

# AusIMM Chartered Professional Program Regulations

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### ***Definitions:***

In these Regulations, unless the context otherwise requires:

- a) 'AusIMM' means the Australasian Institute of Mining and Metallurgy
- b) 'The Board' means the Board of the AusIMM, or any other governance body that in the future may be responsible for the management of the AusIMM
- c) 'CPPC' means the AusIMM Chartered Professional Program Committee
- d) 'CPP' means Chartered Professional Program
- e) 'CP' means AusIMM Chartered Professional
- f) 'PD' means Professional Development
- g) 'Registrar' means the Registrar of AusIMM's CPP, an administrative position that includes the secretarial duties of the CPPC.
- h) 'Core discipline' means one of the disciplines in which professionals can be accredited under the AusIMM CPP.
- i) 'Technical discipline' means any core discipline other than management.
- j) 'Sponsor' means a person supporting a CPP application. This person is required to provide a referee statement in support of the application. The term 'referee' may be used interchangeably here.

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***Regulations:***

***A) Establishment of the AusIMM Chartered Professional Program and Chartered Professional Program Committee (CPPC)***

- 1) In accordance with AusIMM By-law clause 5, the Board establishes the Chartered Professional Program and the Chartered Professional Program Committee.
- 2) The Terms of Reference for the Chartered Professional Program Committee are approved by the Board.
- 3) The Chartered Professional Program Committee will report to the Chief Executive Officer of the AusIMM under authority delegated by the Board.
- 4) The Chartered Professional Program Committee may recommend changes to these regulations to the Board for their approval.
- 5) AusIMM Services will administer the financial transactions and accounting of the Chartered Professional Program and Chartered Professional Program Committee activities.
- 6) The Chief Executive Officer will ensure secretariat support services are available to assist in the effective operation of the Chartered Professional Program and the CPPC.

***B) Chartered Professional Disciplines***

- 7) The Chartered Professional Program Committee (CPPC) accredits professionals in the following core disciplines:
  - a) Environment
  - b) Geology
  - c) Management
  - d) Mining
  - e) Metallurgy
  - f) Geotechnical (Mining)
- 8) The CPPC may recommend new core disciplines as the need arises, based on [Guideline 1 Criteria for a new discipline](#), for approval by the Board.

***C) Use of post-nominals***

- 9) Once admitted to the AusIMM Chartered Professional Program, members are entitled to describe themselves as being a 'Chartered Professional of The Australasian Institute of Mining and Metallurgy' and permitted to use the post-nominal 'CP' (with an abbreviation of the CP discipline if desired) following the holder's AusIMM membership grade, as follows:
  - a) CP only:
    - i. MAusIMM(CP)
    - ii. FAusIMM(CP)
    - iii. HonFAusIMM(CP)
  - b) Discipline-specific list:

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- i. Geology: CP(Geo)
  - ii. Geotechnical Engineering: CP(Geotech)
  - iii. Mining Engineering: CP(Min)
  - iv. Metallurgy: CP(Met)
  - v. Environment: CP(Env)
  - vi. Management: CP(Man)
- c) Grade examples:
- i. MAusIMM CP(Geo)
  - ii. FAusIMM CP(Man)

### ***D) Admission as an AusIMM Chartered Professional***

- 10) From 1 January 2018, a person shall be eligible for admission to the AusIMM Chartered Professional Program, if they meet the following eligibility requirements:
- a) Current financial membership of AusIMM at the grade of Member, Fellow or Honorary Fellow.
  - b) An appropriate tertiary degree or equivalent relevant to the discipline in which accreditation is sought. Refer to [Guideline 2 Qualification requirements](#). Certified qualification documentation must be provided, if not previously supplied to the AusIMM.
  - c) At least five years of relevant work experience within the mining industry in at least one [Area of Practice \(Guideline 3\)](#) in the discipline being applied for, demonstrated by a detailed curriculum vitae (CV);
  - d) Demonstrated key competencies, detailed by a written response to the [Competency Statements](#) providing clear evidence the applicant has worked competently in the area of practice and in the discipline applied for a period of at least 5 years since qualification;
  - e) Nomination of three (3) sponsors who are familiar with and can substantiate the applicant's qualifications and experience. Sponsors will be asked to provide a detailed peer review to confirm the competency of the applicant. Guidelines describing who can sponsor an applicant are detailed in [Guideline 4 Sponsor requirements](#).
  - f) A minimum satisfactory level of relevant Professional Development during the three years prior to the application for CP. This must be demonstrated by a completed [AusIMM online PD logbook](#), providing evidence that in the last three years the applicant has completed 150 hours of Professional Development in compliance with [Guideline 5 Professional Development requirements](#).
  - g) A declaration that:
    - i. All the information being submitted is a true and fair representation of the applicant's recent responsibilities, qualifications and experience
    - ii. They will adhere to these Regulations, the Code of Ethics of The AusIMM and any other Code in force in The AusIMM.
    - iii. They will commit to maintain the level of Professional Development required for accreditation as outlined in [Guideline 5 Professional Development requirements](#).
  - h) Payment of the application fee.

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### **E) Assessment for Registered Professional Engineers of Queensland (RPEQ)**

- 11) The AusIMM (through the CPPC) under agreement with the Board of Professional Engineers Queensland (BPEQ) may assess engineers applying for Registered Professional Engineer of Queensland (RPEQ) registration, who wish to provide Professional Engineering Services under the Professional Engineers Act 2002 (PE Act) within the mining industry in the state of Queensland. The CPPC does not have the authority to assess engineers who carry out *non-mining* professional engineering services on mine sites in Queensland.
- 12) Core disciplines in which applications can be assessed for recommendation as an RPEQ are:
  - a) Environment
  - b) Mining
  - c) Metallurgy
  - d) Geotechnical (Mining)
- 13) Following assessment and a positive recommendation by the AusIMM, the individual must apply directly to the BPEQ for registration.
- 14) Applicants may apply for RPEQ accreditation and Chartered Professional accreditation concurrently.
- 15) Registered Professional Engineers of Queensland (RPEQ) applicants must meet the same admission requirements and follow the same application process as applicants for Chartered Professional accreditation (see [Section D: Admission as an AusIMM Chartered Professional](#)), with the following exceptions:
  - a) RPEQ only applicants are *not* required to be current members of AusIMM;
  - b) RPEQ applicants must hold a four (4) year engineering degree in the discipline applied for, or be deemed to have equivalent qualifications as per the [Guideline 2 Qualification requirements](#).
  - c) RPEQ applicants will pay the fee for RPEQ assessment to the AusIMM. A separate fee for RPEQ registration is payable to the BPEQ.
- 16) Those assessed as competent for a RPEQ recommendation are subject to the Chartered Professional PD requirements, as detailed in [Guideline 5 Professional Development requirements](#). The CPPC will undertake PD audits of RPEQ registered members on behalf of the BPEQ when requested.

### **F) Assessment Process**

- 17) Applications will be assessed by two (2) Assessors and the outcome ratified by the CPPC.
- 18) If Assessors and the CPPC require clarification regarding any part of an application, an online interview may be arranged with the applicant.
- 19) Where the two Assessors do not agree on the outcome of a PD review, the Registrar will forward the assessment to the Chair and Deputy Chair or Immediate Past Chair of the CPPC for consideration and decision. If they cannot agree on an outcome, the assessment will be forwarded to the full CPPC for consideration and decision.
- 20) The CPPC shall have absolute discretion to:
  - a. allow or deny accreditation as an AusIMM Chartered Professional or approve an assessment for RPEQ; and
  - b. review a Chartered Professional's and RPEQ's competence and ability to meet the requirements of the program at any time.
- 21) If the CPPC is satisfied that an applicant is eligible, the applicant will be admitted to the appropriate discipline of Chartered Professional and notified accordingly.

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- 22) Admitted applicants will be added to the register of Chartered Professionals.
- 23) Admitted applicants may request a certificate of AusIMM Chartered Professional accreditation.
- 24) Rejected applicants will be advised accordingly, and feedback on their application will be provided. Any rejected applicant may re-apply after 12 months from the date of rejection by submitting a new application, and will be required to pay the application fee again.
- 25) The CPPC will reject an application if requested information is not supplied by the applicant or their sponsors within 90 days of the CPPC request, unless extenuating circumstances exist. Applicants rejected due to incomplete applications may re-apply after 6 months from the date of rejection by submitting a new application, and will be required to pay the application fee again.

