



Department
of Industry
Resources & Energy

**EXPLORATION AND
PRODUCTION GUIDELINE:
PETROLEUM DRILLING
AND WELL SERVICING -
COMPETENCIES**



Title: Exploration and Production Guideline: Petroleum Drilling and Well Servicing – Competencies

Author: Department of Industry, Skills and Regional Development
516 High Street, Maitland NSW 2320
PO Box 344, Hunter Region Mail Centre NSW 2310
Telephone 02 4931 6401
Fax 02 4931 6793
Website www.resourcesandenergy.nsw.gov.au

© State of New South Wales through the Department of Industry, Skills and Regional Development 2015

This publication is copyright. You may download, display, print and reproduce this material in an unaltered form only (retaining this notice) for your personal use or for non-commercial use within your organisation. To copy, adapt, publish, distribute or commercialise any of this publication you will need to seek permission from the Department of Industry, Skills and Regional Development.

For updates to this publication, visit www.resourcesandenergy.nsw.gov.au

Published by the Department of Industry, Skills and Regional Development

First published July 2015

ISBN 978-1-74256-727-3

Disclaimer The information contained in this publication is based on knowledge and understanding at the time of writing. However, because of advances in knowledge, users are reminded of the need to ensure that information on which they rely is up to date and to check the currency of the information with the appropriate officer of the Department of Industry, Skills and Regional Development or the user's independent advisor.

TRIM reference: V13/3348, INT15/32673

Contents

Part A: Introduction	1
Purpose	1
Interaction of Guideline with other regulation.....	1
Work Health and Safety Legislation	1
<i>Water Act 1912 / Water Management Act 2000</i>	2
Environment Protection Authority – Regulatory Role	2
Contact details	2
Review	2
Part B: Petroleum competencies	3
1. Objective.....	3
2. What are the risks?	3
3. Recommended qualifications and competencies.....	3
3.1 Recommended obligations for titleholder and operator	3
3.2 Competencies for petroleum positions.....	3
3.3 How competencies may be achieved	6
4. Recommended timeframes	7
5. Maintenance of competencies.....	8
Appendix 1: Explanatory notes	9
Appendix 2: Interpretation and definitions.....	11

Acknowledgements

The Division of Resources and Energy within the Department of Industry, Skills and Regional Development acknowledges the assistance of the following organisations in developing this Guideline.

- The Queensland Government – Petroleum and Gas Inspectorate, Department of Natural Resources and Mines. This Guideline was developed with reference to the Queensland *Competency Standard for Petroleum and Gas Well Drilling and Well Servicing (2014)* to closely align with the competencies required in Queensland.
- The NSW Petroleum and Natural Gas Drilling Industry, including:
 - Australian Petroleum Production and Exploration Association (APPEA)
 - AGL
 - Santos
- Industry representative bodies:
 - Australian Drilling Industry Association (ADIA)
 - Australian Drilling Industry Training Committee (ADITC)
 - Energy Skills Queensland (ESQ).

Part A: Introduction

Purpose

The NSW Government intends to introduce mandatory minimum qualifications and competencies for the petroleum drilling, well servicing and workover industry. These mandatory requirements will be enforceable through proposed reforms to work health and safety legislation.

Pending reform to work health and safety legislation in the petroleum sector, this *Exploration and Production Guideline: Petroleum Drilling and Well Servicing – Competencies* (Guideline) seeks to assist the petroleum industry:

- to work towards acquiring these qualifications and competencies within the recommended timeframes, and
- to establish associated management systems and processes.

