



Australian Government

Department of Education, Employment and Workplace Relations

FPICOT5203B Manage installation and commissioning of equipment

Release: 1

FPICOT5203B Manage installation and commissioning of equipment

Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit describes the outcomes required to plan and manage the installation and commissioning of equipment in a manner that minimises disruption and facilitates continuing optimum production outcomes

Compliance with licensing, legislative, regulatory or certification requirements may be required in various jurisdictions

This unit replaces FPICOT5203A Manage installation and commissioning of equipment

Application of the Unit

Application of the unit

The unit involves managing the installation and commissioning of equipment in a forest office setting

The skills and knowledge required for competent workplace performance are to be used within the scope of the person's job and authority

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 installation	1.1. Applicable occupational health and safety (OHS), environmental, legislative and organisational requirements relevant to managing the installation and commissioning of equipment are identified and followed 1.2. Equipment items to be included in work plan and specification document are specified and checked 1.3. Work plan for installation and commissioning of equipment and systems is drawn up, including management and reporting procedures 1.4. Specifications are checked for intended operating conditions 1.5. Communication with others is established and maintained in line with OHS requirements
2. Coordinate and monitor installation compliance	2.1. Arrangements for installing and commissioning equipment including necessary legal, insurance, safety and environmental requirements are coordinated in line with workplace and legislative procedures 2.2. Contract arrangements for the installation and commissioning of equipment and systems are coordinated in line with workplace procedures 2.3. Installation process, including testing, is monitored to ensure compliance with contractual requirements 2.4. Variations are dealt with to ensure installation meets specification requirements
3. Manage installation schedules, legalities and budgets	3.1. Installation process is monitored to ensure compliance with installation specifications, schedule and budget 3.2. Scheduling and budgeting processes are adjusted in line with variations or alternative plans 3.3. Deviations are documented and reported 3.4. Formal organisational processes are used to document the administration of regulatory requirements 3.5. Legal, environmental and OHS requirements related to installing and commissioning equipment and systems are identified and followed 3.6. Monitoring of the process is carried out to ensure compliance with legal, environmental and OHS requirements related to installing and commissioning

ELEMENT	PERFORMANCE CRITERIA
	equipment and systems
4. Conduct trials to confirm operating status of equipment	4.1. Equipment operations are evaluated in a trial run and results are checked against requirements 4.2. Equipment is adjusted to achieve performance outcome specifications 4.3. Employee duties are communicated to match equipment operating requirements 4.4. Maintenance documentation is completed and processed 4.5. Process and machine specification documentation is completed and appropriate records are maintained 4.6. Completed work is assessed to confirm required specifications have been met 4.7. Records and reports on work completed are prepared in line with enterprise procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level required for this unit.

Required skills

- Technical skills sufficient to use and maintain relevant tools, machinery and equipment; efficiently and safely manage the installation and commissioning of equipment
- Communication skills sufficient to use appropriate communication and interpersonal techniques with colleagues and others
- Literacy skills sufficient to record and report workplace information; maintain documentation
- Numeracy skills sufficient to measure, estimate and calculate time required to complete a task
- Problem solving skills sufficient to identify problems and equipment faults; demonstrate appropriate response procedures

Required knowledge

- Applicable commonwealth, state or territory legislation, regulations, standards, codes of practice and established safe practices relevant to the full range of processes for managing the installation and commissioning of equipment
- Environmental protection requirements, including the safe disposal of waste

REQUIRED SKILLS AND KNOWLEDGE

material, the safe use and storage of chemicals, the minimisation of carbon emissions, and the cleaning of plant, tools and equipment

- Organisational and site standards, requirements, policies and procedures for managing the installation and commissioning of equipment
- Environmental risks and hazards
- Using energy effectively and efficiently
- Using material effectively and efficiently
- Equipment operations and installation procedures
- Commissioning procedures
- Established communication channels and protocols
- Problem identification and resolution strategies, and common fault finding techniques
- Types of tools and equipment, and procedures for their safe use and maintenance
- Appropriate mathematical procedures for estimating and measuring, including calculating time to complete tasks
- Procedures for recording and reporting workplace information

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

A person who demonstrates competency in this unit must be able to provide evidence that they can safely and efficiently manage the installation and commissioning of equipment in line with organisational requirements

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, and satisfy, all of the requirements of the elements of this unit and include demonstration of:

- following applicable commonwealth, state or territory legislative and regulatory requirements and codes of practice relevant to managing the installation and commissioning of equipment
- following organisational policies and procedures relevant to managing the installation and commissioning of equipment
- managing the installation and commissioning of equipment within the enterprise

Context of and specific resources for assessment

- Competency is to be assessed in the workplace or realistically simulated workplace
- Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints
- Assessment of required knowledge, other than confirmatory questions, will usually be conducted in an off-site context
- Assessment is to follow relevant regulatory or Australian Standards requirements
- The following resources should be made available:
 - workplace location or simulated workplace
 - materials and equipment relevant to undertaking work applicable to this unit
 - specifications and work instructions

Method of assessment

- Assessment must satisfy the endorsed Assessment Guidelines of the FPI11 Training Package
- Assessment methods must confirm consistency and accuracy of performance (over time and in a range of workplace relevant contexts) together with

EVIDENCE GUIDE

application of required knowledge

- Assessment must be by direct observation of tasks, with questioning on required knowledge and it must also reinforce the integration of employability skills
- Assessment methods must confirm the ability to access and correctly interpret and apply the required knowledge
- Assessment may be applied under project-related conditions (real or simulated) and require evidence of process
- Assessment must confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances
- Assessment may be in conjunction with assessment of other units of competency
- The assessment environment should not disadvantage the candidate
- Assessment practices should take into account any relevant language or cultural issues related to Aboriginality, gender or language backgrounds other than English
- Where the participant has a disability, reasonable adjustment may be applied during assessment
- Language and literacy demands of the assessment task should not be higher than those of the work role

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.

OHS requirements:

are to be in line with applicable commonwealth, state or territory legislation and regulations, and organisational safety policies and procedures, and may include:

RANGE STATEMENT

- personal protective equipment and clothing
- safety equipment
- first aid equipment
- fire fighting equipment
- hazard and risk control
- fatigue management
- elimination of hazardous materials and substances
- safe forest practices, including required actions relating to forest fire
- manual handling including shifting, lifting and carrying

Environmental requirements may include:

- legislation
- organisational policies and procedures
- workplace practices

Legislative requirements:

are to be in line with applicable commonwealth, state or territory legislation, regulations, certification requirements and codes of practice and may include:

- award and enterprise agreements
- industrial relations
- Australian Standards
- confidentiality and privacy
- OHS
- the environment
- equal opportunity
- anti-discrimination
- relevant industry codes of practice
- duty of care

Organisational requirements may include:

- legal
- organisational and site guidelines
- policies and procedures relating to own role and responsibility
- quality assurance
- procedural manuals
- quality and continuous improvement processes and standards
- OHS, emergency and evacuation procedures
- ethical standards
- recording and reporting requirements
- equipment use, maintenance and storage

RANGE STATEMENT

	requirements
	• environmental management requirements (waste minimisation and disposal, recycling and re-use guidelines)
Equipment is to include:	• all machinery and equipment available for production purposes • subsequent maintenance within the enterprise
Work plan is to include:	• the installation and commissioning sequence • use of equipment • labour requirements
	and may also include:
	• instructions for the environmental monitoring of work and procedures • environmental care requirements relevant to the work
Installation	is the process of setting equipment to undertake the sequence of work and output required
Commissioning	is the process of verifying that the equipment is operating safely and in line with its intended purpose
Specifications are to include:	• size of equipment • capacity • output • power • maintenance requirements • safety details
Communication may include:	• verbal and non-verbal language • constructive feedback • active listening • questioning to clarify and confirm understanding • use of positive, confident and cooperative language • use of language and concepts appropriate to individual social and cultural differences • control of tone of voice
Contract arrangements may include:	• installation • alignment and adjustment • operator training

RANGE STATEMENT

- testing
- backup support

Testing

is operation in production mode to trial all aspects of the equipment to ensure accuracy and safety of the equipment

Schedule may include:

- work schedules for personnel
- scheduling of processing work
- scheduling of equipment downtime

Trial run

see testing

Maintenance is to include:

- proactive and reactive approaches to maintenance
- scheduled and emergency maintenance activities
- shutting down of equipment
- stripping equipment
- checking, repairing or replacing parts or consumables

Records and reports may include:

- installation and commissioning outcomes
- operating logs
- performance records
- quality outcomes
- hazards
- incidents
- equipment malfunctions

and may be:

- manual
- a computer-based system
- other appropriate organisational communication system

Unit Sector(s)

Not Applicable

Competency field

Competency field Common Technical