Candidates will gain the necessary knowledge and skills required to carry out lift planning for a range of loads, work environments and conditions.

Prerequisite
It is expected that candidates have previous qualifications in rigging, crane operation or as lifting supervisor.

Course Content
The Lift Planning Training is based on competencies within the Australian Qualification Framework (AQF):

- Refresh knowledge on lifting and rigging procedures, calculations, safety and risk management
- Load characteristics including safe chemical and hazardous material handling
- Crane types, use, characteristics and lifting capacities with different configurations
- Environmental factors and considerations in plans, dynamic and static lifts, vessel list, ballast and other offshore lifting factors
- Lift Plan flow charts, company lifting procedures, risk management and wait points
- Responsibilities and duties of lift team members
- Rigging equipment and containers, types, use, inspection
- Load weight calculations, centre of gravity, lift points, load bearing structures, deck conditions, suction factors
- Identifying routine, non-routine, simple and complex offshore lifts
- Preparation of simple and complex Lift Plans for offshore lifts
- Demonstration of the process of lift planning and safe and repeatable execution of lift plans

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Lift Planning (offshore).

Duration
5 days

Maximum Candidates
8 persons
LIFT PLANNER (ONSHORE)

Aims and Outcomes
This course is aimed at employees who are required to write and develop simple and complex lift plans in accordance with Company procedures, applicable lifting standards and industry best practices. This course will benefit Riggers, Crane Operators and Supervisors of lifting operations. It is also designed to refresh and update current qualified personnel on any changes in safety and operational procedures with regards to lifting and rigging.

On successful completion of this training course, participants will have gained the necessary knowledge and skills required to carry out lift planning for all types of loads and work environments.

Prerequisite
It is expected that candidates have previous qualifications in rigging, crane operation or as lifting supervisor.

Course Content
The Lift Planning Training is based on competencies within the Australian Qualification Framework (AQF):

- Refresh knowledge on lifting and rigging procedures, calculations, safety and risk management
- Load characteristics including safe chemical and hazardous material handling
- Crane types, use, characteristics and lifting capacities with different configurations
- Lift Plan flow charts, company lifting procedures, risk management and wait points
- Responsibilities and duties of lift team members
- Rigging equipment types, use, inspection
- Load weight calculations, centre of gravity, lift points, load bearing structures
- Identifying routine, non-routine, simple and complex onshore lifts
- Preparation of simple and complex Lift Plans for onshore lifts
- Demonstration of the process of lift planning and safe and repeatable execution of lift plans
- Understand the requirements of lift plans and relevant lift plan documents

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Lift Planning (onshore).

Duration
3 days

Maximum Candidates
8 persons
MANUAL HANDLING

Aims and Outcomes
The aim of this training is to provide candidates with the necessary knowledge and skills to perform safe manual handling in the workplace and take appropriate action to avoid musculoskeletal injuries.

Sprains and strains are the most common cause of injury in the workplace and this course will help reduce injury rates and increase productivity through proper design, substitution, systems of work and lifting techniques.

Prerequisite
There are no prerequisites.

Course Content
The Manual Handling training plan is based on competencies within the Australian Qualification Framework (AQF), and include:

- OHS Legislation, codes of practice, Company manual handling procedures.
- Common musculoskeletal disorders, anatomy, causes of injury, related physics, vibrations
- Manual Handling risk management - hazard identification, risk analysis and risk control using hierarchy of control
- Estimating weight and determining candidate lifting abilities
- Correct lifting techniques, pre and post stretching, planning the lift, dual lifts
- Body Mechanics – recognise muscle compensation in bad manual handling; correctly stabilize to twist; and working posture and positioning.
- Use of tools and equipment
- Case study overview

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Manual Handling.

Duration
1 day

Maximum Candidates
12 persons
MOBILE CRANE OPERATION

Aims and Outcomes
These course aims to give candidates the necessary skills to safely operate a mobile slewing crane up to and including 60 tonnes.

On completion of the course candidates will be able to perform pre-operational checks; set-up and operate the crane competently; shut down and dismantle and perform various operations competently.

Prerequisite
It is recommended that candidates have previous experience (logged hours under supervision) and have successfully completed formal training in Rigging and Slinging.

Course Content
The Mobile Crane Operation Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace** – Applicable HSE Acts and Regulations; Specific regulations and International Standards dealing with cranes; Codes of Practice where applicable, manufacturers instructions and Company Procedures.