The reforms will:

- ensure the NSW petroleum drilling, well servicing and workover industry carry out their activities consistent with leading industry practice
- substantially align NSW and Queensland in the application of minimum petroleum drilling, well servicing and workover competencies, which will help ensure consistency, facilitate industry movement between jurisdictions and reduce regulatory burden, and
- meet the NSW Chief Scientist and Engineer's recommendation that the NSW Government introduce ongoing mandatory training and certification requirements for coal seam gas industry personnel, including subcontractors.¹

Interaction of Guideline with other regulation

Work Health and Safety Legislation

The *Work Health and Safety Act 2011* (WHS Act) and the *Work Health and Safety Regulation 2011* (together, the WHS legislation) apply to all petroleum drilling, well servicing and workover activities in NSW. In addition, the *Petroleum (Onshore) Act 1991*, *Petroleum (Onshore) Regulation 2007*, and the *Schedule of Onshore Petroleum Exploration and Production Safety Requirements* apply to petroleum drilling. The Division of Resources and Energy within the Department of Industry, Skills and Regional Development (the Department) is the work health and safety (WHS) regulator for petroleum workplaces to which the WHS legislation applies.

The WHS legislation places specific health and safety duties on a range of people, including persons conducting businesses and undertakings (PCBUs), contractors, workers and others at the workplace. The health and safety duties require duty holders to consider all risks associated with work, not only those for which regulations and codes of practice exist. The Guideline may include information which a duty holder could use in determining how to meet their health and safety duties under the WHS legislation. However, compliance with the Guideline does not mean a duty holder will achieve compliance with their health and safety duties under the WHS legislation.

Note: This Guideline is intended to provide guidance regarding the recommended competencies for the NSW petroleum drilling, well servicing and workover industry, until such time as the proposed reforms to the WHS legislation in the petroleum sector occur. Those reforms will ensure that petroleum activities are regulated under the *Work Health and Safety (Mines) Act 2013* (WHS (Mines) Act) scheme instead of the *Petroleum (Onshore) Act 1991* scheme. The competencies set out in the Guideline may form part of the mandatory competency requirements under the proposed work health and safety legislative reforms.

¹ NSW Chief Scientist and Engineer's *Final Report of the Independent Review of Coal Seam Gas Activities in NSW* (September 2014). Refer to recommendation 14. See www.chiefscientist.nsw.gov.au/_data/assets/pdf_file/0005/56912/140930-CSG-Final-Report.pdf.

Water Act 1912 / Water Management Act 2000

This Guideline does not apply to or cover drilling for groundwater, where water bore drilling is licensed by the NSW Office of Water under the *Water Act 1912* or *Water Management Act 2000*.

Environment Protection Authority – Regulatory Role

From 1 July 2015, under the [NSW Gas Plan](#), the Environment Protection Authority (EPA) is the sole authority to regulate compliance with and enforcement of all conditions (excluding work health and safety) contained within petroleum titles. This includes any conditions imposed in relation to specific activity approvals. However, this will not affect petroleum drilling, well servicing or workover competencies, and the EPA will not regulate adherence to this Guideline.

Contact details

Department of Industry, Skills and
Regional Development
Division of Resources and Energy
Compliance & Enforcement Branch
516 High Street Maitland NSW 2320
PO Box 344 Hunter Region Mail Centre NSW 2310
Telephone 02 4931 6401
Fax 02 4931 6793
Email complianceenforcement.ed@trade.nsw.gov.au
Website www.resourcesandenergy.nsw.gov.au

Review

This Guideline will be reviewed as part of the proposed reforms to the WHS legislation in the petroleum sector.

Part B: Petroleum competencies

1. Objective

The objective of this Guideline is to improve safety outcomes by recommending minimum competencies for certain persons operating:

- a petroleum drilling rig, undertaking:
 - conventional petroleum drilling, or
 - unconventional petroleum drilling, such as coal seam gas, tight gas or shale gas
- a well servicing rig.

2. What are the risks?

Petroleum drilling, well servicing and workover operations may represent a risk to the environment and the health and safety of workers and the public, where operations:

- intersect pressurised formations (e.g. petroleum or artesian formations)
- intersect aquifers (i.e. groundwater systems)
- interface with the surface environment, i.e. surface water, waste management, dust, infrastructure, fugitive emissions, etc, or
- expose workers and others to hazards through activities such as construction activities, use of plant, drilling, electricity, exposure to hazardous substances, interaction of mobile plant and pedestrians, uneven ground and unstable loads.

