



Australian Government

Department of Education, Employment and Workplace Relations

FPPPUL250A Store and distribute pulped product

Release: 1

FPPPUL250A Store and distribute pulped product

Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit describes the outcomes required to store and distribute pulped product in the pulp and paper industry

General legislation, regulatory, licensing and certification requirements applicable to this unit are detailed in the range statement

Specific high risk and (non-high risk) load shifting licensing requirements for this unit may be applicable and are to be met separately and prior to the achievement of this unit

Application of the Unit

Application of the unit

This unit applies to operators who store and distribute pulped product in the pulp and paper industry. This work typically involves complex integrated equipment and continuous operations

This unit generally applies to those who:

- prepare for handling operations
- load, unload, transport and store product, and
- document and report product information

to meet safety, quality and productivity requirements

Licensing/Regulatory Information

Refer to Unit Descriptor

Pre-Requisites

Not Applicable

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. Prepare for handling operations	1.1. Preparation for handling operations is completed within Occupational Health and Safety (OHS) regulations, environmental and safe working requirements/practices, Standard Operating Procedures (SOP), and housekeeping requirements 1.2. Handling requirements are identified and confirmed 1.3. Work areas are prepared 1.4. Equipment pre-operation checks are conducted 1.5. Availability of required materials is confirmed
2. Load and unload product	2.1. Product is loaded and unloaded within OHS regulations, environmental and safe working requirements/practices, SOP, and housekeeping requirements 2.2. Safe working loads are identified 2.3. Product is directly loaded or unloaded from the production line 2.4. Non-conformance product is identified, isolated and appropriately actioned
3. Transport and store product	3.1. Product is transported and stored within OHS regulations, environmental and safe working requirements/practices, SOP, and housekeeping requirements 3.2. Product is transported to an appropriate storage facility 3.3. Product is stored in approved configurations and in relevant stock locations
4. Document and report product information	4.1. Product information is documented and reported within OHS regulations, environmental and safe working requirements/practices, SOP, and housekeeping requirements 4.2. Inventory records are compiled and verified 4.3. Product is appropriately identified as required 4.4. Product information is communicated to relevant personnel as required

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This describes the skills and knowledge required for this unit.

Required skills

- Uses required forms of communication in storing and distributing pulped product
- Reads and interprets required documentation, procedures and reports
- Identifies internal and external suppliers
- Accesses, navigates and enters computer-based information
- Identifies and actions problems within level of responsibility
- Identifies non-conformance loads and takes appropriate action
- Identifies and monitors process control points
- Maintains situational awareness work area
- Handles product to minimise damage
- Stores product in appropriate locations
- Operates manual or materials handling equipment
- Operates high risk (and non-high risk) load shifting equipment as required
- Conducts routine maintenance of equipment
- Analyses and uses sensory information to alter work sequence to maintain safety, quality and productivity
- Uses electronic and other control systems to control equipment and processes as required

Required knowledge

- Procedures, regulations and legislative requirements relevant to storage and distribution of pulped product operations including OHS, environmental including relevant sustainability requirements/practices, SOP, isolation procedures, safe working requirements, risks and hazard identification and housekeeping
- Relevant forms of communication
- Basic problem-solving techniques consistent with level of responsibility
- Working knowledge of pulping plant, processes, layout and associated services sufficient to carry out storage and distribution activities within level of responsibility
- Storage and inventory systems
- Traffic flows and work area conditions
- Application of high risk (and non-high risk) load shifting equipment, as required
- Sensory information that indicates a deviation from standard operating parameters
- Sufficient knowledge of electronic and other control systems, operation and application to make appropriate adjustments that control the storage and distribution of pulped product within level of responsibility

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

Evidence should be relevant to the work. It should satisfy the requirements of the elements and performance criteria and include consideration of:

- the required knowledge and skills tailored to the needs of the specific workplace
- applicable OHS regulations, environmental and safe working requirements/practices, SOP and housekeeping requirements
- applicable aspects of the range statement
- practical workplace demonstration of skills in storing and distributing pulped product

Context of and specific resources for assessment

A workplace assessment must be used to assess:

- the application of required knowledge on the job
- the application of skills on the job, over time and under a range of typical conditions that may be experienced in storing and distributing pulped product

Access to the full range of equipment involved in storage and distribution of pulped product in a pulp or paper mill is required

Method of assessment

A combination of assessment methods should be used. The following examples are appropriate for this unit:

- observation of applied skills and knowledge on the job
- workplace demonstrations via a mock-up or simulation that replicate part/s of the job
- answers to written or verbal questions about specific skills and knowledge
- third-party reports from relevant and skilled personnel
- written evidence e.g. log sheet entries, checklist entries, test results

Assessment processes and techniques must be culturally appropriate and in keeping with the language

EVIDENCE GUIDE

and literacy capacity of the learner and the work being performed. This includes conducting an assessment in a manner that allows thoughts to be conveyed verbally so that the learner can both understand and be understood by the assessor (e.g. use plain English and terminology used on the job)

A holistic assessment with other units relevant to the pulp and paper industry, mill and job role is recommended

Additional information on approaches to assessment for the pulp and paper industry is provided in the Assessment Guidelines for this Training Package

Range Statement

RANGE STATEMENT

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.

