



## Workplace Health and Safety Queensland

### **Dogging certificates**

#### What is dogging work?

Dogger work, dogging certificate of competency

#### Existing and interstate certificates

existing certificates have no expiry date, recognition of interstate certificates

#### How to obtain a certificate

On the job training, training through a provider

#### Assessment

Practical skills performance assessment, written assignment, knowledge assessment

## What is dogging work?

Schedule 9 of the *Workplace Health and Safety Regulation 1997* defines a person undertaking dogger work to include:

- (a) the application of slinging techniques including the selection and/or inspection of lifting gear
- (b) the directing of a crane/hoist operator in the movement of a load when the load is out of the operator's view.

Slinging techniques are the exercising of judgement in relation to the suitability and condition of lifting gear, and the method of slinging, by consideration of the nature of the load, its mass and its centre of gravity.

Unlike other prescribed occupations such as scaffolding which have three levels of certificate achievements, **dogging** has only one - **DG**.

Anyone intending to undertake field work using doggers should purchase a copy of:

- **Safety Information Handbook** outlining the requirements for safety procedures.
- **Guide for Doggers** outlining competency based skills needed to perform doggers duties safely.

To be **competent** the person should be able to:

1. Plan and prepare work
2. Complete dogging work

## **Existing and interstate certificates**

Certificates can also be known as certificates or certificates of authority.

Existing certificate holders

Interstate certificates

### ***Existing certificate holders***

Existing Queensland certificate holders for dogging, rigging, scaffolding, pressure equipment and crane and hoist operation can continue working in Queensland within the scope of their certificate without the need to obtain a new certificate. There is no requirement to renew your certificate as there is no expiry date.

However, holders of tower crane certificates (CT) who are operating self-erecting tower cranes will have until 1 July 2007 to obtain the new self-erecting tower crane certificate (CS).

### ***Interstate certificates***

The National Occupational Health and Safety Certification Standard for Users and Operators of Industrial Equipment (NOHSC: 1006) provides consistent guidelines all jurisdictions in Australia must adhere to when certifying (i.e. testing and issuing certificates) users and operators of industrial equipment.

National certificates for dogging, rigging, scaffolding, pressure equipment and crane and hoist operation are recognised throughout Australia. Certificates for loadshifting equipment operation are not issued in all States and Territories with the exception of forklift trucks and order picking forklift trucks. However, if you have a certificate issued from Queensland you are entitled to use it within any other State or Territory of Australia.

For example, if you have a certificate issued by the State of NSW this will be recognised within Queensland and the holder of the certificate will not be required to be re-tested or have to apply to Workplace Health and Safety Queensland for a re-issue of a Queensland operators certificate.

## How to obtain a certificate

There are two methods you can follow to obtain your certificate:

- On the job training and assessment by an accredited provider
- Training and assessment by a Registered Training Organisation (RTO)

From **1 January 2006** you can only be assessed by an accredited provider.

From **1 July 2006** you can be assessed by either a Registered Training Organisation or an accredited provider.

From **1 July 2007** only Registered Training Organisations will be authorised to conduct the assessments.

### *On the job training and assessment by an accredited provider*

1. Acquire on the job training with a qualified certificated person for the chosen prescribed occupation.
2. Ensure that the person you are receiving on the job training with possesses the relevant certificate.
3. If you are training on a construction worksite it is mandatory to undertake and complete the construction safety induction course.
4. Maintain a training log book or similar record of on the job training.
5. Arrange for an assessment with an accredited provider. They will confirm the appointment prior to an assessment with you (i.e. date, time and location of where assessment is to take place).
6. A lists of assessors (accredited providers) in your area is available by contacting a Workplace Health and Safety Queensland Office on 1300 369 915.
7. You will be required to provide evidence of your identity (usually a drivers licence) to the accredited provider.
8. You should read the provided assessment instrument tool and specific instructions for the relevant prescribed occupation/certificate before beginning an assessment.

## ***Training and assessment by an RTO***

1. Approach a plant operator training school who is an RTO or another RTO that can provide the relevant training to obtain experience in operating plant for the chosen prescribed occupation.
2. You should check with National Technical Information Service (NTIS) that the RTO you are considering undertaking training with has the scope of registration to deliver the appropriate accredited training.
3. You will be required to maintain a training log book provided by the RTO or similar record of the experience you have acquired.
4. After undertaking the appropriate training and you have received on the job experience, the RTO will arrange the assessment.
5. You will be required to provide evidence of your identity (usually a drivers licence) to the RTO.
6. The RTO will assist you with completing the application for a certificate and will process the application on your behalf.

# Assessment

There are three parts to an assessment/test that a person will need to pass in order to receive their certificate.

1. Practical skills performance assessment  
Tests applicants skills in inspection of equipment, fibre ropes, plan and prepare work, slinging techniques, load movement, signals and load placement
2. Written assignment assessment  
Evaluates the applicant's conceptual understanding of slinging techniques and crane usage
3. Knowledge assessment  
Tests applicant's knowledge of site hazards, cranes, lifting gear and slinging and moving loads

## Practical skills performance assessment

The practical skills performance assessment is one of three assessments which applicants must pass to qualify for the dogging certificate. The other components are a oral/written assessment and a written assignment.

