## How to:



## Interpret Certificate Holder Progress Summary

How to interpret the information on the "Progress" page for the Coal Services Maintenance of Competence Portal to assist with maintaining a NSW Practicing Certificate.

1. This section provides a snap view of a Certificate Holder's Progress.		My Progress				
012	d Certificate Holder STrogress.	Deputy - 1	~	View Training Course	view Re	egulations Export
		22	Year 4 of 5 33 of 60 hours required for certificate completion Hours Completed This Year 20 of max 20 hours of maximum hours you can complete this year Average Hours Required 13.5 hours per year Average hours per year		Time until Certificate Completion taut December 30, 2020 December 28, 2025	
		33 of 60 hours			Total completed hours to date	
					Counted Hours Actual Hours 33 Hours 67 Hours	
						_
2. This section shows what hours for Formal and Informal learning have been applied against an area of competence during the 5 Year						- 1
						9 hours
Practising Certificate period.						
		_	_	_		
3. Competency Checklist - Green and a tick indicates the Rule has been satisfied.						
Rule	S					
1	Completed Total Required Learning Hours					
2	Mining and WHS: Completed hours in all 4 topic areas					
3	Mining and WHS: Completed minimum required learning hours (1/3 of Total Hours Required)					
4	Legislation, Emergency management & Leadership and management: Completed minimum required learning hours (1/3 of Total Hours Required)					
5	Legislation, Emergency management & Leadership and management: Learning completed in each of the areas					
6	General WHS Topics: Learning from mining disasters completed (learning from disasters one-day program or 7 hours or more of other formal learning on disasters)					
7	Formal Learning: Completed minimum required formal learning hours					