

mpqc

MINERAL
PRODUCTS
QUALIFICATIONS
COUNCIL

A GUIDE for EMPLOYERS

to

mpqc TRAINING SERVICES

MPQC is a not-for-profit membership training organisation that has worked exclusively in the extractive and mineral processing industry for more than 35years. **MPQC** has its Head Office in Nottingham but provides a wide range of training services to its members across the UK.

MPQC has more than 50 qualified and experienced associate trainers and close links to a wide range of industry specific organisations that enable us to deliver high quality provision that can be tailored to meets the needs of our individual members.

As part of our commitment to our members **MPQC** provides a **free** Training Needs Analysis service to support members to identify existing training needs and plan for the future. In addition this service will assist members to identify potential funding opportunities to offset the cost of training and plan for the most cost effective delivery of identified training needs.

In response to demand from many of our member companies, **MPQC** has developed a range of health and safety training courses tailor-made for the extractive and mineral processing industries. The range of courses has now been extended to environmental courses, management and personal development courses, training skills courses, geotechnical courses and driver training. Outlined below are the main training programmes offered by **MPQC**.

Health & Safety Courses:

Course Title	Duration	In Company Member Prices Inclusive	In Company Non Member Price Inclusive £	Public Courses Member Prices* <i>*all courses require min 6 delegates</i>	Public Courses Non Member Prices <i>*all courses require min 6 delegates</i>
Directors' Responsibilities for Health and Safety Workshop	½ day	950	1140	215	258
Effective Safety Committees	2 days	1800	2160	385	462
Directors' Responsibilities for Health and Safety (2 workshops run back to back)	1 day	1300	1560	n/a	n/a
Exploring the Quarries Regulations and ACoP	2 days	1800	2160	385	462
Fire Safety Awareness	½ day	700	840	165	198
Fire Safety Awareness 2 x ½ courses (a.m./p.m. run back to back)	1 day	900	1080	n/a	n/a
General Safety Awareness for Mobile Plant Operatives	1 day	450	540	n/a	n/a

Course Title continued....	Duration	In Company Member Prices Inclusive	In Company Non Member Price Inclusive £	Public Courses Member Prices* *all courses require min 6 delegates	Public Courses Non Member Prices *all courses require min 6 delegates
Health & Safety Awareness for Operatives	1 day	900	1080	205	246
Introduction to CDM Regulations 2007	1 day	900	1080	205	246
Introduction to the Quarries Regulations and ACoP	1 day	900	1080	205	246
Management Contractors – A Partnership Approach	1 day	1000	1200	225	270
Managing Confined Spaces	1 day	950	1140	215	258
Managing Site Asbestos Safety	1 day	900	1080	205	246
Permit to Work and Safe Systems of Work	½ day	700	840	165	198
Permit to Work and Safe Systems of Work (2 courses run back to back on the same day)	1 day	900	1080	205	246
Quarry Safety Inspections	1 day	900	1080	205	246
Risk Assessment in Quarries	1 day	900	1080	205	246
Safe Entry into Confined Spaces – In-company	2 days	2150	2580	n/a	n/a
Safe Entry into Confined Spaces - Refresher Training	1 day	900	1080	n/a	n/a
Supervising Safety in Quarries	2 days	1850	2220	395	474
The Control of Dust and Respirable Crystalline Silica	1 day	1050	1260	235	282
Understanding Safety Committees	1 day	900	1080	205	246
Worker Involvement: In Partnership with Management	1 day	900	1080	205	246
IOSH Managing Safely in Extractives	4/5 days	3300	3960	TBC	TBC
IOSH Managing Safely	4/5 days	3150	3780	TBC	TBC

* Prices are per course. Courses have limit on maximum number of course members; generally 12.