### ***G) Applications for Two Chartered Professional Disciplines***

- 26) If an applicant wishes to apply for CP accreditation in two disciplines, two separate applications must be completed. Each will be assessed independently and applicants must demonstrate that they are fully qualified and experienced in each discipline.
- 27) The applicant must demonstrate that they have completed and agree to maintain their PD commitments for each discipline in which Chartered Professional accreditation is sought (150 hours for each discipline). The full 300 hours of PD must be demonstrated at the time of application and Logbook journal entries must specify to which discipline the hours are to be applied.
- 28) Applicants for two disciplines must supply three (3) sponsors in support of each discipline; however one (1) sponsor may be used in both applications.
- 29) Applicants for a technical discipline and the Management discipline may use one (1) sponsor in both applications; providing five (5) sponsors in total.
- 30) Applicants for multiple Chartered Professional accreditations will be required to pay the application fee for each discipline in which Chartered Professional accreditation is sought.
- 31) Holders of multiple Chartered Professional accreditations will be required to pay the annual fees, if applicable, for each discipline in which Chartered Professional accreditation is held.

### ***H) Applications for Discipline Transfers***

- 32) Where an applicant has a recorded history of assessment and currency with the Chartered Professional program and wishes to transfer to a related discipline, such as any technical discipline to Management, or Geology and Mining Engineering into Geotechnical (Mining), they are eligible to submit an abridged application.
- 33) Current CPs applying for discipline transfer from a technical discipline to Management are permitted to submit an abridged application where they supply:
  - a) one Sponsor from their current workplace who can testify to at least the most recent 12 months of employment;
  - b) a PD logbook that demonstrates 150 hours of acceptable PD;
  - c) a current CV; and
  - d) competency statements for the Management discipline.
- 34) Current CPs applying for discipline transfer to a different technical discipline are permitted to submit an abridged application where they supply:
  - a) one Sponsor from their current workplace who can testify to at least the most recent 12 months of employment;
  - b) a PD logbook that demonstrates 150 hours of acceptable PD, including at least 75 hours

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- of technical PD related to the new discipline;
  - c) a current CV;
  - d) competency statements for the new technical discipline; and
  - e) evidence of qualifications in the new discipline.
- 35) Applicants eligible to submit an abridged application in accordance with Regulation 33 and 34 may be asked to provide further information on request.

### **I) Applications for an Additional Recommendation/Accreditation**

- 36) Where an applicant is an AusIMM Chartered Professional seeking RPEQ assessment in the same discipline; or is RPEQ recommended and seeking Chartered Professional accreditation in the same discipline, they are eligible to submit an abridged application.
- 37) For applications/assessments that were approved *within the past three (3) years*, applicants are permitted to submit an abridged application where sponsor statements and competency statements are not required, but they must supply:
- a) a PD logbook that demonstrates 150 hours of acceptable PD; and
  - b) a current CV.
- 38) For applications/assessments that were approved *more than three (3) years ago*, applicants are permitted to submit an abridged application where sponsor statements are not required but they must supply:
- a) a PD logbook that demonstrates 150 hours of acceptable PD ; and
  - b) a current CV; and
  - c) competency statements covering the period since RPEQ accreditation / Chartered Professional accreditation.
- 39) Applicants eligible to submit an abridged application in accordance with Regulations 37 and 38 may be asked to provide further information on request.

### **J) Applications for Specific Reinstatements**

- 40) An abridged application may be submitted where an applicant is a Chartered Professional seeking reinstatement *less than three (3) years after* their membership was suspended or resigned. In this situation an applicant may submit an application with:
- a) one (1) Sponsor from their current workplace who can testify to at least the most recent 12 months of employment (careers must have resumed for more than a year after a break of no more than two years);
  - b) a PD logbook that demonstrates 150 hours of acceptable PD as per [Guideline 5: Professional Development \(PD\) requirements](#);
  - c) a current CV; and
  - d) competency statements covering the period since registration was suspended or resigned.

### **K) Maintaining Chartered Professional status**

- 41) To retain Chartered Professional accreditation, CPs must maintain:
- a) Current financial membership of AusIMM (Member, Fellow or Honorary Fellow); and
  - b) A minimum satisfactory level of relevant Professional Development demonstrated by a completed online PD logbook as per the PD requirements specified in [Guideline 5: Professional Development \(PD\) requirements](#).

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### **L) Requirements for ongoing Professional Development (PD)**

- 42) A Chartered Professional's Professional Development (PD) should focus on learning and activities in areas relevant to their technical or Management discipline *over and above* normal work related activities.
- 43) To maintain Chartered Professional (CP) accreditation, a CP must engage in a personal program of PD activities. Within each three (3) year period at least 150 hours of PD activities must be completed, averaging 50 hours per year, as per [Guideline 5: Professional Development \(PD\) requirements](#).

### **M) Recording and declaring Professional Development (PD) undertaken**

- 44) Each Chartered Professional must maintain a record of Professional Development undertaken for each discipline in which they are accredited.
- 45) Chartered Professionals must update the [AusIMM online PD Logbook](#) at minimum every three (3) months, logging any PD undertaken or entering 'nil' if no PD undertaken in that period. Reminders will be sent to CPs to complete this update, and any CP who does not comply will be flagged for a PD Review.
- 46) For PD undertaken in the three years prior to 1 January 2018, Chartered Professionals must maintain a record of PD undertaken either by updating the [AusIMM online PD Logbook](#) (historical entries are retained indefinitely) or by retaining an accurate PD logbook spreadsheet.
- 47) Annually, each Chartered Professional must review their PD logbook entries and declare (via electronic declaration) that:
  - their claim to PD is a true and correct record for the period of PD claimed; and
  - that the completion of at least 150 weighted hours of PD activities during the past three years has occurred .
- 48) If a Chartered Professional is unable to make this declaration, they should resign their CP status or contact the Registrar if they believe special circumstances are present.
- 49) A Chartered Professional who provides false or misleading information about their PD compliance will have their Chartered Professional accreditation revoked and the incident will be reported to the AusIMM Complaints and Ethics Committee as a breach of the AusIMM's Code of Ethics.

### **N) Career breaks**

- 50) A Chartered Professional should advise the Registrar of their intention to take a career break at the earliest opportunity, prior to the career break commencing. A career break will be recorded in the [AusIMM online PD Logbook](#).
- 51) The CPPC will not consider career breaks that are advised more than six months after the commencement of the break.
- 52) Chartered Professionals taking career breaks may maintain their CP accreditation provided their career breaks total less than two years in a three year period, and they maintain a minimum of 25 hours per year of acceptable PD during periods of career break.
- 53) The CPPC may allow differing maximum hours in categories such as *Category F: Private Reading*, where the Chartered Professional can justify the learning they undertook and why other PD categories were inaccessible to them at the time.
- 54) For career breaks totalling more than two years in a three year period, CP accreditation cannot be continued. If a career break is expected to be greater than two full years in three, Chartered Professionals should contact the Registrar at the earliest opportunity to discuss their individual circumstances.

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### **O) Isolated work and other special circumstances**

- 55) Chartered Professionals based or working in isolated areas, or who are experiencing other special circumstances, who believe they may not be able to meet the PD requirements (for example, due to the inability to attend technical conferences and meetings), must submit a statement *as soon as practical* to the Registrar, outlining their circumstances, the impact on their PD activities and suggestions for a modified PD requirement.
- 56) The CPPC will consider the Chartered Professional's request for a modified PD requirement due to these special circumstances, and notify them of the outcome accordingly.
- 57) The CPPC will not consider requests for special circumstances that are advised more than six months after commencement of the special circumstances.