In response to these broad risks, Part B, section 3 of this Guideline outlines the recommended qualifications and competencies that persons working in specified positions in the petroleum industry should hold when working on petroleum drilling rigs and well servicing rigs.

3. Recommended qualifications and competencies

3.1 Recommended obligations for titleholder and operator

If the title holder is the operator, they should ensure, either directly or through effective contractor management, that each person operating a petroleum drilling or well servicing rig meets the competency standards of this Guideline before petroleum drilling commences.

If the title holder is going to engage an operator, they should satisfy themselves that the operator can meet the recommended competencies set out in this Guideline. This should be a precondition to the engagement of the operator.

If the title holder engages an operator, then the title holder should also take reasonable steps to verify that the operator continues to maintain the recommended competencies in this Guideline. This may include by requiring appropriate reporting from the operator about their compliance with the recommended competencies set out in this Guideline, including compliance by anybody undertaking work for or on behalf of the operator.

3.2 Competencies for petroleum positions

For each of Tables 1 and 2, a person in a position specified in Column A operating a petroleum drilling rig or well servicing rig should hold the qualification specified in Column C, at the level specified in Column B.

Further guidance for Tables 1 and 2 are provided in **Appendix 1** of this Guideline.

Table 1. Recommended minimum qualifications for persons working in positions operating a petroleum drilling rig and drilling for petroleum (oil and gas), as defined by well design and operational structure.

Petroleum Drilling Rig: Recommended minimum qualifications^{1, 2}		
Column A Position	Column B Level	Column C Qualification
Roustabout, Leasehand, Utility Worker,	Part Certificate II ³	Drilling Oil/Gas (Onshore) (RII21113 or RII21109 ⁴)
Floorman, Motorman ⁵	Full Certificate II	Drilling Oil/Gas (Onshore (RII21113 or RII21109 ⁴))
Derrickman	Certificate III	Drilling Oil/Gas (Onshore) (RII32013 or RII32009 ⁴)
Assistant or Trainee Driller	Certificate III	Drilling Oil/Gas (Onshore) plus additional 2 units (RII32013 or RII32009 ⁴)
Driller	Certificate IV	Drilling Oil/Gas (Onshore) (RII41113 or RII41109 ⁴)
Rig Manager, Toolpusher, Night Push	Diploma	Drilling Oil/Gas (Onshore) (RII50813 or RII50809 ⁴)

Notes to Table 1:

- 1 In undertaking a qualification, it is recommended that individual elective units be selected to ensure that the qualifications obtained match the role and nature of the task or duties being performed.
- 2 Table 1 also applies when drilling petroleum pilot holes (also known as appraisal holes) and frontier holes.
- 3 For positions which require a Part Certificate II, this means the core units only.
- 4 This qualification (2009) is considered acceptable up until 12 months from introduction of any new qualification that supersedes the 2013 qualification. See Part B, section 5 – Maintenance of Competencies.
- 5 A motorman (also known as a motorhand) is not to be confused with a rig mechanic. A motorman/hand has a drilling role, whereas a rig mechanic does not.

Table 2. Recommended minimum qualifications for persons working in positions operating a well servicing rig and undertaking well servicing or workover for petroleum wells (oil and gas), as defined by well design and operational structure.

Petroleum Well Servicing Rig: Recommended minimum qualifications¹		
Column A Position	Column B Level	Column C Qualification
Floorman, Operator, Leasehand	Part Certificate II ²	Well Servicing Operations (RII21213)
Lead Floorman, Motorman/hand ³	Full Certificate II	Well Servicing Operations (RII21213)
Derrickman/hand, Assistant Driller, Mud Tester	Certificate III	Well Servicing Operations (RII32213)
Driller	Certificate IV	Well Servicing Operations (RII41213)
Rig Manager, Toolpusher, Night Push	Diploma	Well Servicing Operations (RII51013)

Notes to Table 2:

- 1 In undertaking a qualification, it is recommended that individual elective units be selected to ensure that the qualifications obtained match the role and nature of the task/duties being performed.
- 2 For positions which require a Part Certificate II, this means the core units only.
- 3 A motorman/hand is not to be confused with a rig mechanic. A motorman/hand has a well servicing role, whereas a rig mechanic does not.

