

McLeod Training Organisation Pty Ltd



CAPABILITY STATEMENT

Executive Summary

McLeod Training Organisation Pty Ltd is an industry preferred provider of training and assessment in technical and leadership practices and demonstrates the following key features providing McLeod Training Organisation Pty Ltd (MTO) with a clear edge on competitors:

- Proven ability in working successfully with indigenous and cross-cultures of people in remote and developing regions, communities, villages in Australia and Internationally inclusive of cultural awareness
- Strong focus on safety and client productivity requirements
- Prompt reply to requests, quotes and on-site service delivery and requirements
- Programs of short courses to full Qualifications designed, developed and customised specifically to the clients needs
- Career paths offered from individual units or courses to leadership with Qualifications
- A Registered Training Organisation delivering national statements of attainments and qualifications within the Australian National Training System
- Flexible technical and leadership short courses and programs designed to suit the client's needs customised for the workplace

History:

The McLeod family trading as I. and W. McLeod has been known specialists within the Forest, Construction, Horticulture Industries delivering technical and leadership training and assessment skills and consulting for 23 years operating in all states of Australia and internationally.

I and W McLeod, since April 2003 trade as the “McLeod Training Organisation Pty Ltd” (MTO) and is an industry specialist delivering training and assessment of short courses to full Qualifications with a leadership career path offered to clients and industry specific consultancies to entities in Australia and Internationally.

The long term commitment of MTO to industry, has ensured a strong emphasis has been placed on the industry experience and specialist expertise that our teaching, assessing and consulting team possess and provides to our clients.

This foundation has evolved into the strategic development of MTO as a Registered Training Organisation (National Provider Number 31087) registered within the National Training System of Australia.

Services Provided:

Structure of Courses Offered:

Courses are designed to suit our client or participants needs and are tailor made to suit the client, venue, location, personal or work and production requirements. Courses generally are delivered with a component of formal theory, practical sessions, field trips where possible, practical instruction and practice on the work site and assessment in all environments. On enrolment a course program will be developed with you outlining the entire course from start to completion. This allows you to select the units of competence most suited to your requirements. Depending on your requirements you may elect to enrol in a full qualification or an individual unit of competence.

Course programs offered includes the following:

- Recognition of Current Competence Assessment only (RCC Assessment)
- Recognition of Prior Learning (RPL) (The learner provides the evidence for recognition of units of competence or Qualifications)
- RPL to suit an industrial application of skilled workers
- Delivery of individual units of competence
- Delivery of a Qualification

Registered Training Organisation Course Directory:

MTO Course Directory is your connection to a wealth of knowledge and information networks. Our courses leverage off MTO's experience, resources, learning strategies and delivery methodologies to ensure your individual or organisational success. Career paths are designed to start with individual job skills leading to a Qualification at Certificate or Diploma level.

Scope of Registration:

FPI10105 Certificate I in Forest & Forest Products
FPI20105 Certificate II in Forest Growing & Management
FPI20205 Certificate II in Harvesting & Haulage
FPI20305 Certificate II in Sawmilling & Processing
FPI30105 Certificate III in Forest Growing & Management
FPI30205 Certificate III in Harvesting & Haulage
FPI30305 Certificate III in Sawmilling & Processing
FPI40105 Certificate IV in Forest Operations
FPI50105 Diploma of Forest & Forest Products

CPC1010B Certificate I in Construction
CPCCOHS1001A Work Safely in the Construction Industry
RTF30703 Certificate III in Horticulture (Parks and Gardens)
RTF30103 Certificate III in Horticulture
RTF30203 Certificate III in Horticulture (Arboriculture)
RTF50103 Diploma of Horticulture
RTF50203 Diploma of Horticulture (Arboriculture)
30496QLD Course in Operating Loadshifting Equipment
30497QLD Course in Operating Cranes, Rigging and Scaffolding Equipment

Training Packages and Accredited Courses Offered:

FPI05 Forest and Forest Products Training Package
RTF03 Amenity Horticulture Training Package
CPC08 Construction, Plumbing and Services Integrated Framework Training Package
30496QLD Course in Operating Loadshifting Equipment Partial Completion
30497QLD Course in Operating Cranes, Rigging and Scaffolding Equipment Partial Completion

30496QLD Course in Operating Loadshifting Equipment Partial Completion:

OHSCER202A Operate a front end loader/backhoe
OHSCER203A Operate a front end loader
OHSCER204A Operate a front end loader (skid steer type)
OHSCER205A Operate an excavator
OHSCER207A Operate a forklift truck
OHSCER209A Operate a dozer (wheeled or tracked)
OHSCER211A Operate a vehicle loading crane (less than 10 metre tonne capacity)
OHSCER212A Operate a non-slewing non-articulating mobile crane (not exceeding 3 tonne capacity)
OHSCER217A Operate a grader
OHSCER215A Operate a roller

30497QLD Course in Operating Cranes, Rigging and Scaffolding Equipment

OHSCER218A Perform dogging operations
OHSCER222A Perform basic rigging
OHSCER223A Perform intermediate rigging
OHSCER224A Perform advanced rigging
OHSCER219A Erect basic scaffolding
OHSCER220A Erect intermediate scaffolding
OHSCER221A Erect advanced scaffolding
OHSCER228A Operate a vehicle loading crane
OHSCER229A Operate a bridge or gantry crane
OHSCER230A Operate a non-slewing mobile crane (greater than 3 tonne capacity)
OHSCER231A Operate a slewing mobile crane (up to 20 tonnes)
OHSCER232A Operate a slewing mobile crane (up to 60 tonnes)
OHSCER233A Operate a slewing mobile crane (up to 100 tonnes)
OHSCER234A Operate a slewing mobile crane (open/over 100 tonnes)
OHSCER235A Operate a boom type elevating work platform

Short Courses Offered:

CPCCOHS1001A Work Safely in the Construction Industry
TDTF1 97B Follows Occupational health & Safety Procedures (Transport & Distribution Blue Card)

HLTFFA301B Apply First Aid

Basic, senior and advanced levels on your work site or provided venue
Oxygen Resuscitation and Defibrillation

Chainsaw, Clearing and Pruning:

FPICOT2204A Maintain chainsaws

FPIFGM2207A Undertake brush cutting and clearing saw operations

FPICOT3238A Operate a pole saw

FPICOT2221A Trim and crosscut felled trees

FPIFGM2208A Fall trees manually basic

FPIFGM3204A Fall trees manually intermediate

FPIFGM3205A Fall trees manually advanced

FPICOT2234A Operate 4x4 vehicle

FPIFGM2205A Prune trees

FPIFGM3208A Perform complex 4x4 operations

RTF3019A Remove trees in confined spaces

RTF2027A Undertake standard climbing techniques

RTF2311A Undertake stump removal

RTF3031A Undertake complex tree climbing

RTF3702A Undertake Aerial Rescue

HLTHSE204B Follow Safe Manual Handling Practices

RTD2703A Operate in isolated and remote situations

RTE2308A Operate ride-on vehicles (ATV)

BCCCM2009B Work In Confined Spaces

BCGCM1006A Work safely at heights

BCCCM2002B Use Small Plant and Equipment

HLTFA301B Apply basic first aid

Courses tailor made to suit your organisation:

Heavy Machinery:

Machinery maintenance, forklift, construction and road construction equipment

Forestry heavy equipment for harvesting and forest growing

Forestry, Environmental and Resource Planning:

Resource planning and development & infrastructure planning and development of roads and forest harvesting plans

Cultural and heritage, environmental care and wildlife sites care planning and maintenance

Environmental Management & planning for all industries

Safety and Cultural Requirements:

Occupational Health and Safety at operator and management levels

Chemical handling and usage courses & Manual handling

Enterprise and Mine Site Staff Inductions:

Conduct enterprise inductions for employers in Australia or overseas

Aviation:

AVI2D108B Accept dangerous goods for air transport (Full Acceptance Course)

AVI2D208B Load and secure aviation freight

Loadmaster Training (PUASES005B: Marshal Aircraft)