### **P) Professional Development (PD) Review**

- 58) In addition to the annual Chartered Professional's declaration of compliance and the quarterly requirement to update the AusIMM online PD Logbook, the AusIMM will conduct random and non-random PD Reviews of Chartered Professionals (previously called PD audits).
- 59) Chartered Professionals will be called for a PD Review on average every 5 years, but not more than once every three (3) years and no less than once every eight (8) years.
- 60) Approximately 15 per cent of Chartered Professionals will be randomly selected for a PD review each year. The CPPC will determine the timing of the reviews, which will usually be completed in four batches each year.
- 61) A Chartered Professional who marginally passed their last PD Review will be automatically selected for review after three (3) years.
- 62) When called for PD Review a Chartered Professional must within one month provide the following:
  - a) Details of their recent experience and current practice in the form of a detailed and technically focused current curriculum vitae (CV) that details the member's areas of professional practice covering at least that three-year period. CVs that contain insufficient detail will not be accepted.
  - b) A record of PD activities over the immediate past three years, or a time period in the previous 3-4 years as specified by the Registrar, by ensuring information in the [AusIMM online PD Logbook](#) is up to date and any evidence relating to the entries is uploaded where possible.
  - c) Reflection on PD undertaken by completing the questions in the [AusIMM online PD Logbook](#).
  - d) Any other information that is requested by the Registrar to clarify the evidence provided, such as a summary of diary records, course/seminar enrolment records, receipts, certificates, assessment reports, employer/supervisor/peer/client reports or statutory declarations.

### **Q) Professional Development (PD) Review Process**

- 63) The Registrar will notify the Chartered Professional of the PD Review, and within 30 days the CP must provide the documentation requested.
- 64) A Chartered Professional who fails to make an acceptable submission (including providing clarifying documentation) within three (3) months of being notified of a PD Review will have

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- their accreditation suspended and their name removed from the Register of Chartered Professionals, unless an extension of time is requested, providing a reasonable explanation, as determined by the CPPC.
- 65) Once documentation is received, the Registrar will assign each PD review to two (2) Assessors, at least one of whom will be in the same discipline.
  - 66) If an Assessor believes there is, or could be, a Conflict of Interest they will notify the Registrar and the PD review will be assigned to a different Assessor.
  - 67) Assessors will forward their final recommendation (outcome) to the Registrar, who will compile the outcomes.
  - 68) Where the two Assessors do not agree on the outcome of a PD review, the Registrar will forward the assessment to the Chair and Deputy Chair or Immediate Past Chair of the CPPC for consideration and decision. If they cannot agree on an outcome, the assessment will be forwarded to the full CPPC for consideration and decision.
  - 69) Where non-compliance is found, the Registrar will contact the reviewee to comment on the non-compliance, including clarification of specific entries; a re-submission of the PD Logbook; and/or an interview with the reviewee to clarify the claims. The reviewee will be allowed one month to respond and the Assessors will review this new information prior to making their final recommendation to the CPPC.
  - 70) The Registrar will compile the final Assessor outcomes and forward to the CPPC, who will consider the outcome for ratification.
  - 71) A Chartered Professional who the CPPC determines as having failed their PD Review, will have their accreditation revoked and their name removed from the Register of Chartered Professionals. They may apply again after a period of 12 months as long as they have completed sufficient PD for their logbook to be compliant.
  - 72) Quality Assurance (QA) auditing of application assessments and PD reviews will be undertaken by the CPPC on a regular basis to ensure guidelines and procedures are being followed at all times, and that decisions are repeatable and verifiable.

### **R) Appeals**

- 73) If a failed applicant disagrees with the reasons stated for the outcome of their application or Professional Development (PD) review, they may appeal the outcome to the Chair of the CPPC. Such appeals must be lodged with the Registrar within 30 days of the date of the outcome letter, stating the grounds for the appeal.
- 74) The Registrar will attempt to resolve the appeal through the CPPC Chair/Deputy Chair, who may review the application or PD Review and refer to the full CPPC for decision, if required.
- 75) Where the Chair and Vice Chair believe that the appeal has grounds, they may order a Quality Assurance (QA) audit of the process under appeal and make a determination on the appeal from those findings.
- 76) Where an application appeal is successful, the revised outcome will be considered for ratification by the CPPC.
- 77) Where an appeal is unsuccessful, the decision of the CPPC shall be final and not subject to any further appeal. The applicant may reapply for the Chartered Professional Program 12 months after the final determination by the CPPC.
- 78) If an applicant believes the administrative procedures specified by these Regulations with regards to their admission to the Chartered Professional Program have not been followed, they may appeal the rejection of their application to the Chief Executive Officer of The AusIMM within one month of receiving the application outcome, stating which section of these Regulations have allegedly been breached.

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### **S) Fees and Subscriptions**

- 79) The CPPC may recommend, for the approval of the AusIMM Board, any fees, in addition to AusIMM membership fees, that may be payable upon application for accreditation and/or an annual subscription fee for maintaining accreditation.
- 80) Details of any prescribed fees approved by the Board, including the amount and date/s for payment, will be posted on [the AusIMM web site](#).
- 81) If prescribed, an annual subscription shall be payable each year with the membership fees, following the Chartered Professional's annual certification of their Professional Development activities.
- 82) If a Chartered Professional has not paid the annual subscription and/or their AusIMM membership fee by the due date, the CPPC may suspend or cancel that person's Chartered Professional accreditation and remove that person's name from the Register of Chartered Professionals.

### **T) Cessation of Chartered Professional Accreditation**

- 83) A Chartered Professional who ceases to be a member of the AusIMM shall cease to be a Chartered Professional and their name shall be removed from the Register of Chartered Professionals.
- 84) A Chartered Professional who fails to provide evidence of their compliance with their Professional Development obligations within three months of such evidence being requested, shall be deemed to have forfeited their Chartered Professional accreditation and shall be removed from the Register of Chartered Professionals.
- 85) A Chartered Professional who fails their Professional Development review shall be deemed to have forfeited their Chartered Professional accreditation and shall be removed from the Register of Chartered Professionals.
- 86) A Chartered Professional who fails to pay the annual subscription fee and/or their annual AusIMM membership fee by 31 March of the subscription year shall be deemed to have forfeited their Chartered Professional accreditation and shall be removed from the Register of Chartered Professionals.
- 87) A person may resign their Chartered Professional accreditation by informing the Registrar in writing, whereupon they shall be removed from the Register of Chartered Professionals.
- 88) The rights and privileges of a Chartered Professional shall cease immediately upon that person's removal from the Register of Chartered Professionals.

### **U) Complaints and Disciplinary Action**

- 89) Any alleged unprofessional behaviour by a Chartered Professional should be reported in accordance with the AusIMM standard complaints procedures.

## **Chartered Professional Guideline 1:**

### **Criteria for Establishing a New Chartered Professional Discipline**

1. For a new Chartered Professional discipline to be considered by the CPPC, there needs to be sufficient perceived demand and a group of content expert 'champions' to lead the proposal.
2. A minimum of three initial champions are required who can demonstrate competence in the new discipline and can lead the development of the competency framework, assessing procedure specifics, PD guidance etc.
3. A working group comprising of at least ten potential Chartered Professionals in the proposed discipline (with advanced standing) will be formed to consult over the discipline's specific requirements.
4. The working group must develop the following for consideration by the CPPC:
  - a) Marketing strategy: value proposition to recruit Chartered Professionals to this new discipline
  - b) Areas of Practice descriptors (as per Guideline 3)
  - c) Competency Statements template
5. A minimum of 30 expressions of interest (including those in the working group) must be received for a new discipline to be developed, with a view to creating a minimum critical mass of 30-40 Chartered Professionals in that discipline in the first year.
6. One of the initial champions is required to be a nominee to the CPPC, and the first 'competent' Assessor.

## Chartered Professional Guideline 2: Qualification requirements

**Table 1: Minimum Qualifications for entry to the AusIMM Chartered Professional Program**

Discipline	Tertiary Qualifications	Alternative
Environmental Science and/or Environmental Engineering	<ul style="list-style-type: none"> <li>3 year degree (BSc, BEnvSc) + [honours/postgraduate or 10 years' experience*]</li> <li>4 year Bachelor or Master of Engineering (Environmental Engineering)</li> </ul>	<ul style="list-style-type: none"> <li>Engineering primary degree + postgraduate in Environmental field of study.</li> <li>For applicants without an appropriate tertiary qualification, the environment must be the applicant's main area of technical work and the applicant must have sufficient other qualifications related to Environment to meet the criteria to allow admission to Membership of the AusIMM.</li> </ul>
Geology	<ul style="list-style-type: none"> <li>3 year degree (BSc, BGeol, BApGeol or similar) + [honours/postgraduate or 10 years' experience*]</li> </ul>	
Metallurgy	<ul style="list-style-type: none"> <li>4 year Bachelor or Master of Engineering in Metallurgy or Chemical Engineering</li> </ul>	<ul style="list-style-type: none"> <li>4 year Bachelor or Master degree in Mechanical Engineering + [one year postgraduate study in Metallurgy or 10 years' equivalent experience*]</li> </ul>
Mining	<ul style="list-style-type: none"> <li>4 year Bachelor of Engineering (Mining Engineering)</li> </ul>	<ul style="list-style-type: none"> <li>4 year Bachelor or Master of Engineering in Civil Engineering + 5 years' experience for open pit</li> <li>4 year Surveying degree + [postgraduate and 10 years' experience]</li> <li>3 year Diploma or Degree + [honours/postgraduate or 10 years' experience and evidence of relevant PD and mandatory interview]</li> <li>First Class Mine Manager's Certificate of Competency</li> </ul>
Management	<ul style="list-style-type: none"> <li>A relevant tertiary degree that allowed admission to Membership of the AusIMM + 10 years minerals industry experience</li> </ul>	
Geotechnical Engineering (Mining)	<ul style="list-style-type: none"> <li>4 year Bachelor or Master of Engineering degree (Geotech)</li> </ul>	<ul style="list-style-type: none"> <li>3 year Geology degree + [10 years' Geotechnical experience in 15 years total* or postgraduate degree in Geomechanics]</li> <li>4 year Bachelor of Engineering (Mining or Civil Engineering) + [1 year postgraduate or 10 years' Geotechnical experience*]</li> </ul>