3.3 How competencies may be achieved

A person is considered competent for the purposes of this Guideline, if they:

- have achieved the recommended minimum qualifications (set out in Part B, section 3.2 of this Guideline), or
- are undertaking training for the relevant qualification for the relevant competency and are working under the direct supervision of a competent supervising person.

A person can achieve the minimum recommended qualifications by obtaining the appropriate qualification from a Registered Training Organisation (RTO). This may be via one of the following methods:

- a title holder or operator may use an RTO accredited to deliver, conduct and assess the specified units of competence in Table 1 and 2 of the Guideline (see Part B, section 3.2 of this Guideline). The accredited RTO will issue statements of attainment and certified qualifications on successful attainment of the relevant competencies. A drilling, well servicing or workover company may also be a registered RTO in its own right.
- a title holder or operator may use an internal or external person who holds both the relevant trainer and assessor qualifications, as well as the recognised competencies. The person must be affiliated with an RTO, which then issues the qualification.
- a title holder or operator may use a qualified expert in the relevant field, in conjunction with a qualified assessor affiliated with an RTO:
 - the content expert must hold the qualification being assessed, and
 - the assessor must hold a Certificate IV in Training and Assessment in line with the current Australian Quality Training Framework or National Vocational Education and Training Regulator (NVR) requirements.
- Recognition of Prior Learning (RPL) — a person can obtain a relevant qualification specified in Table 1 and 2 in Part B section 3.2 of this Guideline if it can be demonstrated that they have completed an equivalent competency (e.g. international competencies) or another

qualification in the petroleum industry that provides for the same or a greater level of risk. The following process should be followed for a person who has undertaken equivalent competency training:

- map the person's competency level to the Australian national qualifications adopted in this Guideline (which should be done by an RTO)
- arrange gap training if necessary, and
- obtain a relevant Australian national qualification within the time specified in Table 3 in Part B section 4 of the Guideline.

Where a person in a specified position is undergoing training, a competent supervising person should supervise them. Direct supervision is defined in **Appendix 2** of this Guideline.

The competent supervising person should be on site and capable of:

- providing face to face supervision as required on each and every shift, and
- discharging their responsibilities in relation to all persons under their supervision.

The competent supervising person should also be able to provide evidence of their own competence to a level equal to, or higher than, the level required for the work being performed.

4. Recommended timeframes

Table 3 below sets out the recommended timeframes for persons in the petroleum industry to obtain the minimum recommended qualifications specified in Tables 1 and 2 in Part B, section 3.2 of the Guideline.

Table 3. Recommended timeframes to obtain qualifications where employed in a position where competencies are recommended by this Guideline.

Positions	Date by which to obtain qualification ¹
Positions in Table 1 of the Guideline: Petroleum Drilling Rig	1 April 2016
Positions in Table 2 of the Guideline: Well Servicing Rig	1 July 2016

Note to Table 3:

¹ The introduction of minimum mandatory qualifications and competencies under proposed law reform (to introduce petroleum safety into the *Work Health and Safety (Mines) Act 2013*) should not occur before the dates specified in Table 3. However, if it is reasonably practicable, then current legislation requires PCBUs to ensure that workers have the competencies specified in Tables 1 and 2, in order to satisfy their duties in relation to information, instruction, training and supervision under the WHS Act.

5. Maintenance of competencies

Units of competencies are regularly revised, and should be current and kept up to date.