- **Plan Work** - Crane type and its capacity; site requirements and rules; workplace hazards; priorities; emergency procedures.

- **Lifting Gear** - Inspect all lifting gear to be used; current tags and W.L.L. markings clearly visible.

- **Slinging Practices** - Safe use of all lifting gear; correct reeving practices; correct angle factors; determine correct capacity of lifting gear; double wrap to be used at all times.

- **Calculations of Loads** - Calculate area; calculate volume; use other means of establishing load mass (ie. manufacturer).

- **Rigging Gear** - Chain blocks; chain puller; plate clamp; shackles; spreader/ lifting/ equalizing beams.

- **Crane Operation** - Pre-operational checks; log book; load chart and its use; areas of operation as per load chart; structural and stability areas; outrigger operation and packing; signals as per applicable Standards; shut down and parking of crane.

- **Practical Training** - Operate crane to manufacturers requirements; lift and move loads as directed by dogman/rigger; follow signals given by signalman/ rigger; shut down and make crane safe; where appropriate, cranes with Pin Jib configuration make and break to be included; additional counterweights for various boom lengths to be included as part of make and break.
- **Shut Down** - All lifting gear to be inspected; crane to be inspected and any problems entered into Log Book.

**Certification**

On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Mobile Crane Operations.

**Duration**

5 days

**Maximum Candidates**

8 persons
MOBILE NON-SLEWING CRANE OPERATION

Aims and Outcomes
This course provides participants with the necessary skills and knowledge to operate a mobile non-slewing crane (e.g., Franna/Terex) safely and efficiently in accordance with Company Procedures, Australian and International Standards and Manufacturer’s Instructions.

Candidates will be able to undertake all necessary inspections and checks, undertake safe set up relevant to lift, read and understand load charts, pick and carry loads safely and respond to emergency situations if required.

Prerequisite
It is recommended that candidates are trained and competent in Rigging and Slinging.

Course Content
The Non-Slewing Mobile Crane Operation Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- Relevant WHS legislation, Australian Standards, Codes of Practice, manufacturer’s instructions and company lifting procedures
- Plan and preparation including Risk Management procedures
- Conduct routine checks of the crane - pre-operational equipment checks; start up procedures and check crane controls; communication systems; emergency safety devices.
- Communicate job sequencing; advising team members; identify and use various communication methods.
- Operate non-slewing crane – determine load destination and check landing area; conduct trial lifts; lift, pick ‘n’ carry loads; response to changes; communicate to coordinate safe movement.
- Shutdown crane and review operations – clear and dispose of materials; shut down crane; complete work completion procedures; Review operations, report and record findings.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Non Slewing Crane Operations.

Duration
5 days

Maximum Candidates
8 persons
NEBOSH AWARD IN HEALTH AND SAFETY

Aims and Outcomes
This course is designed to give candidates an introduction and solid foundation in understanding the principles of health, safety and environment as part of their job. It also prepares candidates for the NEBOSH International General Certificate in Occupational Safety and Health.

Prerequisite
There are no pre-requisites.

Course Content
The NEBOSH Award in Health and Safety training plan is derived from the NEBOSH approved course, and includes:

Unit HSW1: Workplace Safety Foundations
- The foundations of health and safety
- The responsibility for health and safety
- Health and safety risk assessment and control
- Hazards and controls associated with work equipment - Transport Safety
- Hazards and controls associated with working with electricity
- Fire safety
- Hazards and control associated with manual handling and repetitive movement
- Hazards and controls associated with Hazardous substances
- Hazards and controls associated with the working environment

Unit HSW2: Workplace Risk Assessment

Certification
On successful completion of the training, candidates will be awarded the NEBOSH Health and Safety at Work Qualification.

Duration
3 days

Maximum Candidates
10 persons
NEBOSH INTERNATIONAL CERTIFICATE IN OCCUPATIONAL HEALTH AND SAFETY (IGC)

Aims and Outcomes
The IGC focuses on HSE Safety management systems and best practice in the context of international standards in Health and Safety, rather than reliance on local legislation. By applying proven and recognised processes, it underpins consistent Health and Safety performance. It provides a broad base of knowledge on which a base level of competence in occupational health and safety can be developed.

Participants will be educated on the foundation and framework for regulation of health and safety based on international standards and conventions and be able to assist in the preparation, review and monitoring of safety policy and procedures.

Prerequisite
There are no pre-requisites.

