



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **PMC561072C Store materials for production**

**Revision Number: 1**

## PMC561072C Store materials for production

### Modification History

Not applicable.

### Unit Descriptor

<b>Unit descriptor</b>	This unit of competency covers the storing and monitoring of materials. It involves checking and maintaining materials and equipment, undertaking visual checks and following workplace procedures.
------------------------	---

### Application of the Unit

<b>Application of the unit</b>	<p>This unit competency is typically performed by operators working either independently or as part of a work team. If the ability to sample and test materials is part of the job requiring this competency, then the appropriate sampling and testing competencies must also be achieved.</p> <p>The application of this unit will vary according to the batch requirements, range of equipment, technology and the varied range of process procedures within an enterprise.</p> <p>The storage will probably be on or adjacent to the plant or equipment which is about to use the materials.</p>
--------------------------------	--

### Licensing/Regulatory Information

Not applicable.

### Pre-Requisites

<b>Prerequisite units</b>		

<b>Prerequisite units</b>		

### **Employability Skills Information**

<b>Employability skills</b>	This unit contains employability skills.
-----------------------------	--

### **Elements and Performance Criteria Pre-Content**

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
---	--

## Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Store materials	1.1. Check quantity, quality and transfer of materials 1.2. Store materials safely in designated locations 1.3. Transfer materials using appropriate equipment according to enterprise requirements and using good occupational health and safety (OHS) procedures 1.4. Complete all necessary documentation/records
2. Monitor material in storage	2.1. Check and maintain supplies of materials 2.2. Check physical and chemical state of stored materials 2.3. Check equipment used to keep stored materials in required state 2.4. Take action required by procedures to keep required level and quality of stored materials
3. Check stored materials	3.1. Sample materials as required 3.2. Check quality of materials as required 3.3. Visually check that bins/hoppers/tanks are free from contamination 3.4. Take actions required by procedures/work instructions

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

#### Required skills

Required skills include:

- recognising variance from specifications and then determining an appropriate action that is consistent with operating guidelines
- implementing enterprise's standard procedures and work instructions and relevant regulatory requirements within appropriate time constraints and in a manner relevant to the operation of the process
- reading and numeracy to:
  - interpret workplace documents and technical information
  - check quantity of materials to be transferred and stored

#### Required knowledge

Required knowledge includes:

- principles of safe and efficient storage
- material characteristics
- impact of contamination
- hazard identification
- transfer system
- testing procedures
- distinguishing between causes of faults such as:
  - different materials
  - equipment (electrical, mechanical and manual)
  - contamination

## Evidence Guide

<b>EVIDENCE GUIDE</b>	
<p>The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.</p>	
<p><b>Overview of assessment</b></p>	<p>The unit will be assessed in as holistic a manner as is practical and may be integrated with the assessment of other relevant units of competency.</p>
<p><b>Critical aspects for assessment and evidence required to demonstrate competency in this unit</b></p>	<p>It is essential that the process be understood and that the importance of critical material properties is known. Competence must be demonstrated in the ability to recognise and analyse potential situations requiring action and then in implementing appropriate corrective action.</p> <p>Consistent performance should be demonstrated. In particular look to see that:</p> <ul style="list-style-type: none"> <li>• materials are safely and efficiently stored to specification</li> <li>• materials are correctly transferred to designated locations</li> <li>• quantity of materials in storage are to required level</li> <li>• problems (e.g. supply and demand of materials, contamination) are anticipated and appropriate action is taken.</li> </ul> <p>Competence must be demonstrated in the operation of all ancillary equipment to the level required for this unit of competency.</p>
<p><b>Context of and specific resources for assessment</b></p>	<p>Assessment will require access to an operating plant over an extended period of time, or a suitable method of gathering evidence of operating ability over a range of situations.</p> <p>Assessment will occur over a range of situations which will include disruptions to normal, smooth operation.</p> <p>Simulation or case studies/scenarios may be required to allow for timely assessment of parts of this unit of competency. Simulation should be based on the actual plant and will include 'walk-throughs' of the relevant competency components. A bank of scenarios/case studies/what ifs and questions will be required to probe the reasoning behind observable actions.</p>

<b>EVIDENCE GUIDE</b>	
<b>Method of assessment</b>	<p>It would be desirable to assess this unit concurrently with MSAC112003A Undertake manual handling unless competency has already been achieved in this unit.</p> <p>Individual enterprises may choose to add prerequisites and co-requisites relevant to their processes.</p>
<b>Guidance information for assessment</b>	<p>Assessment processes and techniques must be culturally appropriate and appropriate to the language and literacy capacity of the candidate and the work being performed.</p>

## Range Statement

<b>RANGE STATEMENT</b>	
<p>The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.</p>	
<b>Procedures</b>	All operations are performed in accordance with standard procedures and work instructions
<b>Equipment and storage facilities</b>	<p>Equipment and storage facilities may include:</p> <ul style="list-style-type: none"> <li>• motorised rail and road vehicles</li> <li>• mechanical handling equipment including front end loaders</li> <li>• computers</li> <li>• hand tools and safety equipment</li> <li>• mechanical and computerised measuring devices</li> <li>• bunkers, silos, bins/hoppers, weigh bins, tanks and portable tanks</li> <li>• flammable stores</li> </ul>
<b>Materials</b>	<p>Materials may include:</p> <ul style="list-style-type: none"> <li>• materials supplied from an external source</li> <li>• materials/chemical mix produced internally for secondary process</li> </ul>
<b>Typical problems</b>	<p>Typical problems may include:</p> <ul style="list-style-type: none"> <li>• material specifications</li> <li>• contamination of stored stock</li> <li>• quality of received materials</li> <li>• equipment failure</li> </ul>
<b>OHS</b>	All operations are subject to stringent OHS requirements and these must not be compromised at any time. Where there is an apparent conflict between performance criteria and OHS requirements, the OHS requirements take precedence



### Unit Sector(s)

<b>Unit sector</b>	Support
--------------------	---------

### Competency field

<b>Competency field</b>	
-------------------------	--

### Co-requisite units

<b>Co-requisite units</b>		