\*Those applying with 10 years' equivalent experience must attend a mandatory interview to assess skill level.

## Chartered Professional Guideline 2: Qualification requirements

**Table 2: Minimum Qualifications for Registered Professional Engineer of Queensland (RPEQ) assessment**

Discipline	Tertiary Qualifications required	Deemed equivalent**
Environment	<ul style="list-style-type: none"> <li>4 year Bachelor or Master of Engineering (Environmental Engineering)</li> </ul>	<ul style="list-style-type: none"> <li>Engineering primary degree + postgraduate in Environmental field of study.</li> <li>3 year degree (BSc, BEnvSc) + [Honours or 10 years' experience*]</li> </ul>
Metallurgy	<ul style="list-style-type: none"> <li>4 year Bachelor or Master of Engineering in Metallurgy or Chemical Engineering</li> </ul>	<ul style="list-style-type: none"> <li>4 year Bachelor or Master degree in Mechanical Engineering + [one year postgraduate study in Metallurgy or 10 years' equivalent experience*]</li> </ul>
Mining	4 year Bachelor of Engineering (Mining Engineering)	<ul style="list-style-type: none"> <li>4 year Bachelor or Master of Engineering in Civil Engineering + 5 years' experience for open pit</li> <li>4 year Surveying degree + [postgraduate and 10 years' experience]</li> <li>3 year Diploma or Degree + [honours/postgraduate or 10 years' experience and evidence of relevant PD and mandatory interview]</li> </ul>
Geotechnical Engineering (Mining)	<ul style="list-style-type: none"> <li>4 year Bachelor or Master of Engineering degree (Geotech)</li> </ul>	<ul style="list-style-type: none"> <li>3 year Geology degree + [10 years' Geotechnical experience in 15 years total* or postgraduate degree in Geomechanics]</li> <li>4 year Bachelor of Engineering (Mining or Civil Engineering) + [1 year postgraduate or 10 years' Geotechnical experience*]</li> </ul>

\*Those applying with 10 years' equivalent experience must attend a mandatory interview to assess skill level.

\*\*A deemed equivalent path must include a 3 year relevant degree plus significant evidence of:

- on-the-job training; and/or
- institutional post-graduate training; and/or
- continuous professional development; and/or
- mentoring and training from more experienced professionals.

Applicants who have completed TAFE-equivalent training courses, but have no formal degree, cannot meet the minimum qualification requirements of RPEQ.

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## Chartered Professional Guideline 3: Areas of Practice

### 1. Areas of Practice: Environment

An Environmental Scientist or Environmental Engineer is a professional who undertakes activities which aim to minimize environmental harm being caused by single or multiple mining operations.

This work can include preparation and implementation of environmental management plans; development, implementation and analysis of environmental monitoring programs; preparation and implementation of mine closure plans, rehabilitation and remediation programs; creation of long term surveillance and monitoring programs; and community consultation and liaison in relation to environmental matters. These professionals prepare regulatory documents from the industry as well as from a government perspective, undertaking review and approval processes for regulatory documents as well as developing related policy. Research environmental scientists/engineers may be engaged in a range of disciplines which support the application of sustainable development principles for all phases of the mining life cycle.

The following areas of practice are offered as examples of experience that is required for registration as a Chartered Professional (Environment). Professional experience need not be limited to those listed and applications will be considered for appropriate areas of practice in addition to those listed below.

#### 1. Environmental science. *Technical understanding of:*

- 1.1. water, land, air, ecology, geochemistry or other relevant environmental disciplines
- 1.2. the application of environmental science to mitigation and management of development impacts and/or land use; and/or
- 1.3. environmental rehabilitation/remediation.

#### 2. Application of Sustainable Development. *Principles may include;*

- 2.1. circular economy;
- 2.2. intergenerational equity;
- 2.3. social, economic and environmental aspects integrated;
- 2.4. triple bottom line accounting; and/or
- 2.5. SD reporting.

#### 3. Environmental planning which may include:

- 3.1. designing for closure from the outset of a mining project;
- 3.2. minimising disturbance footprint;
- 3.3. integration of corporate and statutory environmental requirements into plans;
- 3.4. integration and coordination of environmental and engineering streams of knowledge;
- 3.5. planning during any phase -project design, operations, rehabilitation and closure;
- 3.6. facilitating environmental risk assessment including;
  - i. defining objectives – environmental targets/completion criteria
  - ii. applying appropriate risk methodologies;
  - iii. leading risk assessment processes with multi-disciplinary teams;
  - iv. applying appropriate control measures to achieve superior

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- v. environmental outcomes, and  
evaluation of effectiveness of control measures;
  - 3.7. development/coordination of environmental management plans.
4. Rehabilitation, remediation and closure which may include:
- 4.1. understanding the principles of closure design;
  - 4.2. determining appropriate end use criteria for disturbed land;
  - 4.3. engaging stakeholders directly or facilitating engagement processes;
  - 4.4. rehabilitating disturbed land;
  - 4.5. implementing project closures; and/or
  - 4.6. development of appropriate remediation and closure standards (eg water/soil quality, rehabilitation).
5. Specialist investigations and/or research which may include:
- 5.1. Research;
  - 5.2. characterising mining waste geochemistry;
  - 5.3. defining existing environmental and socio-economic conditions;
  - 5.4. predicting and quantifying potential impacts of development proposals;
  - 5.5. recommending and designing measures to mitigate impacts;
  - 5.6. writing of specialist investigation reports; and/or
  - 5.7. reviewing performance against predictions and incorporating new knowledge into plans/practices.
6. Environmental impact assessment which may include:
- 6.1. describing the existing environment;
  - 6.2. baseline studies;
  - 6.3. describing the proposed project and associated environmental mitigation measures;
  - 6.4. predicting residual environmental effects and safeguards;
  - 6.5. writing of environmental impact assessment documentation;
  - 6.6. coordination of environmental impact statements and environmental feasibility studies; and/or
  - 6.7. engaging with stakeholders in relation to environmental issues and impact assessment.
7. Environmental monitoring which may include:
- 7.1. determination of environmental variables needing to be measured;
  - 7.2. analysing and interpreting environmental data;

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- 7.3. writing of monitoring reports; and/or
  - 7.4. taking the findings of monitoring and applying intervention;
8. Environmental management which may include:
- 8.1. addressing existing obligations;
  - 8.2. implementation of environmental management plans and systems;
  - 8.3. undertaking environmental auditing;
  - 8.4. investigation of environmental incidents; and/or
  - 8.5. preparation of emergency procedures.
9. Stakeholder engagement which may include:
- 9.1. government liaison;
  - 9.2. community consultation;
  - 9.3. public education programs;
  - 9.4. indigenous engagement;
  - 9.5. science and engineering communication appropriate to stakeholders; and/or
  - 9.6. engagement with non-government organisations.
10. Environmental policy and advice which may include:
- 10.1. formulation and implementation of environmental policies;
  - 10.2. strategic environmental advice; and/or
  - 10.3. preparation of guidelines for good environmental practices and management activities.
11. Waste management which may include:
- 11.1. the design, development implementation and management of mining and other wastes;
  - 11.2. understanding and applying the Waste Hierarchy;
  - 11.3. optimising water and waste treatment/management;
  - 11.4. developing sound rehabilitation, remediation and closure concepts;
  - 11.5. identifying multi-disciplinary skills/expertise needed for holistic waste management and closure planning; and/or
  - 11.6. developing and implementing cleaner production methods.
12. Safety, health and risk includes implementation of workplace health and safety systems that include:

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- 12.1. hazard identification;
- 12.2. S&H risk assessment;
- 12.3. implementation of controls;
- 12.4. effective monitoring; and/or
- 12.5. comprehensive review.