Course Content
The NEBOSH IGC training plan is derived from the NEBOSH approved course, and includes:

Unit IGC1: Management of International Health and Safety
- Foundations in health and safety
- Health and safety management systems – PLAN - DO - CHECK - ACT

Unit GC2: Control of International Workplace Hazards
- Workplace Hazards and Risk Control
- Transport Hazards and Risk Control
- Musculoskeletal Hazards and Risk Control
- Work Equipment Hazards and Risk Control
- Electrical Safety
- Fire Safety
- Chemical and Biological Health Hazards and Risk Control
- Physical and Psychological Health Hazards and Risk Control

Unit GC3: Health and Safety Practical Application

Certification
On successful completion of the training, candidates will be awarded the NEBOSH International Certificate in Occupational Health and Safety Qualification.

Duration
10 days (+1 day exam)

Maximum Candidates
10 persons
NEBOSH INTERNATIONAL DIPLOMA IN OCCUPATIONAL HEALTH AND SAFETY

Aims and Outcomes
The NEBOSH Diploma builds on the knowledge gained at the Certificate level and is designed for those seeking a successful long-term career as a health and safety professional.

Prerequisite
The NEBOSH IGC.

Course Content
The NEBOSH Diploma training plan is derived from the NEBOSH approved course, and includes:

Unit IA: International Management of Health and Safety
  IA1 - Principles of Health and Safety Management
  IA2 - Regulating Health and Safety
  IA3 - Loss Causation and Incident Investigation
  IA4 - Measuring and Reviewing Health and Safety Performance
  IA5 - The Assessment and Evaluation of Risk
  IA6 - Risk Control
  IA7 - Organisational Factors
  IA8 - Human Factors
  IA9 - The Role of the Health and Safety Practitioner

Unit IB: International Control of Hazardous Agents in the Workplace
  IB1 - Managing Occupational Health
  IB2 - Identification, Assessment and Evaluation of Hazardous Substances
  IB3 - The Control of Hazardous Substances
  IB4 - The Monitoring and Measuring of Hazardous Substances
  IB5 - Biological Agents
  IB6 - Noise and Vibration
  IB7 - Radiation
  IB8 - Mental Ill-Health and Dealing with Violence and Aggression at Work
  IB9 - Musculoskeletal Risks and Controls
  IB10 - Work Environment Risks and Controls

Unit IC: International Workplace and Work Equipment Safety
  IC1 - Workplace Welfare Requirements and Specific Workplace Issues
  IC2 - Fire and Explosion
  IC3 - Workplace Fire Risk Assessment
  IC4 - The Storage, Handling and Processing of Dangerous Substances
  IC5 - Work Equipment
  IC6 - Workplace Machinery
  IC7 - Mobile, Lifting, Access and Work at Height Equipment
  IC8 - Electrical Safety
IC9 - Construction and Works of a Temporary Nature - Hazards and Controls
IC10 - Workplace Transport and Managing Work-Related Road Risk

Certification
On successful completion of the training, candidates will be awarded the NEBOSH International Diploma in Occupational Health And Safety Qualification.

Duration
6 weeks

Maximum Candidates
10 persons
NEBOSH ENVIRONMENTAL DIPLOMA

Aims and Outcomes
The NEBOSH National Diploma in Environmental Management is based on UK law and provides a detailed understanding of environmental risk management. The course is designed for those with responsibilities for the management of environmental risk or who are aiming to develop and implement effective environmental management systems within their organisations.

Prerequisite
It is expected candidates are at a supervisory or management level.

Course Content
The NEBOSH Environmental Diploma training plan is derived from the NEBOSH approved course, and includes:

Unit ED1: Management of Environmental Risk
- Principles of Environmental Risk Management
- Environmental Risk Evaluation
- Control Strategies for Environmental Risk
- Monitoring, Review and Audit
- Developments in Environmental Legislation
- Environmental Legislative Framework and Methods of Enforcement
- Public Access to Environmental Information
- Civil Liability in Relation to Environmental Pollution
- Solid and Liquid Wastes
- Gaseous and Particulate Releases to Atmosphere
- Control Strategies for Environmental Risk
- Control of Environmental Nuisance
- Hazardous Substances
- Environmental Implications of Development and Land Use
- Energy Use and Efficiency

Unit ED2: Management of Environmental Risk

Certification
On successful completion of the training, candidates will be awarded the NEBOSH Environmental Diploma Qualification.