Competencies for persons operating petroleum drilling rigs and well servicing rigs are considered to be current if:

- the person holds the qualification specified in Part B section 3.2 of this Guideline, or
- the person holds the Australian Qualifications Framework (AQF) qualification superseded by the qualification specified in Part B section 3.2 of this Guideline, or
- the person holds a qualification obtained prior to the superseded version, but only for a period of 12 months from the commencement of the qualification specified in Part B section 3.2 of this Guideline.

For example, if a person holds the Certificate III, Drilling Oil/Gas (RII32009), this qualification will be taken to be current for 12 months from the date of the introduction of a new qualification which supersedes Certificate III, Drilling Oil/Gas (RII32013).

Note: A person does not need to be under direct supervision by a suitably competent supervising person whilst upgrading qualifications to ensure their currency.

Appendix 1: Explanatory notes

How to read these explanatory notes

The notes in this Appendix provide additional information in respect of this Guideline.

Part A: Introduction

Work Health and Safety

Title holders will, in almost all instances, be persons conducting a business or undertaking (PCBU) for the purposes of the WHS Act. All PCBUs must ensure, so far as is reasonably practicable, that the health and safety of other persons is not put at risk from work carried out as part of the conduct of the business or undertaking.²

There is also an obligation on PCBUs under the WHS Act to ensure, so far as is reasonably practicable, that all workers are provided with the information, training, instruction or supervision necessary to protect all persons from risks to their health and safety arising from work carried out as part of the conduct of the business or undertaking.

This Guideline does not recommend qualifications for the full range of skills and knowledge that workers may require, and does not relieve a title holder, operator or PCBU of their responsibilities under the WHS Act or the Act to undertake skills assessment and training to enable each worker to undertake their work.

For example, a skills assessment may identify other additional and necessary skills that will require further training, such as first aid training or 4WD training.

Further, the WHS Act has requirements about the delineation of different roles at a workplace. If more than one person has a duty in relation to the same matter under the WHS Act, each

2 Section 19(2) *Work Health and Safety Act 2011*.

person with the duty must, so far as is reasonably practicable, consult, co-operate and co-ordinate activities with all other persons who have a duty in relation to the same matter. This is relevant for the interaction between title holders, operators and any contractor or subcontractors working on their behalf.

Water Act 1912 / Water Management Act 2000

This Guideline does not apply to or cover drilling for groundwater, where water bore drilling is licensed by the [NSW Office of Water](#) under the *Water Act 1912* or *Water Management Act 2000*.

Under the *Water Management Act 2000*, a person must not construct a water bore other than in accordance with a bore driller's licence that is held by a person that authorises the person to construct water bores.³ A well or drill hole is considered to be a water bore if it intercepts groundwater. Transitional arrangements exist to recognise a bore driller's licence issued under the *Water Act 1912* as a bore driller's licence under the *Water Management Act 2000*.⁴

At the time of writing this Guideline, the NSW Office of Water is considering moving the bore drillers' licensing requirements to the *Water Management Act 2000*. As part of this process, the NSW Office of Water is considering providing an exemption for coal, mineral and petroleum drillers from the requirement for a water bore to be constructed or supervised by a person holding a bore drillers licence. Title holders should therefore contact the NSW Office of Water prior to drilling to determine if such amendments/exemptions have been implemented.

3 Section 346, *Water Management Act 2000*.

4 Clause 74, Schedule 9, *Water Management Act 2000*.

Part B: Petroleum competencies

Position types and competencies

National Competency Standards

Qualifications for positions on drilling and well servicing rigs are based on the requirements of the Resources and Infrastructure Industry (RII) Training Package (Training Package). These qualifications are based on the Australian Qualifications Framework (AQF). Registration of training providers is undertaken by the Australian Skills Quality Authority (ASQA).

This Guideline refers exclusively to those nationally endorsed competencies contained in the Training Package. Registered Training Organisations (RTOs) accredited to award RII qualifications must meet requirements of the Training Package for the qualification for each position listed in Table 1 or 2 in Part B, section 3.2 of this Guideline.

