



Australian Government

PMC552004 Prepare for production

Release: 1

PMC552004 Prepare for production

Modification History

Release 1. Supersedes and is equivalent to PMC552004C Prepare for production.

Application

This unit of competency covers the skills and knowledge required to prepare for production within the manufactured mineral products industry.

This unit of competency applies to operators who are required to confirm material requirements, assemble and check materials, control and/or report hazards, perform equipment checks and rectify routine problems.

This unit of competency applies to an individual working alone or as part of a team or group and working in liaison with other shift team members, team leader and supervisor, as appropriate.

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

Pre-requisite Unit

Nil

Competency Field

Operations

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

1	Check production plan
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1.1	Identify the type of product required, time to run and raw/reclaim materials required
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1.2	Check for quantity and quality required and any special requirements
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| | | 1.3 | Check with supervisor/appropriate person if requirements are 'unusual' |
| 2 | Identify hazards | 2.1 | Identify hazards of materials to be used |
| | | 2.2 | Identify hazards in work area |
| | | 2.3 | Implement hazard controls according to procedures |
| | | 2.4 | Report safety concerns according to procedures |
| 3 | Assemble raw materials | 3.1 | Order and check quantities of materials required |
| | | 3.2 | Sample and test materials as required |
| | | 3.3 | Visually check that materials are free from contamination and suitable for production |
| | | 3.4 | Report contamination or other non-conformance |
| 4 | Check machinery and equipment | 4.1 | Check required program |
| | | 4.2 | Check machinery/equipment for operation |
| | | 4.3 | Correct or report maintenance requirements as appropriate |
| | | 4.4 | Check that equipment has been test run |
| | | 4.5 | Check that equipment is set and adjusted according to production schedule as required |
| 5 | Rectify routine problems | 5.1 | Identify the range of faults that can occur during the operation |
| | | 5.2 | Determine and rectify fault causes by procedures |
| | | 5.3 | Identify and rectify equipment failure causes to procedures |
| | | 5.4 | Ensure appropriate records and log books of equipment operations are maintained to meet procedures |

5.5 Identify non-routine problems and report to designated person

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Regulatory framework The latest version of all legislation, regulations, industry codes of practice and Australian/international standards, or the version specified by the local regulatory authority, must be used.

Applicable legislation, regulations, standards and codes of practice include:

- health, safety and environmental (HSE) legislation, regulations and codes of practice relevant to the workplace, equipment and production processes and hazardous materials
- Australian/international standards relevant to the materials being used and products being made
- any relevant licence and certification requirements.

All operations to which this unit applies are subject to stringent HSE requirements, which may be imposed through state/territory or federal legislation, and these must not be compromised at any time. Where there is an apparent conflict between performance criteria and such requirements the legislative requirements take precedence.

Procedures All operations must be performed in accordance with relevant procedures.

Procedures are written, verbal, visual, computer-based or in some other form, and include one or any combination of:

- job cards
- emergency procedures
- work instructions
- standard operating procedures (SOPs)
- safe work method statements (SWMS)
- formulas/recipes
- batch sheets
- temporary instructions
- any similar instructions provided for the smooth running of the plant.

Problems Routine problems must be resolved by applying known solutions.

Routine problems are predictable and include one or more of:

- contaminated materials
- raw material not to specifications
- material variability within specification
- equipment malfunctions.

Known solutions are drawn from one or more of:

- procedures
- training
- remembered experience.

Non-routine problems must be reported according to according to relevant procedures.

Records and reports Records include one or more of:

- log books/sheets
- electronic records
- job/work sheets
- other records used for the smooth running of the plant.

Reports include one or more of:

- paper or electronic-based logs and reports
- verbal/radio reports
- reporting items found which require action.

Unit Mapping Information

Release 1. Supersedes and is equivalent to PMC552004C Prepare for production.

Links

MSA Training Package Implementation Guides - <http://mskills.org.au/training-packages/info/>