Duration
3 weeks

Maximum Candidates
10 persons
OFFSHORE CRANE OPERATION

Aims and Outcomes
This course is designed to give candidates the necessary skills and knowledge to operate a crane safely and efficiently on an offshore facility.

Actions may include transfer of equipment to and from support vessels; transfer of personnel using appropriate approved equipment; safe management of loads during diving operations and other complex lifts at sea.

Prerequisite
It is recommended that candidates are trained and competent in Rigging and Slinging operations, and have logged hours in crane operation.

Course Content
The Offshore Crane Operation Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace** - AS 2550.1 Safe use of Cranes; Norsok Standard R-003 - Safe use of lifting equipment; Offshore Petroleum Act 2006; IMCA Standards and Guidance notes; Company Procedures.

- **Plan and prepare for lift** – Determine job requirements; hazards, environmental requirements for the lift; Company policy and procedures; suitability of load; correct selection and inspection of equipment and resources; safety and environmental requirements; contingency plans; safe working area requirements.

- **Conduct routine checks of the crane** - pre-operational equipment checks; start up procedures and check crane controls; communication systems; emergency safety devices.

- **Communicate with work group** - Communicate job sequencing; advising team members; identify and use various communication methods.

- **Operate crane offshore** – Determine load destination and check landing area; conduct trial lifts; lift, move and place loads; response to changes; communicate to coordinate safe movement.

- **Shutdown crane and review operations** – Clear and dispose of materials; shut down crane; complete work completion procedures; Review operations, report and record findings.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Offshore Crane Operations.

Duration
5 days

Maximum Candidates
8 persons

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OIL SPILL CONTROL

Aims and Outcomes
This course aims to give candidates the ability to safely manage Hydrocarbon spills within the mining, construction, maintenance and service industries.

On completion candidates will be able to explain and demonstrate the skills necessary to control, contain and cleanup spills on land or water.

Prerequisite
There are no prerequisites for this course.

Course Content
The Oil Spill Control training plan is based on competencies within the Australian Qualification Framework (AQF), and include:

- Identify the characteristics, purpose and use of various spill response equipment
- Describe and perform the appropriate action to take in the event of a hydrocarbon spill
- Deal with an incident on land or water
- Employ the 3 C’s
- Perform workplace risk assessments for potential spills and select the best equipment required for their response
- Create an understanding of reference documents and legislation

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Oil Spill Control.

Duration
1 day

Maximum Candidates
12 persons
OVERHEAD CRANE OPERATION

Aims and Outcomes
This course will give candidates the necessary skills and knowledge to safely operate an overhead bridge or gantry crane (or Bridge and Gantry) being either cab operated or remote operated.

On completion of the course candidates will be able to perform pre-operational checks; set-up and operate the crane competently; perform a range of lifts safely and efficiently; shut down and perform various operations competently.

Prerequisite
There are no prerequisites for this course.

Course Content
The Overhead Crane Operation Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace** - HSE Acts and regulations; specific regulations dealing with overhead cranes.
- **Plan Work** – Overhead crane type and requirements; job requirements; alterations and additions to cranes; priorities; Workplace Rules and Procedures; identifying hazards and risk control; communication and emergency procedures.
- **Overhead Crane, Bridge or Gantry Crane Operation** - Pre-start/ pre-operation checks, fault reporting, set-up; load weight estimation; cranes safe use – bridge or gantry crane.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Overhead Crane Operations.

Duration
1 to 2 days (dependent on the crane type and complexity of loads).

Maximum Candidates
8 persons
OXY FUEL GAS – HEATING, CUTTING AND WELDING

Aims and Outcomes
This course is designed to give participants the necessary skills to safely and effectively carry out oxy fuel gas – heating, cutting, and welding.

The training covers oxy fuel gas safety, PPE requirements, tools, equipment and procedures for setup and operation, cutting allowances, defects, and applications for various material types.

Prerequisite
There are no prerequisites for this course.

Course Content
The Oxy Fuel Gas – Heating, Cutting and Welding is based on competencies within the Australian Qualification Framework (AQF):

- Safe work practices and procedures, hazard and control measures, PPE requirements.
- Specifications and procedures for Heating, Cutting, and Welding.
- Tools, equipment and techniques for Heating, Cutting, and Welding.
- Equipment types, settings and assembling procedures, pre-checks and operation.
- Procedures for adjusting heating and cutting equipment for various materials.
- Cutting allowances and procedures for minimising waste material.
- Gas Heating, Cutting, and Welding defects and their causes, and procedures for correct defects.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Oxy Fuel Gas – Heating, Cutting, and Welding Fixing.

