



Australian Government

Department of Education, Employment and Workplace Relations

FPPDEO330A Co-ordinate and implement dry end shutdown

Release: 1

FPPDEO330A Co-ordinate and implement dry end shutdown

Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit describes the outcomes required to co-ordinate and implement dry end shutdowns 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 co-ordinate and implement dry end shutdown in the pulp and paper industry. This work typically involves complex integrated equipment and continuous operations

This unit generally applies to those who:

- assess causes and effects of shutdowns
- implement shutdown procedures, and
- record and report shutdown information at the dry end

to meet safety, quality and productivity requirements

It does not include monitoring and controlling, starting up or troubleshooting and rectifying dry end operations

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. Assess causes and effects of shutdown	1.1. Causes and effects of shutdown are assessed within Occupational Health and Safety (OHS) regulations, environmental and safe working requirements/practices, Standard Operating Procedures (SOP), and housekeeping requirements 1.2. Work area instructions or maintenance schedules are used to co-ordinate a planned shutdown 1.3. Cause of unplanned shutdown is identified and located 1.4. Effects of unplanned shutdown are assessed to determine impact on operations 1.5. Unplanned shutdown is communicated as required
2. Implement shutdown procedures	2.1. Shutdown procedures are implemented within OHS regulations, environmental and safe working requirements/practices, SOP, and housekeeping requirements 2.2. Planned shutdown is implemented 2.3. Unplanned shutdown is responded to and rectified 2.4. Isolation requirements are implemented as required 2.5. Shutdown information is communicated to relevant personnel as required
3. Record and report shutdown information	3.1. Recording and reporting is completed within OHS regulations, environmental and safe working requirements/practices, SOP, and housekeeping requirements 3.2. Shutdown information is recorded, including corrective action as required 3.3. Shutdown information is reported to relevant personnel

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 co-ordinating and implementing

REQUIRED SKILLS AND KNOWLEDGE

shutdowns of dry end operations

- Reads and interprets required documentation, procedures and reports
- Accesses, navigates and enters computer-based information
- Interprets instruments, gauges and data recording equipment
- Identifies and actions problems within level of responsibility
- Identifies and monitors process control points
- Identifies and responds appropriately to shutdown causes
- Responds to problems associated with plant shutdown and unplanned shutdown to ensure safety quality and productivity
- Coordinates and plans shutdown activity
- Maintains situational awareness in the work area
- Operates high risk (and non-high risk) load shifting equipment as required
- Analyses and uses sensory information to adjust process to maintain and co-ordinate 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 dry end 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
- Effects of shutdowns on the rest of the systems
- Types, causes and effects of dry end shutdowns
- Required responses to all unplanned shutdowns (e.g. power outage, mechanical breakdown, blockages, jamming, air supply, control system failure) to ensure safety quality and productivity
- Process and procedures for plant shutdowns and unplanned shutdowns
- Plant and machinery functions and operations
- Emergency procedures and responses
- Working knowledge of dry end plant, processes, layout and associated services sufficient to carry out shutdown activities within level of responsibility
- 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 dry end, 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 co-ordinating and implementing dry end shutdowns

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 dry end operations

Access to the full range of equipment involved in integrated continuous manufacturing of dry end operations 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 and literacy capacity of the learner and the work being

EVIDENCE GUIDE

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
- machine/process production rate

RANGE STATEMENT

- Systems and functions involved in dry end operations may include:
- drying processes
 - reeling operations
 - chemical additive system
 - monitoring systems
 - sheet treatment processes
 - tail feed systems
 - broke system
 - on-line coating systems
 - calendering systems
 - vacuum systems
 - laser systems
 - slitter systems
 - sheet transfer systems
 - accumulator
 - cleaning showers
- Materials, supplies and stock may include:
- chemicals
 - compressed air
 - water
 - electricity
 - gas
 - steam
 - additives
 - machine clothing
 - ropes and belts
- Equipment may include:
- scales
 - tape turner
 - hand and power tools
 - computer systems
 - electronic screens and alarms
 - process control systems
 - computer systems
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 - process control systems
 - fully automated, semi-automated, manually operated plant and equipment appropriate to the dry end process
- Electronic control systems may include:
- Digital Control System (DCS)
 - touch screens
 - robotics

RANGE STATEMENT

Hazards and risks may include:

- steam and/or gas leaks
- fires
- nip points
- compressed air
- hot surfaces
- electrical
- entanglement
- slip hazards/falls
- energy
- pressures
- chemicals
- fumes
- confined spaces
- dust

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

Documentation, procedures and reports may include:

- SOP
- site policy and procedures
- environmental sustainability requirements/practices
- plant manufacturing operating manuals
- confined space requirements
- vendor documentation
- reference manual
- grade specifications
- quality procedures
- oil or chemical spills and disposal guidelines
- plant isolation documentation
- housekeeping
- safe work documentation e.g. plant clearance, job safety analysis, permit systems
- maintenance logs
- job sheets
- operating log
- production instructions

RANGE STATEMENT

Actions may include:	• Materials Safety Data Sheets (MSDS) • process and instrument diagrams • process adjustments • reporting to authorised person • rectifying problem within level of responsibility
Communications may include	interaction with: • team members • production/service co-ordinators • internal/external customers and suppliers • maintenance services • operational management • statutory authorities
Situational awareness may include	awareness of: • traffic • pedestrians • location of equipment • product • hazards • obstructions • 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. standard operating procedures, manuals, checklists, drawings • verbal e.g. radio skills, telephone, face to face, handover

RANGE STATEMENT

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

Unit Sector(s)

Not Applicable