Course Combinations: (Skill Sets)

Fire Skill Sets:

Skill Set 1, Fire Level 1(Basic):

PUAFIR201A Prevent Injury
PUATEA001A Work in a Team
PUAFIR204A Respond to Wildfire

Skill Set 2, Fire Level 2 (Basic):

PUAOPE001A Supervise Response
PUAFIR303A Suppress wildfire

Skill Set 3, Fire Skill Set (Fire level 1 Crew Member)

PUAFIR201A Prevent Injury
PUATEA001A Work in a Team
PUAFIR204A Respond to Wildfire
PUAOPE003A Field navigation and map reading
PUAOPE002A Operate Communications Equipment

Fire Skill 4, Set (Fire level 2 Crew Leader)

PUAOPE001A Supervise Response
PUAFIR303A Suppress wildfire
PUAOPE004A Conduct Briefings / debriefings

Skill set 5, (Sector leader type 1 IC)

PUATEA002A Work Autonomously
PUACOM001B Communicate in the workplace
PUALAW001A Protect and preserve incident scene
BSBCMN416A Identify risk and apply risk management processes

Skill set 6, (Sector leader type 2 and above)

PUAOPE005A Manage a multi-team response
PUACOM012A Liaise with media at local level
PUAFIR502A Develop incident control strategies

Skill set 7, Incendiary Operations:

PUAFIR312A Operate aerial ignition equipment in aircraft
PUAFIR209A Work Safely around aircraft

Skill set 8, Air Observer:

PUAFIR209A Work Safely around aircraft
PUAFIR408A Plan Aircraft operations
PUAFIR315A Navigate from an aircraft
PUAFIR401A Obtain incident intelligence
PUAOPE002A Operate Communications Equipment

Skill set 9, Fire Management:

BSBCMN416A Identify risk and apply risk management processes
PUAFIR 501 A Conduct Fire Investigation & Analysis Activities
PUAFIR 509 A Implement Fire Protection Strategies
PUAOPE 007 A Command Agency Personnel within A Multi Agency Emergency Response

Skill set 10, Air Attack Supervisor:

PUAFIR409A Develop air attack strategies
PUAFIR209A Work Safely around aircraft
PUAFIR408A Plan Aircraft operations
PUAFIR315A Navigate from an aircraft
PUAFIR401A Obtain incident intelligence
PUAOPE002A Operate Communications Equipment

Skill set 11, Air Ground Controller:

PUAFIR409A Develop air attack strategies
PUAFIR209A Work Safely around aircraft
PUAFIR408A Plan Aircraft operations
PUAFIR315A Navigate from an aircraft
PUAFIR401A Obtain incident intelligence
PUAOPE002A Operate Communications Equipment
PUAFIR313A Operate aviation support equipment

Skill set 12, Aircraft Ground Crew:

PUAFIR209A Work Safely around aircraft
PUAFIR313A Operate aviation support equipment

Skill set 13, Wildfire Investigator:

PUAFIR501B Conduct Fire investigation and analysis
BSBCMN416A Identify risk and apply risk management processes

Skill set 14, Type 3 Incident Operations Officer:

PUAOPE007 A Command Agency Personnel within A Multi Agency Emergency Response
PUAOPE004A Conduct Briefings / debriefings

Skill set 15, Planned Burn Supervisor:

PUAFIR406A Develop Prescribed Burn Plans
PUAFIR407A Conduct Prescribed Burning

Skill set 16, Specialist Fire:

AFAC Short Course - Basic Wildfire Awareness, 12 participants
AFAC 2 day Short Course - AIIMS, 12 participants
AFAC 5 day Course - AIIMS / ICS, 12 participants

Skill set 17, Core Fire:

FPICOR2202A Communicate and interact effectively in the workplace
BSBFLM312A Contribute to team effectiveness
FPICOR3203A Evaluate fire potential and prevention
FPICOR3201A Implement safety, health and environment policies and procedures

Skill Set 18, Hazardous Tree Assessment and Risk Management

Skill Set 19:

FPICOT2204A Maintain chainsaws
FPICOT2221A Trim and crosscut felled trees
PFIJGM2208A Fall trees manually basic

Skill Set 20:

FPICOT2204A Maintain chainsaws
FPICOT2221A Trim and crosscut felled trees
PFIJGM2207A Undertake brush cutting and clearing saw operations

Skill Set 21:

FPICOT2204A Maintain chainsaws
FPICOT2221A Trim and crosscut felled trees
FPICOT3238A Operate a pole saw

Skill Set 22: (ACDC chemical usage course)

RTC3704A Prepare and apply chemicals
RTC 3705A Transport, handle and store chemicals
RTC 3401A Control Weeds

Skill Set 23:

FPICOR2205A Follow OHS policies and procedures
RTD1501A Support natural area conservation
FPICOR2203A Follow environmental care procedures
RTD2202A Conduct erosion & sediment control activities
RTD2501A Maintain cultural places
RTD2502A Maintain wildlife habitat refuges
RTD2022A Carry out natural area restoration works
RTD3212A Implement erosion & sediment control measures

Skill Set 24:

FPICOR2206A Apply basic first aid
FPICOR2205A Follow OHS policies and procedures
FPICOT2219A Use hand-held tools
FPICOT2234A Operate 4x4 vehicle

Skill Set 25:

FPICOR2206A Apply basic first aid
FPICOR2205A Follow OHS policies and procedures
FPICOT2219A Use hand-held tools
FPICOT2220A Select trees for tending operations

Skill Set 26:

RTD3703A Respond to rescue incidents
PUAOHS002A Maintain safety at an incident scene
PUALAW002A Conduct initial investigation at incident scene

Skill Set 27: (For Managers)

BSBOHS504A Apply principles of OHS risk management
BSBMGT508A Manage risk management systems
BSBAUD501A Initiate a quality audit
BSBCMN416A Identify risk and apply risk management processes
TDTF797B Implement and coordinate accident-emergency procedures
PUAOPE005A Manage a multi-team response

Skill Set 28:

(Horticulture, landscapers, farmers, gardeners and parks attendants)

CPCCOHS1001A Work Safely in the Construction Industry
FPIFGM2207A Undertake brush cutting and clearing saw operations
FPICOT3238A Operate a pole saw (Pruning)
Chemical handling course (ACDC)

Skill Set 29:

(Horticulture, landscapers, farmers, gardeners and parks attendants)

CPCCOHS1001A Work Safely in the Construction Industry
FPICOT2204A Maintain chainsaws
FPICOT2221A Trim and crosscut felled trees
FPICOT3238A Operate a pole saw (Pruning)
FPIFGM2208A Fall trees manually basic

Skill Set 30:

(Tree fellers, farmers, parks attendants, Government Agencies, landscapers and tree loppers)

CPCCOHS1001A Work Safely in the Construction Industry
FPICOT2204A Maintain chainsaws
FPICOT2221A Trim and crosscut felled trees
FPIFGM3204A Fall trees manually intermediate
FPIFGM3205A Fall trees manually advanced

Skill Set 31:

(Farmers, parks attendants, landscapers and tree loppers)

CPCCOHS1001A Work Safely in the Construction Industry
Manual handling
FPICOT2234A Operate 4x4 vehicle

Skill Set 32:**(Farmers, parks attendants, landscapers and tree loppers-job ready course)**

CPCCOHS1001A Work Safely in the Construction Industry

HLTHSE204B Follow Safe Manual Handling Practices

FPICOT2234A Operate 4x4 vehicle

Skill Set 33:**(Arborists-tree loppers-start)**

CPCCOHS1001A Work Safely in the Construction Industry

Manual handling

FPICOT2204A Maintain chainsaws

FPICOT2221A Trim and crosscut felled trees

RTF2027A Undertake standard climbing techniques

Skill Set 34:**(Arborists-tree loppers-Professional Climbers)**

RTF3031A Undertake complex tree climbing

RTF3702A Undertake Aerial Rescue

BCGCM1006A Work safely at heights

Skill Set 35: (Job Start)