Productivity requirements may include:

- energy efficiency
- waste minimisation
- evaporation minimisation, including landfill and waste water reduction
- environmentally safe waste disposal
- consideration of resource utilisation, including fibre efficiency
- minimising delays
- chemical recovery maximisation
- meeting key performance indicators
- line speed
- handovers
- quality checks
- meeting output targets i.e. net tonnes per employee per annum
- machine/process time availability i.e. time the machine or process is making product

RANGE STATEMENT

- Operational parameters may include:
- machine/process production rate
 - flows
 - temperatures
 - pressures
 - through put
 - consistencies
 - amps
 - set points
 - valve settings
 - levels
 - interlocks
- Storage levels may include:
- vats
 - chests
 - silos
 - tanks
 - bins
 - piles
- Pulping processes - chemical, mechanical and semi-chemical pulping may include:
- bleaching plant operations
 - refining
 - chip preparation
 - cleaning or washing systems
 - chemical preparation and treatment
 - pulp lapping production
 - stock distribution and storage
 - digester operations
 - mechanical pulping systems
- Products of these processes may include:
- bleached or unbleached pulp
 - fluff pulp
 - crumbed pulp
 - baled, rolled or sheet pulp
 - slushed pulp
- Materials and supplies may include:
- woodchips
 - pulp
 - steam
 - water
 - chemicals
 - power
- Equipment may include:
- power and steam systems
 - hydraulic and electrical systems
 - chemical delivery and processing

RANGE STATEMENT

- conveyors and pump distribution equipment
 - pneumatic systems
 - process plant
 - materials handling equipment
 - hand and power tools
 - computer systems
 - electronic screens and alarms
 - process control systems
 - analogue and digital instruments
 - fully automated, semi-automated, manually operated plant and equipment appropriate to pulping operations
- Electronic control systems may include:
- Digital Control System (DCS)
 - touch screens
 - robotics
- Legislation, regulatory, licensing and certification requirements may include:
- OHS and environmental requirements (local, state and commonwealth)
 - activity or task specific high risk (and non-high risk) load shifting licensing requirements
 - relevant endorsed licences
 - hazardous chemical handling requirements
 - air and gas discharge requirements
 - safety instructions
- Documentation, procedures and reports may include:
- SOP
 - work instructions or purchase orders
 - environmental sustainability requirements/practices
 - plant manufacturing operating manuals
 - quality procedures
 - oil or chemical spills and disposal guidelines
 - plant isolation documentation
 - safe work documentation e.g. plant clearance, job safety analysis, permit systems
 - log sheets and shift reports
 - work orders
 - delivery or distribution documentation
 - tally or production records
 - incident reports
 - Materials Safety Data Sheets (MSDS)
 - process and instrumentation diagrams

RANGE STATEMENT

- Maintenance may include:
- operator level maintenance as per site agreement
 - operator maintenance schedules
 - calibrating test equipment
 - maintenance systems
 - maintenance suppliers
 - proactive maintenance strategies e.g. Total Productive Maintenance (TPM), Reliability Centred Maintenance (RCM)
- Actions may include:
- process adjustments
 - reporting to authorised person
 - rectifying problem within level of responsibility
- Communications may include interaction with:
- internal or external
 - customers and suppliers
 - team members
 - maintenance services
 - operational management
 - statutory authorities
- Situational awareness may include awareness of:
- traffic
 - pedestrians
 - location of equipment
 - product
 - hazards
 - obstruction
 - unexpected movement
- Sensory information may include:
- visual
 - sound
 - feel
 - touch
 - smell
 - vibration
 - temperature
- Forms of communications may include:
- written e.g. log books, emails, incident and other reports, run sheets, data entry
 - reading and interpreting documentation e.g. SOP, manuals, checklists, drawings
 - verbal e.g. radio skills, telephone, face to face,

RANGE STATEMENT

handover

- non-verbal e.g. hand signals, alarms, observations
- signage e.g. safety, access

Unit Sector(s)

Not Applicable