PPMRES260 Receive materials

Release: 1

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Modification History

Release	Comments
1	Replaces equivalent unit FPPRES260A Receive materials which was first released with FPP10 Pulp and Paper Manufacturing Industry Training Package Version 1. This is the first release of this unit in the new standards format.

Application

This unit of competency describes the outcomes required to receive materials in a pulp or paper manufacturing facility.

The unit applies to production support operators who check, weigh and record load data and direct trucks for unloading. Receiving and weighing procedures may be fully electronic, semi-electronic or manual.

No licensing, legislative, regulatory, or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Unit Sector

Pulp and Paper Manufacturing

Elements and Performance Criteria

Element	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions.
1. Receive materials.	1.1. Identify and review site receiving procedures for materials according to standard operating procedures (SOPs).

Element	Performance Criteria
	1.2. Identify and accept trucks delivering load as per work (WHS) and environmental regulations.
2. Check and weigh load and record data.	2.1. Weigh load using weighing systems according to site procedures.
	2.2. Handle non-conforming loads according to site procedures and safe work requirements and practices.
	2.3. Record weight of load and load conformance information.
	2.4. Obtain delivery record from truck driver.
3. Direct trucks for unloading.	3.1. Notify workforce of deliveries that require unloading.
	3.2. Direct truck to designated unloading site.
	3.3. Monitor and control truck traffic in the receiver area according to site procedures and safe work requirements and practices.

Foundation Skills

This section describes those core and employment skills that are essential to performance and are not explicit *in the performance criteria*	
Learning skills to:	• identify non-conforming load weights • identify essential factors that contribute to situational awareness in the workplace.
Numeracy skills to:	• interpret legal information regarding truck weights • estimate volume and weight of truck loads.
Oral communication skills to:	• interpret hand signals with work colleagues when directing trucks • provide verbal instructions to monitor and control truck traffic.
Self-management skills to:	• use and interpret non-verbal signals including hand signals and facial gestures.
Reading skills to:	• interpret documentation, including SOPs and site receival procedures • interpret signage relating to safety and access.
Writing skills to:	• enter load data on computer-based systems • complete log books and incident reports.

Range of Conditions

Not Applicable

Unit Mapping Information

FPPRES260A Receive materials

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.education.gov.au/Pages/TrainingPackages.aspx/Pages/Home.aspx

Skills Impact