CPCCOHS1001A Work Safely in the Construction Industry

HLTHSE204B Follow Safe Manual Handling Practices

1st aid senior

Work In Confined Spaces BCCCM2009B

Skill Set 36: (Operate a portable sawmill and chainsaw)**(Landscapers, farmers, landowners, forestry workers and communities)**

CPCCOHS1001A Work Safely in the Construction Industry

FPICOT2204A Maintain chainsaws

FPICOT2221A Trim and crosscut felled trees

FPISAW2209A Dismantle, transport & assemble hand portable sawmill

FPISAW3229A Operate a portable sawmill

Skill Set 37:

BCCCM1001B Follow OH&S policies & procedures

RTC3704A Prepare & apply chemicals

RTC3705A Transport, handle & store chemicals

RTC3401A Control weeds

RTE2308A Operate ride-on vehicles (ATV)

Skill Set 38:

CPCCOHS1001A Work Safely in the Construction Industry

RTC3704A Prepare & apply chemicals

RTC3705A Transport, handle & store chemicals

RTC3401A Control weeds

RTE2308A Operate ride-on vehicles

FPICOT2221A Trim and crosscut felled trees

Skill Set 39:

CPCCOHS1001A Work Safely in the Construction Industry
FPICOT2204A Maintain chainsaws
FPICOT2221A Trim and crosscut felled trees
FPIHAR2206A Operate a mobile chipper/mulcher

Skill Set 40:

FPISAW2209A Dismantle, transport & assemble hand portable sawmill
FPISAW3229A Operate a portable sawmill

Skill Set 41:

HSE (Health Safety and Environment) Training
AVI2D108B Accept dangerous goods for air transport (Full Acceptance Course)
AVI2D208B Load and secure aviation freight
Loadmaster Training (PUASES005B: Marshal Aircraft)

Skill Set 42: (Specialise in overseas locations)

Off road haulers (Trucks-wheeled or tracked)
Cranes all sizes and levels
Dogging
Specialist Equipment
Fire General
Loadmaster
Dangerous Goods handling (Full Acceptance Course)

Refresher Courses:

All levels of first aid and manual handling, Chainsaw maintenance, crosscutting, tree felling basic, intermediate or advanced
Heavy plant including, trucks, forklift, dozer, loader, excavator, crane all levels and dogging
Pruning operations, brush-cutting, clearing saw and whipper snipper
Portable sawmilling course, Arborist tree climbing and Aerial Rescue

Course and Qualifications Delivered through Arrangements with Other Registered Training Organisations

BCC30603 Certificate III in Civil Construction (Plant Operations)
BCC30703 Certificate III in Civil Construction (Road Construction & Maintenance)
BCC30503 Certificate III in Civil Construction (PipeLaying)
Certificate III & IV in Transport & Distribution
Timber Manufactured Products
Certificate IV in Training and Assessment (TAA40104)

National Funding Incentives for Existing Workers for Employers:

We are able to utilise funding for our Qualifications for existing workers for employees that qualify in Australia.

Safety Management Systems International Pty Ltd (Trading as SMSI)

A company developed and implemented by McLeod Training Organisation Pty Ltd and partners during 2006 with the specific purpose of offering to the corporate clients a Safety Management System ISO9001 development and implementation into the workplace.

A Safety Management System is to systematically eliminate the possibility of accident, illness, injury or fatality in the workplace by ensuring that the hazards in the workplace are eliminated or controlled in a systematic manner, rather than waiting for a crisis to occur.

We develop and implement safety management systems for clients in any location.

Enrolling in a Course or Request for Service or Information:

Ian, Wendy or Kristy McLeod at Head Office

McLeod Training Organisation Pty Ltd

Po Box 957N, North Cairns, QLD, 4870

Ph: 07 4033 0130

Fax: 07 4054 6626

Mobile: 0438 954 481

kristy@industrytraining.org

ian@industrytraining.org

ian@smsi.net.au

Web Site: www.industrytraining.org