Duration
10 days

Maximum Participants
8 persons
HAND HELD POWER TOOLS AND MACHINERY

Aims and Outcomes
This course is designed to give candidates the necessary skills and knowledge to safely and efficiently use a variety of hand held power tools and machinery in a range of environments, applications and situations. Candidates will be able to undertake appropriate risk assessment for each tool and situations, implement appropriate control measures, identify and act on faults, use the tool for best performance and outcomes as per manufacturers specifications.

Pre requisite
There are no prerequisites for this course.

Course Content
The hand held power tools and machinery Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- Plan Work – job requirements and documentation; programming and priorities site hazards; environmental management; emergency procedures; PPE; other works and workers; implement control measures.
- Electrical safety
- Tools and equipment – selection, use, inspection, common faults, calibration, care and maintenance
- Select the correct tool for the task, use efficiently and as per manufacturers specifications
- Clean up and remove control measures, housekeeping.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Hand Held Power Tools and Machinery.

Duration
2 days

Maximum Candidates
8 persons
RIGGER AND SLINGER

Aims and Outcomes
This course is designed for candidates to gain the necessary skills to plan, prepare and safely carry out rigging and slinging activities.

On completion of this course, candidates will be able to determine the SWL of gear and materials; select, maintain and inspect fibre ropes, chains, steel and wire ropes; perform splicing techniques and demonstrate a number of bends and hitches; sling, move and place loads; directing cranes.

Prerequisite
There are no prerequisites for this courses.

Course Content
The Rigger and Slinger Plan is based on competencies within the Australian Qualification Framework (AQF):

- Legislation in the Workplace - HSE Acts and regulations; specific regulations dealing with rigging and slinging; roles and responsibility; Company Procedures.
- Plan Work - Crane type and capacity requirements; site requirements and rules; site hazards; priorities; emergency procedures; signals in accordance recognised Standards.
- Fibre Rope - Tag lines; bends and hitches; slings - inspections; W.L.L - breaking strain.
- F.S.W.R. (Flexible Steel Wire Rope) - Slings, construction, inspection - care/maintenance; discard factors in accordance with recognised Standards; W.L.L. - breaking strain; safety factor; crane ropes.
- Synthetic Slings - Flat, round; manufacturer’s instructions for use; inspection - care/maintenance; W.L.L. - breaking strain, safety factor.
- Chain Slings - ISO grading; construction; grade markings and manufacturers markings; safety factor; care/maintenance; W.L.L. - breaking strain, safety factor; general use; terminating components - description and use.
- Slinging Practice (Slings in General) - Safe use procedure for all sling types; reeving factors; angle factors; determine capacity required; emphasize single and double wrap.
- Calculation of Mass - Calculate area; calculate volume; estimation using known methods.
- **Rigging Appliances** - Chain block; chain puller; plate clamp; shackles; spreader/ lifting beam.

- **Crane Operation** - Pre-start/Pre-operation checks; set-up - G.B.P. outrigger/ stabilizers; load chart interpretation; defined areas of operation; tipping/ structural areas; signalling/ communication; shut down crane; park up.

- **Practical Training** - Using a crane with crane operator; sling various loads using different slings and components; use tag lines; use appropriate crane signals in accordance with recognised Standards; shut down; park up.

**Certification**

On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Rigging and Slinging.

**Duration**

5 days

**Maximum Candidates**

10 persons
SAFE WORKING AT HEIGHTS

Aims and Outcomes
This course is designed to provide candidates with the necessary knowledge and skills to work safely at heights in the resources, construction and oil and gas industries.

Candidates will be able to identify and control hazards; understand job planning and resources required, access and egress; fall arrest systems and PPE plus work confidently and competently at heights.

Prerequisite
There are no prerequisites for this course.

Course Content
The Safe Working at Heights Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace** - HSE Acts and Regulations; International Standards; Company Procedures.
- **Plan Work** - Job at hand; hazard identification and risk control; access and egress; where hazards still exist plan for use of equipment to prevent falls.
- **Personal Protective Equipment** - Fall restraint and arrest systems; including full-body harness donning, care and maintenance; lanyards; shock absorbers; fall-arrest devices; hardware and system clearances.
- **Safe Working at Heights** - Edge protection; scaffolds; ladder and tower safety; anchor points and static lines; tools and equipment at heights; housekeeping and rescue procedures.
- **Practical assessment** - PPE inspection and safe, confident working practices at height in a range of situations.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Safe Working at Heights.