Environmental Courses:

Course Title	Duration	In Company Member Prices Inclusive	In Company Non Member Price Inclusive £	Public Courses Member Prices* <i>*all courses require min 6 delegates</i>	Public Courses Non Member Prices <i>*all courses require min 6 delegates</i>
Site Environmental Management for Managers	3 days	3450	4110	715	858
Site Environmental Management for Supervisors	2 days	2650	3180	555	666

Other Courses:

Course Title	Duration	In Company Member Prices Inclusive	In Company Non Member Price Inclusive £	Public Courses Member Prices* <i>*all courses require min 6 delegates</i>	Public Courses Non Member Prices <i>*all courses require min 6 delegates</i>
Geotechnics and Quarry Design for Managers	2 days	2200	2600	465	558
Geotechnics for Quarry Supervisors	1 day	1050	1260	235	282
Toolbox Talks Delivery Skills	1 day	950	1140	215	258
Clay Quarries Management * <i>* approved sites only</i>	3 Days	3000	3600	TBC	TBC

MPQC Driver CPC

MPQC has worked with the industry to develop a specific course for hauliers in Site Safety Awareness and Safe Behaviour leading to **the MPQC Drivers' Skills Card** for hauliers. **MPQC** and the course have been approved by the Joint Approvals Unit for Periodic Training to count as seven hours of Driver CPC. **MPQC** has also had several other courses approved for Driver CPC:

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|----------------------------------|--|--|
| Safe and Efficient Driving | <i>Drivers' Hours and Working Time Directive</i> | Dynamic Risk Assessment |
| <i>Legal Update for Hauliers</i> | Dealing with Accidents and Incidents | <i>Vehicle Checks and Defect Reporting</i> |
| Customer Service | <i>Safe Loading and Unloading of Vehicles</i> | |

Course Title	Duration	In Company Member Prices Inclusive	In Company Non Member Price Inclusive £	Public Courses Member Prices* <i>*all courses require min 6 delegates</i>	Public Courses Non Member Prices <i>*all courses require min 6 delegates</i>
CPC Modules 2 x 3.5 hour courses — back-to-back	1 day	£900	£960	150	150
CPC Modules 2 x 3.5 hr courses – back-to-back (Saturdays)	1 day	£1000	£1060	N/A	N/A
CPC Site Safety Awareness and Safe Behaviour for Road Hauliers leading to MPQC Drivers’ Skills Card	1 day	£1000	£1150	150	150
CPC Site Safety Awareness and Safe Behaviour for Road Hauliers leading to MPQC Driver Skills Card (Saturdays)	1 day	£1150	£1500	N/A	N/A

MPQC Operator Schemes

MPQC has developed, with the industry, a number of nationally recognised operator schemes as detailed below:

MPQC Shotfirer & Explosive Supervisor Scheme

This scheme provides access to training, examining, certificating and continual professional development for those involved in the firing of shots, designing blasting, the storage of explosives and supervision of explosives and blasting operations.

MPQC Plant Operator Scheme

The **MPQC** Plant Operator Scheme is an industry recognised practical and hassle free scheme designed to meet all your plant (fixed and mobile) needs.

The scheme is designed to assess operators including those that have achieved Mobile Plant N/SVQs (demonstration of CPD), novice operators and those trained to operate additional vehicles.

A 3/5 day programme of instruction covering carrying out pre-start checks; start-up procedures; operation of the machine throughout all its designed motions and functions; function and safety checks on hydraulic systems; safety devices and restrictor/limit switches or stops; manoeuvring the machine to carry out function tests on brakes, steering and drive mechanisms; parking and shutdown procedures; refuelling and basic servicing; reporting of damage and faults and modifications of operating methods to suit adverse weather and night-time working. Basic training will be conducted off-the-job outside of production activities but will include simulations related as closely as possible to the real thing.

Following the basic training the novice operator will be required to work in their normal everyday environment to gain experience with the machine. Their manager may then apply for an **MPQC** Plant Assessment to be carried out. On successful completion, this leads to the **MPQC** Plant certificate being awarded in the form of a photo identity card which the operator can carry at all times.

One-day refresher or plant conversion courses are also available.

