



VUL-ATN-23-Use of Content Expert

The content expert process is used when there are no authorised trainer assessors onsite to train/assess personnel on a particular make/model of equipment. The process consists of:

- Identifying content expert (e.g.) a manufacturer representative or a coal mine worker with relevant skill and evidence;
- Selecting a trainer assessor - they are not required to have the skill or experience with the equipment. The role is to assist with the process;
- Content expert provide technical support as required in the training and assessment process;
- The trainer assessor oversees the process and completion of paperwork completion; and
- The 'Use of Content Expert' authorisation form is completed and authorised by the SSE or SSE delegate.

Plant / Equipment being Assessed			
Make, Model and Type:			
Unit of Competence (if applicable):			
Content Expert - Details			
<i>I acknowledge receipt of this authorisation and understand my responsibilities and obligations under the Vulcan Safety and Health Management System, the Coal Mine Safety and Health Act 1999 and the Coal Mining Safety and Health Regulations 2017 in relation to operating this plant/equipment on site.</i>			
Name:		DOB:	Date:
Company:		Signature:	
Support letter stating CMW's qualification and experience on specific plant/equipment			Yes ☐ No ☐ N/A ☐
Content Expert - Supporting Evidence (attached)			
Evidence Type	Details		Trainer Assessor Initial
Formal Qualifications			
Experience			
Trainer/Assessor Verification			
<i>I verify the:</i> • Content expert has provided evidence and relevant technical support as required by the training and assessment process. Content Expert has conducted activities in a safe and efficient manner as intended by the provided training.			
Name:	Signature:	Date:	
SSE / SSE Delegate Authorisation			
<i>I hereby authorise the above-mentioned Coal Mine Worker to operate this specific plant/equipment at Vulcan mine.</i>			
Name:	Signature:	Date:	