Duration
1 day

Maximum Candidates
10 persons
SAFETY AWARENESS

Aims and Outcomes
This course is designed to give candidates an understanding of their rights and responsibilities under standard HSE legislation/regulations and provides the skills to identify hazards in the workplace and techniques for implementing control measures.

Prerequisite
There are no prerequisites for this course.

Course Content
The Safety Awareness Plan is based on competencies within the Australian Qualification Framework (AQF):

- **HSE Legislation and Regulations** – Site rules and requirements; general workplace policies and procedures; reporting and documentation.

- **Managing Risks in the Workplace** - Risk management; hazard identification; risk control (hierarchy of control), emergency plans, monitoring and review processes.

- **General Workplace Safety** - Job safety analysis (JSA); health and fitness considerations; accident awareness and prevention; personal protective equipment (PPE); manual handling; equipment and tool safety; smoking, alcohol and drugs and evacuation plans and procedures.

- **Environmental & Other Considerations** - Weather conditions; environmental factors - work site; confined spaces awareness; working at heights; electrical safety and hazardous substance management.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Safety Awareness.

Duration
1 day

Maximum Candidates
12 persons
SCAFFOLDING INSPECTION

Aims and Outcomes
This course aims to give candidates the necessary skills and knowledge to inspect scaffolding equipment for defects and compliance in accordance with recognised Standards.

On completion of this course, candidates will understand applicable Codes of Practice, Regulations, and Scaffolding terminology – including scaffold inspection and reporting of: independent tied scaffolds, putlog scaffolds, birdcage scaffolds, basic independent tied scaffolds, scaffolds with prefabricated beams, protective fans, pavement gantries, loading bays, ramps, temporary roofs, hung scaffolds, cantilevered scaffolds, shoring, and falsework.

Prerequisite
There are no prerequisites for this course, however, previous experience in scaffolding operations is desirable.

Course Content
The Scaffold Inspection Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace -** HSE Acts and Regulations; elements of High Risk Work Licensing; Relevant Australian, EN and BSI Standards, Codes of Practice and Company Procedures.
- **Plan Work -** Site requirements and rules; site hazard identification; emergency procedures; priorities; scaffold fit for the purpose.
- **Scaffold Components** - Identify scaffold components and use; identify damaged components.
- **Modular Systems** - Identify individual modular systems, their advantages/disadvantages.
- **Tube and Coupler** - Use to modify modular systems.
- **Tube and Coupler Scaffolds** – Mobile, independent, suspended, cantilevered, spurred, circular, hung.
- **Minimums and Maximums for Suspended & Hung Scaffolds** - Counter levering/counter weight; tying of scaffolds.
- **Ground Bearing Pressure** - Live load; dead load.
Minimums and Maximums - Lift height bay width, length light/ medium/ heavy duty scaffolds; bracing of scaffolds; tying of scaffolds.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Scaffold Inspection.

Duration
3 days

Maximum Candidates
10 persons
SCISSOR LIFT OPERATION

Aims and Outcomes
This course aims to give candidates the necessary skills and knowledge to plan, prepare and complete scissor lift operations safely and efficiently in accordance with the Australian and international standards; company procedures and applicable legislations.

On completion of this course candidates will be able to conduct routine checks; plan work; check controls, operate and shut down scissor lifts.

Prerequisite
It is recommended that candidates are trained and competent in Working at Heights.

Course Content
The Scissor Lift Operation Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- Relevant WHS legislation, Australian Standards, Codes of Practice, manufacturer’s instructions and company procedures
- Plan and preparation including Risk Management procedures
- Company risk management procedures
- Elevating Work Platform types, working envelope, specifications, job requirements, priorities, identifying hazards and hazard control measures relevant to EWP operation, communication and emergency procedures.
- PPE requirements
- Pre-start/Pre-operation checks, set-up, outriggers/stabilizers, ground conditions, mobilizing, working around structures and other aspects of operation.
- Shut down, stowage, post operational checks.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Scissor Lift Operations.

Duration
1 day

Maximum Candidates
10 persons
SECURE CARGO/LOADING AND LASHING

Aims and Outcomes
This course provides participants with the necessary skills and knowledge to safely and efficiently load a vehicle in accordance with current road use regulations, recognised standards, vehicle specifications and company procedures.