The scheme is recognised and approved by HSE and fully complies with the OPERC VCOP. Accreditation is available for 18 vehicle classes within the extractive and mineral processing sector as well as 5 vehicles classes for waste operations and 9 vehicle classes for roadbuilding.

Course Title	Duration	Members Course Price (all inclusive)	Non Members Course Price (all inclusive)
Mobile Plant Operator Training (for up to 3 operatives)	3/5 Days	£395/day	£700/day
Mobile Plant Assessment (for up to 4 assessments/day)	1 Day	£395/day	£700/day

MPQC Instructor Training

Plant instructors are also required to demonstrate that they carry out instruction and training to nationally agreed standards. This course, through a mix of instruction and practical on-site activities, provides the essential skills and knowledge required by Plant operator trainers to enable them to meet the requirements of such schemes.

Course Title	Duration	In Company Member Prices Inclusive	In Company Non Member Price Inclusive £	Public Courses Member Prices* *all courses require min 6 delegates	Public Courses Non Member Prices *all courses require min 6 delegates
Instructional Techniques including on site assessment of L11&L12 Learning & Dev Units as follow up to course	3 days	£3270 for course + £1310 for L11 & L12 per person	£3925 for course + £1572 for L11 & L12 per person	£845 for the course followed by £1,310 for L11 & L12 per person	n/a

Competence-based Qualifications

MPQC Approved Assessment Centre can assist employers to demonstrate the competence of its workforce by providing flexible and tailored assessment services in match of needs of the business and the candidate.

National Vocational Qualifications (NVQs), Scottish Vocational Qualifications (SVQs) and the new qualifications being developed under the Qualifications and Credits Framework (QCF) are proof of competence in the workplace, regardless of time spent in the role or academic qualifications. Assessment is conducted by an approved assessor against National Occupational Standards, which represent industry best practice. The assessor works with candidates to offer support and guidance through the assessment process.

MPQC can deliver competence-based qualifications in:

- Health, Safety and Environmental Management in the Extractive and Minerals Processing Industries
- Processing Operations for the Extractive and Minerals Processing Industries
- Drilling Operations (Extractives)
- Blasting Operations
- Plant Operations (Extractives)
- Weighbridge Operations
- Roadbuilding
- Highways Maintenance
- Learning and Development, including Assessment

Price and timescale for delivery is agreed on an individual or company basis to provide the level of support required in each specific case.

Many of the training courses provided by **MPQC** provide valuable knowledge for competence-based qualifications reducing the time learners take to successfully complete.

Joint Investment Programme (JIP) (England only):

JIP is a new Government programme to support companies working towards lowering their carbon footprint. The detail of how the programme operates is complex. **MPQC** ensures that employers do not have to worry about the bureaucracy of Government funding. **MPQC** deals with the bureaucracy and enables employers to get on with running their businesses.

MPQC, through the Skills Funding Agency, is able to offer employers' access to Government funding to offset the cost of their staff completing certain qualifications i.e.

- *Level 4 NVQ Diploma in Health Safety and Environmental Management for the Extractive and Minerals Processing Industries (QCF)*
- *Level 4 Diploma in Managing Basic Processing Operations in the Extractive and Minerals Processing Industries (QCF)*
- *Level 4 Diploma in Managing Standard Processing Operations in the Extractive and Minerals Processing Industries (QCF)*
- *Level 4 Diploma in Managing Complex Processing Operations in the Extractive and Minerals Processing Industries (QCF)*
- *Level 3 Diploma in Mining Mechanical Operations (QCF)*
- *Level 3 Diploma in Mining Electrical Operations (QCF)*

MPQC can explain and guide employers through the process. Funding is available for anyone, irrespective of previous experience or qualifications, but is limited and on a first come first served basis.

The maximum funding support available is currently (1st December 2010)

- £771 per learners who complete for employers with 1,000+ employees
- £1,029 for smaller companies.

For further information about **MPQC** and the services we provide please either visit our web site or contact us directly.

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