## Chartered Professional Guideline 3: Areas of Practice

### 2. Areas of Practice: Geology

A geologist is a professional who studies, investigates or explores the earth's crust to find mineral resources (including hydrocarbons) of sufficient quantity and having sufficient content of useful metals or other commodities to warrant their extraction; or controls and monitors the geological aspects of subsequent mining and extracting operations; or determines those structural characteristics of the earth's crust that may affect the design, safety or practicability of excavations (either on the surface or underground) required for mining operations or civil engineering excavations.

The following areas of practice are offered as examples of experience that is required for registration as a Chartered Professional (Geology). Professional experience need not be limited to those listed and applications will be considered for appropriate areas of practice in addition to those listed below.

1. Exploration strategy:

- 1.1. experienced in the strategic aspects of exploration, who advises on corporate philosophies, objectives and general implementation
- 1.2. usually a person with extensive experience at the exploration executive level

2. Exploration planning and management:

- 2.1. advising on and/or who undertakes the planning and management of exploration programs
- 2.2. usually dealing with the 'hands-on' rather than the strategic aspects of exploration
- 2.3. detailed knowledge of drilling techniques (e.g. open hole, core, reverse circulation etc.)

3. Exploration property appraisal:

Note: This category does not cover the economic valuation of exploration properties.

- 3.1. technical assessment and evaluation of exploration properties
- 3.2. a geologist with sufficiently broad and relevant experience to qualify as the author of a Technical Report, as defined in the VALMIN Code (1998) (as modified from time to time), on an exploration property

4. Geochemistry:

- 4.1. planning, design, implementation and assessment of geochemical exploration programs
- 4.2. experienced in the theory of geochemistry and its application to mineral exploration

5. Geophysics:

- 5.1. planning, design, implementation and assessment of geophysical exploration programs
- 5.2. experienced in the theory of geophysics and its application to mineral exploration

6. Photogeology and remote sensing:

- 6.1. geological interpretation of aerial photographs and/or of satellite images
- 6.2. theoretical aspects of photogeology and remote sensing and their application to mineral exploration

7. Mineral Resource/Ore Reserve estimation (including geostatistics):

- 7.1. advising on, and/or undertaking, the preparation of Mineral Resource estimates
- 7.2. a geologist who is sufficiently experienced to contribute to, or in restricted circumstances to undertake, the preparation of JORC compliant (or equivalent code complaint) Ore Reserve estimates
- 7.3. a geostatistician who specialised in Resource/Reserve estimation

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8. Mining geology/grade control:

- 8.1. advising on geological aspects of existing or planned mining operations
- 8.2. experienced in the field of mine grade control

9. Structural geology: A specialist who advises on, or who undertakes, structural geological studies related to the exploration for, and/or mining of, mineral deposits

10. Mineralogical services:

- 10.1. experienced in petrology and/or mineralogy as it relates to the exploration for, and/or mining of, mineral deposits
- 10.2. a geologist who provides petrological and/or mineralogical services including QEMSCAN/MLA techniques

11. Geochemical Analytical and Sampling Methods:

- 11.1. a geologist with knowledge of basic geochemical techniques, particularly where they apply to exploration, grade control, variability testing and sterilisation testing
- 11.2. a geologist with understanding how to take representative samples and blending/composition techniques. Examples of analytical techniques include XRF, XRD, Wet Chemistry Methods, ICP-OES, ICP-MS, AAS etc.

12. Safety, health and risk. Implementation of workplace health and safety systems that provide for:

- 12.1. hazard identification
- 12.2. risk assessment
- 12.3. implementation of controls
- 12.4. effective monitoring
- 12.5. comprehensive review.

## Chartered Professional Guideline 3: Areas of Practice

### 3. Areas of Practice: Metallurgy

A metallurgist is a professional who either investigates, plans, designs or directly controls the process of converting minerals produced by mining into primary commodities of economic value in sufficient quantity to be used in the manufacture of economic goods

The following areas of practice are offered as examples of experience that is required for registration as a Chartered Professional (Metallurgy). Professional experience need not be limited to those listed and applications will be considered for appropriate areas of practice in addition to those listed below.

#### 1. Process investigation and test work:

- 1.1. a minimum of five years' experience of laboratory and pilot plant investigations using mineral processes
- 1.2. extensive experience in undertaking process investigation and development for mineral projects
- 1.3. experience in testing and developing new process technology

#### 2. Flow sheet development, plant design and commissioning:

- 2.1. a metallurgist who uses the results of process investigation and test work to design a flow sheet for a planned mineral development
- 2.2. a metallurgist with appropriate experience to select and size suitable equipment, and to prepare materials balances for a proposed or existing operation
- 2.3. usually a person who has had extensive practical process plant operating experience and/or extensive commissioning experience on which to base their design recommendations

#### 3. Project appraisal.

*Note: This specialisation may not include the economic valuation of existing and proposed metallurgical operations.*

- 3.1. the technical assessment and evaluation of current and proposed mineral treatment operations such as conducting Due Diligences and Independent Technical Reviews (ITRs)
- 3.2. a person with sufficiently broad and relevant experience to qualify as the author of a Technical Report, as defined in the VALMIN Code (1998) (as modified from time to time), on an exploration property includes supporting JORC Resource and Reserve statements and NI43-101 reports

#### 4. Project planning and management:

- 4.1. Extensive experience in the planning, design, implementation and commissioning of new processing plants, or in the upgrading/optimisation of existing processing plants.

#### 5. Project Studies.

- 5.1. Includes: experiences in studies such as Conceptual, Scoping, Pre-Feasibility and Feasibility, including testwork evaluation, flowsheet selection, process modelling, mass and water balances, design criteria, equipment sizing and selection, development of operating and capital costs, provision of inputs for financial modelling, and technical report preparation.

#### 6. Operational management:

- 6.1. hands-on experience of plant operation and management
- 6.2. working as a mill or smelter superintendent
- 6.3. experience gained in trouble-shooting operations

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#### **7. Mineral processing:**

- 7.1. the application of mineral processing, such as, but not limited to, flotation, magnetic separation, electrical separation, gravity, sorting, classification and cyanidation in the testing laboratory, pilot plant, or production plant
- 7.2. experience may have been gained in the treatment of, but not limited to, base and precious metal ores, uranium ores, iron ores, mineral sands, alloying metal ores (manganese, chromium, tungsten, molybdenum, etc.), rare earth ores and industrial minerals such as graphite and mineral sands

#### **8. Hydrometallurgy (including electrowinning, leaching and bacterial action):**

- 8.1. the application of hydrometallurgy to mineral processing operations, in the testing laboratory, pilot plant, or production plant
- 8.2. may have chemical engineering qualifications rather than metallurgy
- 8.3. experience gained in the treatment of uranium, copper, nickel and rare earth ores, but not gold cyanidation

#### **9. Roasting, smelting and refining:**

- 9.1. experienced in pyrometallurgical or electrometallurgical aspects of mineral processing
- 9.2. experience may be in laboratory investigations plant/ process design or in operations, or in all of these

#### **10. Comminution and sizing.**

- 10.1. a metallurgist who advises on aspects of size reduction including crushing, grinding and sizing in a production plant or staged crushing, sieving, cyclosizing/laser sizing in a laboratory
- 10.2. the person may have spent most of their career working in this field of processing

#### **11. Materials handling:**

- 11.1. experience in materials handling by conveyor, elevator, chutes, pumped slurry, thickening, tailings management and storage etc.
- 11.2. qualifications may be in metallurgy or in chemical or mechanical engineering

#### **12. Coal washing. A metallurgist with experience in the testwork, development, design, commissioning and/or operation of coal washeries.**

#### **13. Infrastructure management:**

- 13.1. the assessment and/or the design, construction and/or management of power and water supply facilities and/or tailings storage facilities
- 13.2. qualifications may be in metallurgy, but may also be in other fields of engineering

#### **14. Laboratory testing methods.**

- 14.1. Includes knowledge/understanding of basic mineral processing laboratory techniques such as Work Index determination, breakage factors, locked cycle flotation testing, variability testing, leaching, effect of gangue minerals, dewatering and mineralogical techniques such as XRD and QEMSCAN/MLA for liberation and quantitative mineralogical analysis.