Participants will be able to correctly load & restrain various types of loads onto truck and utility trays. This course is designed for vehicle loading crane operators, slingers, truck drivers and anyone else who loads a vehicle as part of their vocation.

Prerequisite
There are no prerequisites.

Course Content
The secure cargo/loading and lashing Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- Relevant OHS legislation, Australian Standards, Codes of Practice, manufacturer’s instructions and company secure and tie-down procedures
- Prepare and make safe the loading area
- Prepare cargo for loading
- Choose suitable vehicle for specific loads
- Correct and safe positioning of loads including various steel, concrete, loose material and pallets
- Select suitable load restraint and blocking equipment for different types of loads
- Gain an understanding of Centre of Gravity, Tie down forces and angle effects.
- Undertake careful driving and conduct restraint/lashing checks

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Secure Cargo.

Duration
1 day

Maximum Candidates
10 persons
SIGNALMAN

Aims and Outcomes
This course is designed for candidates to gain the necessary skills to provide clear and concise communications during lifting operations.

On completion of this course, candidates will understand methods for signalling a crane to direct a swung load – including hand signals, whistles, and radio communications.

Prerequisite
There are no prerequisites for this course.

Course Content
The Signalman Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace** - HSE Acts and regulations; specific regulations dealing with lifting operations and Company Procedures.
- **Plan Work** - Crane type and capacity requirements; site requirements and rules; site hazards; priorities; emergency procedures; signals in accordance recognised Standards.
- **Roles and Responsibilities of a Signalman**
- **Signalling Methods** – Hand signals in accordance with recognised standards, whistles, and radio communication techniques
- **Practical Training** - Using a crane with crane operator; use appropriate crane signals to direct a swung load into position.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Signalman.

Duration
2 days

Maximum Candidates
10 persons
SKID STEER LOADER OPERATION

Aims and Outcomes
This course is designed to provide candidates with the knowledge and skills to operate a skid steer loader safely and efficiently.

On completion, candidates will be able to conduct pre-start and pre-operational checks; identify hazards and control risk, operate skid steer loader correctly and safely through all areas of operation.

Prerequisite
There are no prerequisites, however previous equipment operation is desirable.

Course Content
The Skid Steer Loader Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace** – HSE Acts and Regulations; specific regulations and International Standards dealing with mobile equipment operation; Codes of Practice and Company Procedures.

- **Plan Work** - Site requirements and rules; site hazard identification; emergency procedures; priorities; machine requirements/ work identified and verified from job specifications; site plans.

- **Operate Machinery** - Main components identified; pre-start and pre-operational checks; capabilities and limitations; operational efficiency determined by ground and weather characteristics; operated in a safe manner.

- **Practical Training** - Loads shifted/ transferred in accordance with job requirements; excavation and levelling techniques; appropriate attachments and accessories used.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Skid Steer Loader Operation.

Duration
Maximum of 14 hours over 2 days (dependent on experience).

Maximum Candidates
8 persons
STEEL FIXER

Aims and Outcomes
This course is designed to give candidates the necessary skills to safely and effectively carry out steel fixing.

The training covers basic interpretation of plans and specifications, knowledge of reinforcement materials, selection, measurement, cutting and bending, use of wire fixing ties, bar spacers and chairs.

Prerequisite
There are no prerequisites for this course.

Course Content
The Steel Fixing Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Safe work practices** – PPE, site requirements and rules, site hazards, priorities, emergency procedures; roles and responsibilities of a steel fixer.
- **Tools and equipment used for steel fixing**
- **Reinforcement materials** – correct type, quality, and quantities as detailed in plans/specifications.
- **Cutting and bending techniques**
- **Use of bar chairs and spacers, wire fixing ties**
- **Practical Training** – Cut, bend and tie steel reinforcement in accordance with a plan/specification.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Steel Fixing.

Duration
4 days

Maximum Candidates
10 persons
TELESCOPIC MATERIALS HANDLER/TELEHANDLER OPERATION

Aims and Outcomes
This course is designed to provide candidates with formal training and assessment in the safe and efficient use of a Telescopic Materials Handler.

On completion candidates will be able to conduct pre-start and pre-operational checks; recognize danger areas; understand load charts; use attachments and how to manoeuvre a Telehandler correctly and safely through all areas of operation.

Prerequisite
There are no prerequisites, however previous equipment operation is desirable.