The AQF competencies recommended in this Guideline are the minimum recommended qualifications the title holder should use towards fulfilling the competency standards of this Guideline. This Guideline identifies the AQF national competency standards that should be held, or being obtained by workers (except those at entry level). The onus is upon the title holder, operator, contractor or person (as applicable) to match tasks or duties to position descriptions or roles and ensure that the appropriate competencies are held and maintained.

For further information on qualifications and units of competence, refer to the Australian Government database on VET in Australia at www.training.gov.au.

Compliance: timeframes

Competency, for the purpose of this Guideline, is achieved by acquiring at a minimum, the specified qualifications for the respective position — see Part B, section 3.2 of this Guideline.

Whilst these qualifications will only become mandatory when the reforms to the work health and safety legislation in the petroleum sector are complete, the introduction of this Guideline is intended to act as a transitional arrangement to

enable title holders to carry out any training or assessment required to ensure they achieve the recommended competency standards by the time the reforms have effect (see Part B, section 4 of this Guideline).

It is expected that industry will work towards compliance with the recommended competencies during this transitional period.

Therefore, it is recommended that title holders, operators, industry and individuals should focus on confirming that existing competencies meet the minimum recommended qualifications of this Guideline, and if the minimum qualifications are not being met:

- enrol in suitable training to obtain a relevant qualification, or
- undergo the process to achieve Recognition of Prior Learning (RPL), within the timeframes listed in Table 3 in Part B section 4 of the Guideline.

The operator should establish and implement a system to ensure that any qualifications are valid for the purposes of this Guideline, for example, checking with the issuing RTO. If applicable, the title holder should satisfy itself that the operator has such a system in place.

Maintenance of competencies

A person in a specified position should undertake further training as soon as practicable if competencies change.

Operators should:

- develop a register of competencies for all petroleum drilling rig and well servicing rig specified positions and regularly ensure that the competencies held by the personnel are suitable for the positions held
- establish a system to ensure affected personnel are retrained and reassessed whenever new systems of work, plant or equipment are introduced, or changes are made to regulation or industry standards
- maintain and be able to provide documentary evidence of maintenance of competence to the title holder or the Department, and
- maintain appropriate audits to ensure ongoing compliance.

Appendix 2: Interpretation and definitions

In this Guideline:

1. a reference to a document is a reference to that document as amended or replaced from time to time
2. terms in Column 1 of the following table have the meaning as set out in Column 2.

COLUMN 1	COLUMN 2
Act	Means the <i>Petroleum (Onshore) Act 1991</i> . ⁵
Aquifer	Has the same meaning as it has in the <i>Water Management Act 2000</i> .
Australian Qualifications Framework (AQF)	The AQF is the national policy for regulated qualifications in Australian education and training. It incorporates the qualifications from each education and training sector into a single comprehensive national qualifications framework. It defines all nationally recognised qualifications.
Australian Skills Quality Authority (ASQA)	The Australian Skills Quality Authority (ASQA) is the national regulator for Australia's vocational education and training sector. ASQA regulates courses and training providers to ensure nationally approved quality standards are met.
Competent supervising person	A person who holds the recommended minimum qualification for carrying out the supervised work, or a higher qualification. It is not necessary for a competent supervising person to possess each lower qualification.
Contractors	Third parties contracted by the title holder or operator to provide well engineering equipment and services, including drilling rigs, well servicing rigs, materials, equipment and services.
Department	The Division of Resources and Energy within the Department of Industry, Skills and Regional Development.
Direct supervision	The oversight by a competent supervising person of the work of the person conducting the work, for the purposes of: <ol style="list-style-type: none"> a. directing, demonstrating, monitoring or checking that person's work in a way that is appropriate to that person's level of competency b. ensuring a capacity to respond in an emergency situation, by being onsite and capable of providing face-to-face supervision.
Drill hole	Any hole drilled (drill hole) in relation to petroleum exploration, appraisal or production.
Frontier hole	An exploratory core hole, stratigraphic drill hole or exploration/wildcat drill hole in a frontier sedimentary basin with no nearby well, drilling, geologic or geophysical data to quantify the risks of a gas blowout.
Guideline	The <i>Exploration and Production Guideline: Petroleum Drilling and Well Servicing – Competencies</i> .
Minister	Means the Minister for Industry, Resources and Energy, who administers the <i>Petroleum (Onshore) Act 1991</i> .