#### **15. Geochemical Analytical Methods.**

- 15.1. Includes knowledge of basic geochemical techniques, particularly where they apply to metallurgical assays of head, tailings and concentrate samples. Examples include XRF, XRD, Wet Chemistry Methods, ICP-OES, ICP-MS, AAS etc.

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16. Safety, health and risk. Implementation of workplace health and safety systems that provide for:

- 16.1. hazard identification (particularly in the usage of chemicals, heat, pressure and electromagnetic/electrostatic fields)
- 16.2. risk assessment
- 16.3. implementation of controls
- 16.4. effective monitoring
- 16.5. comprehensive review.

This should be undertaken with reference to appropriate codes and guidelines.

## Chartered Professional Guideline 3: Areas of Practice

### 4. Areas of Practice: Mining Engineering

A mining engineer is a professional who investigates, plans, designs or directly controls the process of extracting naturally occurring minerals containing useful commodities from the earth's crust.

The following areas of practice are offered as examples of experience that is required for registration as a Chartered Professional (Mining Engineering). Professional experience need not be limited to those listed and applications will be considered for appropriate areas of practice in addition to those listed below.

1. Coal mining open pit: Extensive experience in Coal Reserve estimation, planning, design, mining operations, scheduling, budget preparation, risk management, operations coordination and management of open pit coal mines.
2. Coal mining underground: Extensive experience in Coal Reserve estimation, planning, design, mining operations, scheduling, budget preparation, risk management, operations coordination and management of underground coal mines.
3. Coal project technical, technical auditing and technical due diligence: A well-rounded understanding of Coal Reserve estimation, planning, design, operations, scheduling, budget preparation, risk management, supporting infrastructure requirements, construction and operations coordination and management of coal mines.
4. Metalliferous mining open pit: Extensive experience in Ore Reserve estimation, planning, design, mining operations, scheduling, budget preparation, risk management, operations coordination and management of metalliferous open pit mines.
5. Metalliferous mining underground: Extensive experience in Ore Reserve estimation, planning, design, mining operations, scheduling, budget preparation, risk management, operations coordination and management of underground metalliferous mines.
6. Metalliferous project technical, technical auditing and technical due diligence: A well-rounded understanding of Ore Reserve estimation, planning, design, scheduling, budget preparation, risk management, supporting requirements, construction and operations coordination, and management of metalliferous mines.
7. Alluvial mining, dredging: A well-rounded understanding of Ore Reserve estimation, planning, design, mining operations scheduling, budget preparation, risk management, supporting infrastructure requirements, construction and operations coordination and management of alluvial mines.
8. Quarrying: A well-rounded understanding of Ore Reserve estimation, planning, design, mining operations, scheduling, budget preparation, risk management, supporting infrastructure requirements, construction and operations coordination and management of quarries.
9. Mine services: A well-rounded understanding of mining construction and operations and the required supporting infrastructure including ventilation, backfill, de-watering, haulage, utilities and maintenance to service the operations.
10. Geotechnical services: A well-rounded understanding of rock mechanics, slopes stability and water management during mining construction and mining operations, experience in assessing ground conditions and associated risks.
11. Safety, health and risk. Implementation of workplace health and safety systems that provide for:
  - 11.1. hazard identification
  - 11.2. risk assessment
  - 11.3. implementation of controls
  - 11.4. effective monitoring
  - 11.5. comprehensive review.

## Chartered Professional Guideline 3: Areas of Practice

### 5. Areas of Practice: Management

The Management general area of practice is primarily for professionals who would formerly have qualified for Chartered Professional accreditation in one of The AusIMM's technical Core Disciplines and other professionals who are members of The AusIMM (including accountants, lawyers, mineral economists, engineers, etc.), who hold management or administrative positions, where most their day-to-day activities do not involve technical considerations.

Professionals for whom management forms a substantial and separate function may seek registration in Management in addition to their technical general area of practice. However, registration in Management is not warranted where managerial functions are only incidental to practice in a core technical discipline, in which case, registration should be in that core technical discipline.

The following areas of practice are offered as examples of experience that is required for registration as a Chartered Professional (Management). Professional experience need not be limited to those listed and applications will be considered for appropriate areas of practice in addition to those listed below. Applicants must show that their professional practice includes management, leadership or consultancy in one or more of the following categories.

1. Mine and mineral property valuation. A qualified professional with at least five years of experience in each of one or more of the following fields:

- 1.1. independent expert valuations
- 1.2. feasibility studies
- 1.3. technical audits.

This specialisation would generally require similar qualifications to those acceptable for the grant of a restricted and personal financial investment advising license under the provisions of the Corporations Law.

2. Marketing and sales. A qualified professional with at least five years of experience in each of one or more of the following fields:

- 2.1. marketing studies
- 2.2. commodity studies
- 2.3. product or service sales management

3. Corporate management. A qualified professional with at least five years of experience in each of one or more of the following fields:

- 3.1. listing and due diligence studies
- 3.2. strategic planning including company acquisition and capital raisings
- 3.3. shareholder relations including investor and broker presentations
- 3.4. mineral economic studies
- 3.5. financial planning including budget preparation and supervision of financial accounts preparation
- 3.6. corporate service on company boards in an executive or non-executive capacity
- 3.7. environmental management including energy efficiency, mine-site rehabilitation and environmental regulatory compliance

4. Mine management. A qualified professional with at least five years of experience in managing a company or a department / section within a company, including:

- 4.1. operations, budgeting and cost management
- 4.2. strategic planning including Life of Asset planning

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- 4.3. human resource
- 4.4. scope of work and work flow priorities
- 5. Tenement management and government relations. A qualified professional with at least five years of experience in each of one or more of the following fields:
  - 5.1. tenement management
  - 5.2. surveying
  - 5.3. resources law
  - 5.4. native title law
  - 5.5. community relations (including indigenous owners) relations
- 6. Human resources management. A qualified professional with at least five years of experience in each of one or more of the following fields:
  - 6.1. recruitment and personnel assessment
  - 6.2. training and education
  - 6.3. personnel management
- 7. Safety, health and risk. Implementation of workplace health and safety systems that provide for:
  - 7.1. hazard identification
  - 7.2. risk assessment
  - 7.3. implementation of controls
  - 7.4. effective monitoring
  - 7.5. comprehensive review

## Chartered Professional Guideline 3: Areas of Practice

### 6. Areas of Practice: Geotechnical (Mining)

A Geotechnical (Mining) professional investigates plans, designs and monitors the process of creating fit-for-purpose mining excavations associated with the surface or underground excavation of an in-situ rock mass, or matters directly associated therewith, including the construction or excavation of in-pit or underground infrastructure, the construction of waste dumps and stockpiles and the placement of backfill.

This discipline does not include geotechnical investigation and design for the construction of civil infrastructure on a mine site, specifically including access roads and rail lines, foundations for the construction of buildings and processing facilities, or tailings dams. The discipline also does not cover civil tunneling or civil underground storage.

#### Areas of Practice

1. The following areas of practice are offered as examples of experience that is required for registration as a Chartered Professional (Geotechnical - Mining). Professional experience need not be limited to those listed and applications will be considered for appropriate areas of practice in addition to those listed below.

#### 2. Site characterisation:

- 2.1. follow industry standard mapping requirements, and enhance proficiency in mine mapping skills with the ability to identify and focus on important aspects of the geotechnical regime
- 2.2. ability to finalise sectional interpretations for geotechnical domain definition and structural models.
- 2.3. ability to integrate geotechnical data into a field work component, e.g. sections, plans, etc.
- 2.4. plan and supervise data acquisition programs, interpret and analyse the data and report appropriately
- 2.5. demonstrated ability to recognise and interpret the significance of lithological units, alteration and structural in the field
- 2.6. ability to review, identify and design drill hole programs
- 2.7. ability to manage daily drilling activities and daily supervision of contractors
- 2.8. compile databases and reports on rock mass parameters
- 2.9. ability to plan, implement and manage field projects.
- 2.10. ability to recommend or undertake appropriate rock property testing and sample selection

#### 3. Geotechnical analysis and design

- 3.1. develop a model of the major geologic structures and geotechnical features of the mine
- 3.2. determine the geotechnical domains in the mine
- 3.3. assess rock mass quality within geotechnical domains
- 3.4. demonstrate familiarity with empirical, analytical and numerical design methods
- 3.5. carry out numerical modelling of stress and displacement and recommend actions resulting from investigation
- 3.6. understand limitations of analytical and numerical modelling tools
- 3.7. interpret data from instrumentation, e.g. ground movements from displacement monitoring equipment.
- 3.8. prepare and maintain key regulatory documentation (ground control management plan, open pit management plan, voids management plan, etc.)