Course Content
The Telehander Operation Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Legislation in the Workplace** – HSE Acts and Regulations; specific regulations and International Standards dealing with mobile equipment operation; Codes of Practice, and Company Procedures.
- **Plan Work** - Site requirements and rules; site hazard identification; emergency procedures; priorities; machine requirements/ work identified and verified from job specifications; site plans.
- **Operate Machinery** - Main components identified; pre-start and pre-operational checks; capabilities and limitations; engineering principles; centre of gravity; ground and weather hazards.
- **Load Chart** – Understanding load charts; identifying correct load chart; use of different attachments; load centre distances.
- **Practical Training** - Loads shifted/ transferred in accordance with job requirements in a safe manner; stacking and unstacking; preparing for road use and transport.

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Telehandler Operation.

Duration
Maximum of 14 hours over 2 days (level of previous experience will determine the duration of the course).

Maximum Candidates
8 persons
TUBE AND COMPRESSION FITTING INSTALLATION

Aims and Outcomes
This course is designed to give participants the necessary skills to safely and effectively fabricate and install small bore tubing and compression fittings. The training covers safe work practices, knowledge on types and specifications for tube and compression fittings, workshop practices for bending and forming tube, and correct installation of compression fittings.

Prerequisite
There are no prerequisites for this course.

Course Content
The Tubing and Compression Fitting Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- **Safe work practices** – PPE, site requirements and rules, site hazards, priorities, emergency procedures.
- **Types and specifications** for tube and compression fitting – Swagelok, Gyrolok
- **Tools and equipment** used for pipe bending and installation of compression fittings
- **Bending and forming techniques for small bore tubing** – use of pipe benders, bend allowances, spring back, identifying and rectifying bending defects
- **Compression fittings** – how they work, how to correctly install
- **Practical Training** – Fabrication and pipe bending, installation of compression fittings

Certification
On successful completion of the training a Futuro Skills Certificate in Tube and Compression Fitting Installation will be issued.

Duration
2 days

Maximum Participants
8 persons
TRUCK / LORRY MOUNTED CRANE OPERATION

**Aims and Outcomes**
This course provides participants with the necessary skills and knowledge to operate a Truck / Lorry Mounted Crane (eg HIAB) safely and efficiently in accordance with Company Procedures, Australian and International Standards and Manufacturer’s Instructions. Candidates will be able to undertake all necessary inspections and checks, undertake safe set up relevant to lift, read and understand load charts, perform a variety of lifts safely and respond to emergency situations if required.

**Prerequisite**
It is recommended that candidates are trained and competent in Rigging and Slinging.

**Course Content**
The Truck / Lorry Mounted Crane Operation Training Plan is based on competencies within the Australian Qualification Framework (AQF):

- Relevant WHS legislation, Australian Standards, Codes of Practice, manufacturer’s instructions and company lifting procedures
- Plan and preparation including Risk Management procedures
- Conduct routine checks of the crane - pre-operational equipment checks; start up procedures and check crane controls; communication systems; emergency safety devices.
- Communicate job sequencing; advising team members; identify and use various communication methods.
- Operate Truck / Lorry mounted crane – determine load destination and check landing area; conduct trial lifts; lift variety of loads relevant to transport industry; response to changes; communicate to coordinate safe movement, confirm load security.
- Shutdown crane and review operations – clear and dispose of materials; shut down crane; complete work completion procedures; Review operations, report and record findings.

**Certification**
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Truck / Lorry Mounted Crane Operations.

**Duration**
3 days

**Maximum Candidates**
8 persons
WORK IN ACCORDANCE WITH ISSUED PERMIT

Aims and Outcomes
The aim of this training is to provide candidates with the necessary knowledge and skills to work in accordance with company Work Permits.

Participants will be able to understand the purpose, use and variety of permits and the roles and responsibilities of relevant personnel.

Prerequisite
There are no prerequisites.

Course Content
The Work In Accordance with Issued Permit training plan is based on competencies within the Australian Qualification Framework (AQF), and include:

- Legislation in the Workplace
- Understanding Company Permit to Work System
- Roles and responsibilities – permit issuer, permit acceptor, equipment preparers
- Permit types – hot work, confined spaces, radioactive, master isolation
- Permits - Handovers, closure, isolation, cancellation
- Gas testing basics
- Completing permits
- Case study review

Certification
On successful completion of the training, candidates will be awarded a Futuro Skills Certificate in Work In Accordance with Issued Permit.

Duration
1 day

Maximum Candidates
12 persons