



Australian Government

Department of Education, Employment and Workplace Relations

AHCCOM501A Identify and secure raw materials supply for compost production

Release: 1

AHCCOM501A Identify and secure raw materials supply for compost production

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit covers identifying and securing raw materials supply for compost production and defines the standard required to: develop criteria and identify raw material requirements from corporate documents; review processes, plant and site capabilities against requirements for processing raw materials; assess characteristics of different raw materials as relevant to manufacture of particular products according to compliance requirements; define raw material specifications and acceptance criteria; draft a supply contract.
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Application of the Unit

Application of the unit	This unit applies to commercial composting facility managers.
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Not Applicable

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA

ELEMENT	PERFORMANCE CRITERIA
1. Determine characteristics of raw materials required	<p>1.1.Relevant corporate documents are reviewed to identify commercial objectives, product range and specifications, compliance requirements and enterprise constraints.</p> <p>1.2.Current raw material supplies are reviewed for suitability for production of defined compost products.</p> <p>1.3.Compost recipe calculations are conducted as a gap analysis to identify complementary raw material characteristics and quantities required to manufacture defined products.</p> <p>1.4.Characteristics and quantities of additional complementary raw materials required are specified and documented.</p> <p>1.5.Complementary or substitute raw material types that are consistent with requirements are identified through review of relevant literature and enterprise information/records.</p>
2. Identify and prioritise raw materials required for production	<p>2.1.Raw material options are identified and assessed in order to determine relative priority according to product range and specifications.</p> <p>2.2.Representative samples of prioritised raw materials are gained from potential sources of supply, and characteristics/risks are evaluated and confirmed.</p> <p>2.3.Where required, revisions to raw materials and product specifications are submitted to executive management for incorporation into corporate business plan, marketing plan and marketing strategy.</p>
3. Secure access to raw materials	<p>3.1.Executive management approval is gained for securing preferred raw materials.</p> <p>3.2.Specifications for raw material characteristics and acceptability criteria for receipt are documented for incorporation into supply contract.</p> <p>3.3.Preferred suppliers of raw materials are determined.</p> <p>3.4.Supply contracts are negotiated and secured on suitable trading terms according to enterprise practice.</p>
4. Prepare for receipt and processing of raw materials	<p>4.1.Receipt, containment, handling and management requirements are documented and incorporated into enterprise procedures and training.</p> <p>4.2.Availability of site infrastructure, plant and equipment requirements is confirmed.</p>
5. Maintain supply of	5.1.Effective communication is maintained with raw

ELEMENT	PERFORMANCE CRITERIA
raw material	material suppliers to support reliable and secure supply of raw materials of consistent and required quality.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- assessing and characterising raw materials
- negotiating prices and supply of materials
- using a compost recipe calculator
- use literacy skills to fulfil job roles as required by the organisation. The level of skill may range from reading and understanding documentation to completion of written reports
- use oral communication skills/language competence to fulfil the job role as specified by the organisation including questioning, active listening, asking for clarification, negotiating solutions and responding to a range of views
- use numeracy skills to estimate, calculate and record complex workplace measures
- use interpersonal skills to work with others and relate to people from a range of cultural, social and religious backgrounds and with a range of physical and mental abilities.

Required knowledge

- basic technical and industry literacy to source and interpret test data
- capabilities and limitations of site and plant
- environmental and site licenses and associated risks and restrictions
- potential risks and hazards related to various raw materials
- raw material assessment and characterisation
- raw materials used in compost production
- regulations and standards governing raw materials
- standard forms of supply contracts.

Evidence Guide

EVIDENCE GUIDE

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.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The evidence required to demonstrate competency in this unit must be relevant to workplace operations and satisfy holistically all of the requirements of the performance criteria and required skills and knowledge and include achievement of the following:

- develop criteria and identify raw material requirements from corporate documents
- review processes, plant and site capabilities against requirements for processing raw materials
- assess characteristics of different raw materials as relevant to manufacture of particular products according to compliance requirements
- define raw material specifications and acceptance criteria
- draft a supply contract.

Context of and specific resources for assessment

Competency requires the application of work practices under work conditions. Selection and use of resources for some worksites may differ due to the regional or enterprise circumstances.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole.

Raw material make include:

- commercial organic waste
- timber product waste
- metropolitan green waste.

Unit Sector(s)

Unit sector	Composting
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Co-requisite units

Co-requisite units		

Competency field

Competency field	
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