### **Chartered Professional Guideline 3: Areas of Practice**

- 3.9. design and implement ground support standards, or site specific ground control installations.
- 3.10. review, update, and optimise geotechnical design guidelines for mine planning requirements

#### **4. Monitoring:**

- 4.1. ensure rock mass parameters and ground movements are captured in the mine database and in a timely manner
- 4.2. ensure information from rock mass assessments and ground movement monitoring is interpreted in a timely manner
- 4.3. analyse and report trends in monitoring data
- 4.4. analyse and report data from ground support quality testing programs eg grout, groundwater, shotcrete, etc.
- 4.5. analyse and report on testing of mine fill
- 4.6. design and specify instrumentation programs
- 4.7. supervise installation and maintenance of monitoring equipment
- 4.8. implement instrument reading and data collation programs
- 4.9. monitor ground performance and make recommendations accordingly
- 4.10. ensure systems are in place to determine the effect stress changes are having and will have on the mine environment
- 4.11. ensure systems are in place to monitor and assess mine seismicity in a timely manner
- 4.12. ensure collection and analysis of groundwater from mine environment, grout and fill samples for testing
- 4.13. monitor ground vibrations resulting from development and stope blasting.

#### **5. Mining systems:**

- 5.1. sound practical understanding of common mining methods, mining equipment capability and their interaction with the mine environment
- 5.2. provide appropriate information to mine management on the effect current mining practices are having on localised and mine wide ground stability issues in a timely manner
- 5.3. communicate to, and train to workforce on geotechnical hazard awareness

#### **6. Safety, health and risk. Implementation of workplace health and safety systems that provide for:**

- 6.1. hazard identification
- 6.2. risk assessment
- 6.3. implementation of controls
- 6.4. effective monitoring
- 6.5. comprehensive review.

## **Chartered Professional Guideline 4: Sponsor requirements**

1. Sponsors should be familiar with and be able to substantiate the applicant's qualifications and experience. Sponsors will be asked to provide a detailed peer review to confirm the competency of the applicant.
2. Each sponsor should have worked with the applicant for a period of at least 12 months.
3. Sponsors should be AusIMM Chartered Professionals or Chartered members of other relevant organisations.

If this is not possible, sponsors should be, in order of preference: Fellows of the AusIMM, or professionals who, in the opinion of the CPPC, are of comparable standing, and who are in a position to assess the applicant's work in the discipline of accreditation which is being sought.

4. Ideally one sponsor should be a CP in the discipline being applied for.
5. Only one sponsor may be from the current employer, except where the applicant has less than eight years' experience and the majority of which has been with their current employer. In this case two sponsors can be from the same employer.
6. The other two sponsors should be:
  - 6.1. from other organisations, clients, previous employers or former employees of the current employer; and
  - 6.2. from different stages of the applicant's career, excluding the current workplace.
  - 6.3. able to assess different periods of employment, if these two sponsors are from the same organisation.

## Chartered Professional Guideline 5: Professional Development (PD) requirements



### 1. PD Requirements

- 1.1. Continuing Professional Development is important for Chartered Professionals to demonstrate currency in their discipline.
- 1.2. A Chartered Professional's Professional Development (PD) should focus on learning and activities in areas relevant to their technical or Management discipline *over and above* normal work related activities.
- 1.3. To maintain Chartered Professional (CP) accreditation, a CP must engage in a personal program of PD activities. Within each three (3) year period at least 150 hours of PD activities must be completed, averaging 50 hours per year.
- 1.4. The 150 hours over three (3) years must include:
  - 1.4.1. For CPs in a technical discipline (not Management) a *minimum* of 75 hours of discipline specific technical PD;
  - 1.4.2. PD from at least one of the PD categories in **Table 1**, noting the *maximum* allowed for certain categories.
- 1.5. Where a CP's career is transitioning towards Management and their PD no longer reflects their technical discipline, they should apply for a transfer to CP Management, rather than fail a PD Review due to a lack of technical PD.

## Chartered Professional Guideline 5: Professional Development (PD) requirements

Table 1: Professional Development (PD) Requirements

Category	Category Description	Comments. See <a href="#">PD Further Detail (Appendix 6)</a> for an explanation	Maximum permitted hours (out of 150 hours total in three years)
<b>A</b>	<b>Formal Education:</b> Undertaking formal coursework relevant to the member's area of practice (postgraduate education, other coursework, programs, and certificates).	Report actual lecture hours or equivalent research hours or online engagement hours.	No maximum
<b>B</b>	<b>External and Internal Short Courses:</b> Technical and commercial courses not taken for award/degree purposes	Courses for general life skills not permitted.	No maximum
<b>C</b>	<b>Technical Conferences and Learned Society Meetings:</b> Including AusIMM Technical Meetings. Attending and presenting at relevant technical conferences, meetings, seminars, workshops and site visits that can be shown to add value to the member's practice.	Only technical learnings from non-technical events may be claimed and must be substantiated. 10 hours may be claimed for delivering a 1 hour technical presentation and may only be claimed once (not for repeat presentations).	No maximum
<b>D</b>	<b>Publications:</b> Material written and published in technical journals and technical conference papers.	May claim up to 40 hours for each technical paper or research report for conferences; up to 50 hours for papers subject to peer review for learned journals.	No maximum
<b>E</b>	<b>On-the-job Skill Enhancement:</b> Time spent on formal, structured and company-sponsored on-the-job training programs; personal self-education; and on-the-job research and evaluation	Claims must demonstrate that professional skills have been developed.	45 hours maximum in three years
<b>F</b>	<b>Private Reading of Learned Publications:</b> Relevant to the member's practice and the demonstrated use of the information gained.	Must demonstrate relevance to the member's practice and the new or enhanced learnings	52.5 hours maximum in three years
<b>G</b>	<b>Structured Mentoring:</b> Being part of a structured mentoring program (as a mentor or mentee)	Must be a structured formal program. Training/mentoring of own staff not able to be claimed.	30 hours maximum in three years
<b>H</b>	<b>Service to industry:</b> Active participation as a member of an industry committee, panel, board or similar	May include meeting attendance, preparation and associated work.	52.5 hours maximum in three years
<b>I</b>	<b>Peer reviewing:</b> Of technical journal, conference, lecture or course papers	Up to 1 hour per paper.	No maximum
<b>J</b>	<b>Other Activities:</b> That advance CPD but don't fall into the above categories	Must demonstrate relevance to the member's practice and the new or enhanced learnings	No maximum

## Chartered Professional Guideline 5: Professional Development (PD) requirements

### 2. Further Detail on PD Requirements

#### Category A: Formal education

- 2.1. Examples of acceptable courses and continuing education are higher degree courses (part time or full time) in Science, Engineering, Metallurgy and Environmental Studies, as well as other disciplines such as Business Studies, Management, Law, Commerce, Economics, Health & Safety, Environment, etc. Include actual hours of formal lectures or equivalent hours of research or online engagement for distance/internet delivered courses.
- 2.2. For Chartered Professionals undertaking a higher degree or a graduate diploma, the coursework involved (unless previously credited) will cover the requirements for PD for a three-year rolling period. Results must indicate successful progression and be uploaded to the online PD logbook.
- 2.3. Note: Prior to 2016 these claims had a 3 x weighting for contact hours, with the intention that this was to allow for non-contact study for preparation for tutorials, assignments, reading, and preparation for exams. Chartered Professionals undertaking a PD review covering the years 2014 and 2015 may utilise this 3 x weighting for those years. This clause does not cover new applications for CP.

