



Australian Government

Assessment Requirements for PPMQAS430 Oversee quality assurance process

Release: 1

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Modification History

Release	Comment
1	Replaces equivalent unit FPPQAS430A Oversee quality assurance process, which was first released with FPP10 Pulp and Paper Manufacturing Industry Training Package Version 1.0. This is the first release of this unit in the new standards format. Assessment requirements now specify the performance and knowledge evidence, as well as assessment conditions for this unit of competency. These sections simplify and replace components used in the previous unit format, including 'Required Skills and Knowledge, Evidence Guide and Range Statement'.

Performance Evidence

A person demonstrating competency in this unit must satisfy all of the elements, performance criteria and foundation skills of this unit, and must be able to provide evidence that they can:

- oversee quality assurance, at least twice in line with required enterprise intervals, by:
 - identifying the relevant policies and procedures on quality assurance
 - presenting in-process inspection, test and other quality data in the prescribed format according to standard operating procedures (SOP)
 - monitoring test records to verify product quality and identify performance trends
 - reviewing product samples to ensure quality of output
 - identifying and minimising risks associated with samples
 - implementing process changes to meet quality assurance requirements
 - reviewing and updating operating instructions to ensure their suitability
 - communicating changed procedures in written and verbal forms.

Knowledge Evidence

A person competent in this unit must be able to demonstrate knowledge of:

- procedures and regulations relevant to overseeing quality assurance processes including work health and safety (WHS), environmental and sustainability requirements, SOP, isolation procedures, safe working requirements, risks and hazard identification and housekeeping
- quality assurance problems that need to be addressed through in-process monitoring of production and product

- basic problem-solving techniques related to quality procedures and consistent with level of responsibility
- actual or potential problems evident from trend analysis
- procedures and appropriate action to rectify problems
- post collection and procedure for handling samples
- controls associated with a procedure change
- actual or potential problems if SOP or their equivalent are non-existent
- potential environmental impact of out-of-standard performance to their customers.

Assessment Conditions

The following resources must be made available:

- access to the full range of equipment required to oversee quality assurance in a pulp or paper manufacturing facility
- sample workplace documentation, procedures and reports including SOP, quality procedures, environmental sustainability requirements/practices, plant manufacturing operating manuals, enterprise policies and procedures, test records and permit documents
- template documents for recording system information and processes
- personal protective equipment suitable for overseeing quality assurance processes
- organisational workplace health and safety and standard operating procedures relevant to the job role
- relevant personnel for the purposes of communicating information.

Competency is to be assessed in the workplace or in a productive environment that accurately reflects performance in a workplace.

Assessor requirements

Assessors must:

- hold the appropriate assessor competency standards as outlined in regulations; and
- be able to demonstrate vocational competencies at least to the level being assessed; and
- be able to demonstrate how they are continuing to develop their VET knowledge and skills as well as maintaining their industry currency and assessor competence.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.education.gov.au/Pages/TrainingPackages.aspx/Pages/Home.aspx>