



Australian Government

Department of Education, Employment and Workplace Relations

FPPWPO320A Prepare and start up waste paper operations

Release: 1

FPPWPO320A Prepare and start up waste paper operations

Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit describes the outcomes required to prepare and start up waste paper operations 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 prepare and start up waste paper operations in the pulp and paper industry. This work typically involves complex integrated equipment and continuous operations

This unit generally applies to those who:

- determine production requirements
- inspect and prepare systems for startup
- implement startup operations, and
- establish and stabilise the production and quality processes

to meet safety, quality and productivity requirements

It does not include shutting down, monitoring and controlling or troubleshooting and rectifying waste paper 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. Determine production requirements	1.1. Production requirements are determined within Occupational Health and Safety (OHS) regulations, environmental and safe working requirements/practices, Standard Operating Procedures (SOP), and housekeeping requirements 1.2. Furnish type, chemical requirements and supply rate (conveyer loading procedure) are determined and communicated to relevant personnel 1.3. Availability of supplies to meet production requirements are determined 1.4. Readiness and availability of facilities to receive process product and/or by-products is confirmed
2. Inspect and prepare systems for startup	2.1. Systems for startup are inspected and prepared within OHS regulations, environmental and safe working requirements/practices, SOP, and housekeeping requirements 2.2. Pre-startup checks are completed 2.3. Operational settings are made and confirmed with specification requirements 2.4. Production ready status is confirmed with relevant personnel 2.5. Monitoring devices and systems are checked and confirmed operational 2.6. Identified faults are rectified
3. Implement startup operations	3.1. Startup operations are implemented within OHS regulations, environmental and safe working requirements/practices, SOP, and housekeeping requirements 3.2. Systems are activated and confirmed operational 3.3. Equipment startups are co-ordinated for production 3.4. Systems are monitored and adjusted to rectify variations from specifications 3.5. Process operation is communicated to relevant personnel 3.6. Production startups are logged, recorded or filed
4. Establish and stabilise the production and quality processes	4.1. Production and quality processes are established and stabilised within OHS regulations, environmental and safe working requirements/practices, SOP, and housekeeping requirements 4.2. Systems are monitored and adjusted to rectify

ELEMENT**PERFORMANCE CRITERIA**

- variations from specifications
- 4.3. Samples are taken as required and appropriately actioned
- 4.4. System operation, production and quality data is logged, recorded or filed 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 preparing and starting up waste paper operations
- Reads and interprets required documentation, procedures and reports
- Logs production preparation and startup details as required
- Interprets instruments, gauges and data recording equipment
- Communicates operational requirements clearly to the wet end area personnel
- Confirms production ready status with team members, suppliers and customers
- Accesses, navigates and enters computer-based information
- Interprets and responds to control systems and display alarms in accordance with SOP
- Identifies and actions problems within level of responsibility
- Identifies and monitors process control points
- Maintains situational awareness in the work area
- Recognises when raw materials, equipment and personnel are available
- Removes isolations
- Takes samples, conducts tests, interprets and records results if required
- Uses measuring equipment as required
- 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 waste paper plant operation including OHS, environmental including relevant sustainability requirements/practices, SOP, isolation procedures, safe working requirements,

REQUIRED SKILLS AND KNOWLEDGE

risks and hazard identification and housekeeping

- Quality requirements
- Relevant forms of communication
- Roles and responsibilities of relevant personnel and customers
- Basic problem-solving techniques consistent with level of responsibility
- Cause and effects of operational equipment faults
- Working knowledge of waste paper plant, processes, layout and associated services sufficient to carry out startup activities within level of responsibility
- Procedures for the preparation of startup
- Purpose of the process controls and how changes affect the production variables
- Purpose and location of each supply system
- Purpose of each of the steps in the preparation of the waste paper operations system for production
- Purpose of each component of the waste paper operations system
- Navigation of computer control system displays
- Sampling and testing process for plant and system operations, and process monitoring - purpose, standards and procedures as per site agreements
- 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 waste paper operations, 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 preparing and starting up waste paper operations

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 waste paper operations

Access to the full range of equipment involved in integrated continuous manufacturing of waste paper 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

Pre-startup checks may include:	confirmation that: • services are available • raw materials are available • equipment and personnel are available • faults are identified
Waste paper operations may include:	• pulping • screening • dewatering • reject systems
Materials and supplies may include:	• waste paper • air • chemicals • broke • steam • water • electricity
Equipment may include:	• broke handling systems • fork trucks and front end loaders • cranes • communication equipment and 2-way radios • computer systems • electronic screens and alarms • process control systems • analogue and digital instruments • fully automated, semi-automated, manually operated plant and equipment appropriate to waste paper 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
Documentation, procedures and reports may include:	• SOP • quality procedures • environmental sustainability requirements/practices • plant manufacturing operating manuals • oil or chemical spills and disposal guidelines

RANGE STATEMENT

- Maintenance may include:
- plant isolation documentation
 - safe work documentation e.g. plant clearance, job safety analysis, permit systems
 - Material Safety Data Sheets (MSDS)
 - furnish sheets
 - tally sheets
 - process and instrument diagrams
 - operator level maintenance as per site agreements
 - 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

RANGE STATEMENT

Communications may include

interaction with:

- internal/external customers and suppliers
- team members
- maintenance services
- operational management

Situational awareness may include

awareness of:

- traffic
- pedestrians
- location of equipment
- product
- hazards
- obstruction
- unexpected movement

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

Sensory information may include:

- visual
- sound
- feel
- touch
- smell
- vibration
- temperature

Unit Sector(s)

Not Applicable