#### Category B: External and internal short courses

- 2.4. Examples of **acceptable** courses and continuing education are short courses (including courses delivered online) run by tertiary institutions and other accredited educational establishments or consultants, government or semi-government bodies, professional institutions and individual undergraduate or postgraduate course units/subjects.
- 2.5. Examples of **unacceptable** courses are: guidance such as general life skills (e.g. first aid courses, non-technical software, Microsoft Office products); internal management presentations (e.g. site inductions, management policies); industrial safety training (e.g. working at heights); learning new languages; and general software training without an up-skill in new techniques.
- 2.6. Note: Prior to 2016 these claims had a 3 x weighting for contact hours, with the intention that this was to allow for non-contact study for preparation for tutorials, assignments, reading, and preparation for exams. Chartered Professionals undertaking a PD review covering the years 2014 and 2015 may utilise this 3 x weighting for those years. This clause does not cover new applications for CP.

#### Category C: Technical conferences and learned society meetings, including AusIMM technical meetings

##### Attendance

- 2.7. Attendance at relevant technical presentations (including cross-disciplinary events, Health and Safety, presentations of other technical disciplines such as law and accounting) should be counted based on the hours spent in actual attendance at relevant technical sessions.
- 2.8. The Logbook must record the areas where enhanced skills learned at the conferences and meetings have been put into practice by the member as part of their professional duties.
- 2.9. Where CPs claim for attendance at non-technical conferences and events (e.g. expos and promotional conferences) they must differentiate the hours of actual learning from the total hours spent at the event up to 25 per cent of hours attended. Examples of non-technical events include commercially or promotionally focused conferences such as 'Diggers and Dealers', 'Mining Indaba', Mines and Money, Mining Club Lunches, and PDAC.

##### Preparation and presentation

- 2.10. The preparation and presentation of material for courses (conferences, seminars, technical meetings and symposia) relevant to the applicant's CP discipline will be credited at a maximum of the duration of presentation hours x 10 and claims should be proportioned in line with effort or where multiple persons generate the material. Full details of the presentation location, timing and event organiser should be included in the claim as well as a description of the presentation.

## **Chartered Professional Guideline 5: Professional Development (PD) requirements**

- 2.11. Presenting the same material at technical meetings and conferences multiple times should not be claimed beyond the first presentation. Presenting similar material at multiple events (e.g. conferences) must be discounted or counted under 'lectures' in category E.
- 2.12. Presentations developed for multiple uses such as sales or organisational capability presentations will not be accepted.
- 2.13. Preparation of lectures and short course material should be claimed under category E

### **Category D: Publications**

- 2.14. Material written and published in technical journals and technical conference papers relevant to the applicants' CP discipline may be claimed:
  - up to 40 hours for each technical paper or research report for conferences;
  - up to 50 hours for papers subject to peer review for learned journals that have academic recognition by universities.
- 2.15. Full details of the publication must be supplied (uploaded or online link provided).
- 2.16. Where publications are co-authored, each author can claim a pro-rata share of the total time in proportion with their contribution. The lead author must ascribe some time to each co-author.
- 2.17. Claims for papers that develop on previous publications should be discounted in proportion to the previous content.
- 2.18. Claims are not permitted for: papers written with similar content for multiple events, regardless of the technical content; articles written for trade journals or news items; or interviews with journalists.

### **Category E: On-the-job skill enhancement**

- 2.19. Acceptable examples include: time spent on formal, structured and company-sponsored on-the-job training programs; personal self-education; and on-the-job research and evaluation.
- 2.20. Claims must be substantiated and it must be demonstrated that professional skills have been developed or enhanced, and that these skills can be used in the member's practice.
- 2.21. 15 hours annually may be claimed from acceptable activities such as:
  - undertaking a structured program of on-the-job training e.g. cadetships or graduate programs, where up to 10 per cent of the first three months of a new technical role may be claimed if justifiable and within the first 10 years of commencing that technical career.
  - initial preparation of lectures, courses and papers for on-the-job technical training programs which involves research and additional learning to create the presentation material.
  - industry involvement for those in academic positions or part-time academic lecturing for those in industry.
  - on-the-job and project evaluation of innovative or new technology, others' practices, or ideas of non-standard practice where skills are expanded.
  - original work including planning, evaluation and research, on existing operations and on new projects
  - visits to mining or minerals extraction or processing plants or sites for the purposes of enhancing the professional's knowledge or skills. Claims may only be made for hours actually spent in technical presentations or inspection of facilities. Where such visits occur as part of a professional assignment, such as a consulting brief or a due diligence assessment, the claim should be limited to that time involved in skill enhancement.

## Chartered Professional Guideline 5: Professional Development (PD) requirements

- visits to equipment vendors, testwork providers and assaying facilities where it can be shown that new and/or updated knowledge has been gained.
  - learning to use new computer programs to enhance professional skills (new learnings must be identified).
  - learning to design or use computer applications.
  - learning new codes and reporting requirements.
  - web site discussion forums.
  - review of company and project reports to gain knowledge for upgrading an existing project or planning a new project.
- 2.22. Unacceptable examples are: activities that otherwise would be included in normal job roles, including unsubstantiated blocks of time on projects or normal work (e.g. 100 hours for working on a project); and the learning of languages which may enable one to work more effectively in other geographical locations but does not increase professional skills.
- 2.23. Note: Prior to 2016 these claims had a x 0.5 multiplier. Chartered Professionals undertaking a PD review covering the years 2014 and 2015 will utilise this 0.5 x weighting for those years. This clause does not cover new applications for CP.

### Category F: Private reading of professional publications

- 2.24. Include the number of hours spent studying relevant publications with full referencing for non-conference proceedings or journal reading (seminar/conference proceedings, periodicals including The AusIMM Bulletin, and textbooks).
- 2.25. The maximum claim allowable for this classification is 17.5 hours per year
- 2.26. The PD Logbook must show the relevance of the information to the member's practice and the new or enhanced learnings.
- 2.27. Claims for the reading of non-technical publications will not be accepted. Non-acceptable publications are (but are not limited to) historical texts, general interest reading or industry news publications such as The Mining Chronicle, Longwall, Paydirt, Resources Stocks, Gold & Minerals Gazette, Mining Journal and Mining News.
- 2.28. Note: Prior to 2016 these claims had a x 0.5 multiplier. Chartered Professionals undertaking a PD review covering the years 2014 and 2015 will utilise this 0.5 x weighting for those years (and the 17.5 hours maximum per year remains in place). This clause does not cover new applications for CP.

### Category G: Structured Mentoring of professionals

- 2.29. Acceptable mentoring of professionals covers:
- being formally mentored (not supervised) in technical, professional and ethical matters.
  - mentoring and guiding other professionals in technical, professional and ethical matters to the extent that preparation and learning is required by the mentor.
- 2.30. Examples include being part of a structured and documented formal mentoring program, mentoring a professional to write a paper, or researching a topic to give advice on a specific issue.
- 2.31. Normal supervision or interaction in the workplace **cannot** be claimed.
- 2.32. Structured mentoring may be claimed up to a maximum of 10 hours per year.

### Category H: Industry engagement/Service to Industry

- 2.33. Service to the industry in the form of active participation as a member of an industry committee, panel, board or similar may be claimed up to a maximum of 17.5 hours per year.
- 2.34. Acceptable examples include:

## **Chartered Professional Guideline 5: Professional Development (PD) requirements**

- active participation as a member of relevant committees or societies (subcommittees, panels or boards)
  - meeting attendance (both face-to-face and electronic), formal minute-taking, preparation and review of documents associated with the committee (examples include budget preparation for treasurers, technical program coordination for branches or societies, technical conference organisation, interviewing scholarship candidates or newsletter editing) and other activities emanating from active participation
- 2.35. Simply being a member (or on the distribution list) of a committee, sub-committee, society or panel is not acceptable PD.

### **Category I: Peer Review**

- 2.36. Peer reviewing of technical journals, conference, lecture or course papers.
- 2.37. Up to 1 hour per paper may be claimed, unless detailed justification is provided to extend this to 2 hours.

### **Category J: Other activities**

- 1.1. Any activity that potentially advances PD, but does not come under any of the above classifications, may be claimed under 'other activities'.
- 1.2. Examples may include, but are not limited to:
- attendance at exhibitions and trade shows, to the extent that new learning as applied to current roles is clearly identified. Hours for general attendance should not be claimed.
  - Specific activities or experiences that improve or refresh skill. To be accepted, the journal entry must describe how the activity or experience contributed to improving or maintaining skill/competency.