



Australian Government

Department of Education, Employment and Workplace Relations

FDFOP1005A Operate basic equipment

Revision Number: 1

FDFOP1005A Operate basic equipment

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to use equipment requiring limited application of equipment and process knowledge and limited equipment adjustment.
------------------------	--

Application of the Unit

Application of the unit	This unit is generic and should be customised for a given piece of equipment.
--------------------------------	---

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	

Employability Skills Information

Employability skills	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. Follow workplace procedures to operate equipment	1.1. Checks are conducted to confirm equipment is ready and safe to operate 1.2. Operating procedures are followed to start and operate equipment to achieve required outcome
2. Monitor and complete equipment operation	2.1. Equipment is monitored to identify variation in operating conditions 2.2. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.3. Equipment is shut down according to workplace procedure 2.4. The work area is maintained according to housekeeping standards 2.5. Work is conducted in accordance with workplace environmental guidelines

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

Ability to:

- access workplace information on equipment operating requirements and procedures
- select, fit and use personal protective clothing and/or equipment
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, and confirming that equipment is clean and that all safety guards are in place and operational
- start and operate equipment according to procedure
- monitor the output of equipment operation against requirements
- take corrective action in response to out-of-specification results
- shut down and clean equipment as required
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- maintain work area to meet housekeeping standards
- use basic process control screens and panels according to enterprise procedures
- complete workplace records according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- basic operating principles of equipment used, such as main equipment components, status and purpose of guards, emergency stop, isolation and lockout controls, equipment operating capacities and applications
- services required and action to take if services are not available
- quality requirements of materials/consumables used and the effect of variation on outputs
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- contamination/food safety risks associated with equipment operation and related control measures
- common causes of variation and corrective action required

REQUIRED SKILLS AND KNOWLEDGE

- occupational health and safety (OHS) hazards and controls
- shutdown and cleaning procedures, including isolation, lock out and tag out procedures and responsibilities
- environmental issues and controls relevant to equipment operation, including waste collection and handling procedures related to the process
- basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment
- recording procedures and responsibilities where relevant

Evidence Guide

EVIDENCE GUIDE	
<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>Overview of assessment</p>	<p>Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.</p>
<p>Critical aspects for assessment and evidence required to demonstrate competency in this unit</p>	<p>Evidence of ability to:</p> <ul style="list-style-type: none"> • check equipment readiness for use • operate and monitor equipment to achieve required quality outcomes • take action in response to typical faults and inconsistencies • apply safe work practices • safely shut down equipment • apply food safety procedures.
<p>Context of and specific resources for assessment</p>	<p>Assessment must occur in a real or simulated workplace where the assessee has access to:</p> <ul style="list-style-type: none"> • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • item of equipment to be operated and relevant materials, consumables and services • workplace records as required • cleaning procedures, materials and equipment as required.
<p>Method of assessment</p>	<p>This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be:</p> <ul style="list-style-type: none"> • FDFOP2004A Clean and sanitise equipment
<p>Guidance information for assessment</p>	<p>To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.</p>

Range Statement

RANGE STATEMENT	
<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>	
Policies and procedures	<p>Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements. When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply and reference to food safety is replaced by GMP</p>
Workplace information	<p>Workplace information may include:</p> <ul style="list-style-type: none"> • standard operating procedures (SOPs) • specification • production schedules • labels and codes • safety signs and symbols • materials safety data sheets (MSDS) • standard forms • verbal messages • requests or instructions
Operation of equipment and processes	<p>Operation of equipment and processes may require:</p> <ul style="list-style-type: none"> • the use of simple operating panels
Shutdown procedures	<p>Shutdown procedures may include:</p> <ul style="list-style-type: none"> • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)

Unit Sector(s)

Unit sector	Operational
--------------------	-------------

Competency field

Competency field	
-------------------------	--

Co-requisite units

Co-requisite units		