⁵ The current version of the Act is available at www.legislation.nsw.gov.au.

COLUMN 1	COLUMN 2
National VET Regulator (NVR)	The Standards for NVR Registered Training Organisations 2015 are the standards ASQA uses to ensure nationally consistent, high-quality training and assessment across Australia's vocational education and training (VET) system. The standards are used by ASQA as an instrument in protecting the interests of all students undertaking vocational education and training in Australia.
Operator	Means the person responsible for the overall management or control of operations for the exploration, appraisal or production of petroleum resources. The operator will either be the title holder or a person who the title holder has legally authorised to be the operator.
Person conducting a business or undertaking (PCBU)	Has the same meaning as it has in the <i>Work Health and Safety Act 2011</i> .
Petroleum	Has the same meaning as it has in the <i>Petroleum (Onshore) Act 1991</i> .
Petroleum drilling	Any drilling work conducted in relation to the exploration, assessment or production of petroleum, including rig moves, drilling, running and cementing casing, evaluation and completion of a well. For the purposes of this Guideline, petroleum drilling also includes well suspension and permanent decommissioning (plug and abandonment).
Petroleum drilling rig	A rig designed and operated for the purposes of petroleum drilling.
Petroleum title	Has the same meaning as it has in the <i>Petroleum (Onshore) Act 1991</i> .
Pilot holes	Holes which facilitate a test that is essentially a small scale production trial, comprising pilot wells and associated water and gas handling facilities.

COLUMN 1	COLUMN 2
Registered Training Organisations (RTO)	<p>RTOs must meet the current Australian Quality Training Framework 2010 (AQTF 2010) (NVR) standards. This ensures the quality of Vocational Education and Training (VET) services throughout Australia.</p> <p>Training organisations register to provide nationally recognised training with relevant state or territory registration authorities.</p> <p>When registering, the RTO must state its scope of registration detailing:</p> <ul style="list-style-type: none"> • the training or assessment it intends to deliver • the fields or industries in which it may deliver training or assessment, and • the maximum level of qualifications it may issue. <p>To ensure an RTO continues to deliver quality training or assessment, its registration must be renewed with the relevant state or territory registering authority at least every five years. The registration authority can audit the RTO at any time during its period of registration.</p> <p>RTOs include TAFE colleges and institutes, adult and community education providers, private providers, community organisations, schools, higher education institutions, commercial and enterprise training providers, industry bodies, and other organisations that meet registration requirements.</p> <p>All registered training organisations are entered into the Training Australia database, which lists their details and scope of registration.</p> <p>A company or training organisation that is not registered may offer training, but cannot issue nationally recognised qualifications.</p>
Stratigraphic drill hole	A core or other slim hole primarily drilled for the purpose of recovering information about lithology, stratigraphy and geological structure.
Title holder	Is the holder of a petroleum title.
Well	Has the same meaning as it has in the <i>Petroleum (Onshore) Act 1991</i> .
Well servicing	The process of performing routine maintenance on a producing well to maintain or improve well productivity. Examples of well servicing operations are repair or replacement of the downhole pump, wire line operations and down hole tool services. For the purposes of this Guideline, this includes workover operations.
Well servicing rig	A rig designed and operated for the purposes of well servicing or workover.
Workover	Any remedial operation on a completed well that is designed to maintain, restore or improve production from a producing well, but excludes routine repair and maintenance that is generally covered under well servicing. Examples of workover operations are well deepening, fracture stimulation, plugging back, pulling and resetting liners, squeeze cementing and re-perforating.
WHS Act	Means the <i>Work Health and Safety Act 2011</i> . ⁶

6 The current version of the Act is available at www.legislation.nsw.gov.au.