What does the test cover?

How does the assessor evaluate me?

Where does the test take place?

### ***What does the test cover?***

The practical skills performance assessment for dogging is a closed book practical exercise covering seven sections:

- Section 1: Inspection of equipment
- Section 2: Fibre ropes
- Section 3: Plan work and prepare work
- Section 4: Slings techniques
- Section 5: Load movement
- Section 6: Signals
- Section 7: Load placement

Further details of the knowledge and skills required to complete assessment are available in the unit of competency to Perform dogging operations (PDF, 90 KB).

A full assessment should be completed within two hours.

To pass the assessment, the applicant must complete satisfactorily each of the sections.

### ***How does the assessor evaluate me?***

In practical skills performance assessment the assessor evaluates the applicant's applied knowledge and understanding, the applicant's dexterity, coordination and motor skills and the applicant's familiarity with lifting equipment and recommended work procedures.

An applicant undergoing re-assessment need only be re-assessed in the part or whole sections in which he or she previously has not yet achieved.

Any other partial or full waiver of assessment should only be permitted in compliance with guidelines, determinations or advice given to certificate assessors by the certifying authority.

## ***Where does the test take place?***

The practical skill assessment can be conducted at any location that has:

- sufficient clear space for the load to be lifted, moved and placed without obstruction and maintaining at least twice the required clearances from power lines or other hazards
- a suitable supporting surface for the crane and
- controlled access to people in the vicinity

## Written assignment assessment

The written assignment assessment is one of three assessments which applicants must pass to qualify for the dogging certificate. The other components are a practical skills performance assessment and a written assignment.

What does the test cover?

How am I assessed?

Where does the test take place?

### ***What does the test cover?***

The written assignment for dogging is a 'closed book' examination consisting of a total of six separate tasks.

To pass the assignment, the applicant must satisfactorily complete each task in each of the following sections:

- Section 1: Slinging techniques
- Section 2: Crane usage

Further details of the knowledge and skills required to complete assessment are available in the unit of competency to Perform dogging operations (PDF, 90 KB).

A full assignment includes five minutes reading time and up to 30 minutes to complete.

## ***How am I assessed?***

In the written assignment the assessor evaluates the applicant's conceptual understanding of crane usage and slinging techniques, his/her ability to apply simple mathematics and physics, and ability to read and comprehend the English language.

On completion of the assessment, the assessor will determine whether the applicant can safely undertake, without direct supervision, the tasks encompassed within each of the two units of competence, comprising dogging, prescribed by Schedule A of the *National Occupational Health and Safety Certification Standard for Users and Operators of Industrial Equipment* (NOHSC: 1006).

An applicant undergoing reassessment need only be re-assessed in those sections/tasks that he or she previously failed to achieve competency.

Any other partial or full waiver of assessment should only be permitted in compliance with guidelines, determinations or advice given to the assessor by the certifying authority.

## ***Where does the test take place?***

The written assignment assessment can be conducted at any location such as:

- your workplace
- at a training organisation or
- any other suitable location

## Knowledge assessment

The oral/written assignment assessment is one of three assessments which applicants must pass to qualify for the dogging certificate. The other components are a practical skills performance assessment and a written assignment.

What does the test cover?

How am I assessed?

How is the test carried out?

Where does the test take place?

### ***What does the test cover?***

The oral/written assessment for dogging is a 'closed-book' short answer examination divided into four sections:

- Section 1: Site hazards
- Section 2: Cranes
- Section 3: Lifting gear
- Section 4: Slinging and moving loads

Further details of the knowledge and skills required to complete assessment are available in the unit of competency to Perform dogging operations (PDF, 90 KB).

A full oral/written assessment consists of 40 questions and can take up to 60 minutes to complete.

## ***How am I assessed?***

On completion of the assessment the assessor will determine whether the applicant can safely undertake, without direct supervision, the tasks encompassed within each of the two units of competence comprising Dogging prescribed by Schedule A of the *National Occupational Health and Safety Certification Standard for Users and Operators of Industrial Equipment* (NOHSC: 1006).

To satisfy the requirements for competency the applicant must correctly answer (either in writing or orally) all critical questions as indicated by a star and a minimum of 75% of the non-critical questions from each Section.

An applicant undergoing re-assessment need only be re-assessed in the part or whole sections that he or she previously failed to successfully complete.

Any other partial or full waiver of oral/written assessment should only be permitted in compliance with guidelines, determinations or advice given to the certificate assessor by the certifying authority.

The time permitted for partial assessments should be approximately one minute per question.

## ***How is the test carried out?***

There are two ways in which the knowledge assessment can be conducted:

- **Written examination**- where this method is used, the applicant must be given the chance to be orally assessed on any questions which are not completed in writing.
- **Oral examination** - where this method is used, the assessor will enter the applicant's answers on to the examination paper.

## ***Where does the test take place?***

The written assignment assessment can be conducted at any location such as:

- your workplace
- at a training organisation or
- any other suitable location

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