



Australian Government

Department of Education, Employment and Workplace Relations

PMBPROD300B Produce products

Revision Number: 1

PMBPROD300B Produce products

Modification History

Not applicable.

Unit Descriptor

Unit descriptor

This competency covers the operation and adjustment of processes and the solving of non-routine problems. This competency is for organisation-specific processes which are not elsewhere covered in this Training Package.

This competency is typically performed by advanced operators demonstrating some relevant theoretical knowledge and using a range of well developed skills requiring some discretion and judgement.

Application of the Unit

Application of this unit

This competency applies to operators who are required to apply knowledge of materials, product purpose and processes to the operation of processes. The key factors are the production of material meeting quality standards and product requirements and the recognition and resolving of a range of routine and non-routine problems. It includes

- identifying and planning own work requirements from production requests
- identifying and minimising any hazards connected with materials and process from materials safety data sheets, labels and workplace procedures
- checking settings and adjustments of equipment
- checking materials for conformity to job requirements
- monitoring equipment operation and correcting process variations
- correcting materials, equipment or process variations and making appropriate adjustments
- discarding non-conforming products ensuring discarded materials are reused where possible and waste and scrap is disposed of in accordance with workplace instructions
- solving routine and non-routine equipment and process problems, seeking guidance where necessary or appropriate
- completing logs and reports.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisites

This unit has the prerequisite of a PROD200 series unit of competency.

Employability Skills Information

Employability Skills

The required outcomes described in this unit contain applicable Employability Skills. The Employability Skills Summary of the qualification(s) in which this unit is packaged will assist in identifying Employability Skill requirements.

Elements and Performance Criteria Pre-Content

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes of a unit of competency	Performance criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT ELEMENT	PERFORMANCE CRITERIA Performance criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the evidence guide.
1. Plan own work requirements.	1.1 Identify the most appropriate equipment to be used for production and upstream and downstream operations from production plan or request. 1.2 Identify and check materials required, including additives and regrind and their amounts or percentages. 1.3 Implement measures to control identified hazards in line with procedures and duty of care. 1.4 Identify requirements for materials, quality, production and equipment checks.
2. Start up equipment/ process to procedures.	2.1 Identify process settings required for product. 2.2 Set process to required settings. 2.3 Check materials are correct. 2.4 Take appropriate action for non-conforming materials. 2.5 Set up date, batch and materials markings to specifications, as required. 2.6 Complete pre-start checks . 2.7 Start up moulding process.
3. Operate and make adjustments to the equipment/process to procedures.	3.1 Operate equipment/process, noting key variables. 3.2 Monitor controls/displays/terminals for production and process data. 3.3 Take samples as required and identify product out of specification. 3.4 Monitor product/process quality. 3.5 Make adjustments to remedy faults and nonconformity as required. 3.6 Establish a stable process. 3.7 Adjust process to minimise scrap and trim. 3.8 Clean, adjust and lubricate equipment as required.
4. Shut down machine to procedures.	4.1 Determine type of shut down. 4.2 Select appropriate purging method. 4.3 Purge efficiently and adequately as required. 4.4 Leave machine in appropriate condition and with

ELEMENT	PERFORMANCE CRITERIA
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	appropriate locks, tags or notices. 4.5 Complete relevant documentation. 4.6 Ensure area is clean and clear after the shutdown, in readiness for the next start up.
5. Anticipate and solve problems	5.1 Recognise a problem or a potential problem. 5.2 Determine problems needing priority action. 5.3 Refer problems outside area of responsibility to appropriate person, with possible causes. 5.4 Seek information and assistance as required to solve problems. 5.5 Solve problems within area of responsibility. 5.6 Follow through items initiated until final resolution has occurred.

Required Skills and Knowledge

This describes the essential skills and knowledge and their level required for this unit. Application of knowledge of the materials, equipment and process sufficient to recognise material and equipment conditions which may lead to out of specification production. Knowledge of organization procedures and relevant regulatory requirements along with the ability to implement them within appropriate time constraints and work standards. Competence includes the ability for the practical completion of the job to apply and/or explain:

- products, materials and material characteristics
- behaviour of materials in relation to key process variables
- quality requirements at each production stage
- function and operating principles of equipment
- machine components and ancillary equipment
- impact of key process variables on product quality and production output
- nature of mechanical, hydraulic, pneumatic, electrical and electronic principles which effect machine operation and product development
- the importance of machine set up and start up procedure up for effective processing of materials
- safety procedures and the use of PPE in relation to handling materials, equipment operation and clean up
- the hierarchy of control including engineering controls
- impact of variations in raw materials and equipment operation in relation to final product
- changes to materials at various stages of production
- waste management and importance of non-conforming materials
- polymer properties and their interactions with process conditions
- relationships between polymer properties and process conditions
- changes to polymer properties to better suit process requirements
- product problems related to polymer properties
- product problems related to process conditions
- adjustments to process conditions to meet polymer and product requirements.

Competency also includes the ability to:

- plan own work, including predicting consequences and identifying improvements
- interpret from production requests the correct selection and use of equipment, materials, processes and procedures
- maintain output and product quality using appropriate instruments, controls, test information and readings
- apply relevant procedures relating to safe working practices prescribed for the equipment
- follow local OHS legislation and/or regulations.

Language, literacy and numeracy requirements

This unit requires the ability to read and interpret typical product specifications, job sheets and material labels as provided to operators.

Writing is required to the level of completing workplace forms and production reports.

Basic numeracy is required, eg to determine how many 2 kg, 3 kg and 5 kg bags are needed to make up a requirement for 50 kg.

Evidence Guide

The Evidence Guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for this Training Package.

Overview of assessment

A holistic approach should be taken to the assessment.

Assessors must be satisfied that the person can consistently perform the unit as a whole, as defined by the Elements, Performance Criteria and skills and knowledge.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

It is essential that competence is demonstrated in the knowledge and skills defined in this unit. These may include the ability to:

- identify critical materials properties and process characteristics in relation to the process requirements and the end product
- plan own work process within workplace procedures and explain the reasons for the steps in the process
- take appropriate action to observe equipment, materials and products for out of specification results, make adjustments and identify problems to be reported.

Consistent performance should be demonstrated. For example, look to see that:

- production quality and output standards are met consistently
- problems are anticipated from process observations
- problems are efficiently resolved
- the process runs consistently and smoothly.

Assessment method and context

Assessment will occur on an industrial machine(s) equipment and will be undertaken in a work-like environment.

Competence in this unit may be assessed:

- on a processing plant, allowing for operation under all normal and a range of abnormal conditions
- in a situation allowing for the generation of evidence of the ability to respond to problems
 - by using a suitable simulation and/or a range of case studies/scenarios
 - through a combination of these techniques.

In all cases it is expected that practical assessment will be combined with targeted questioning to assess the underpinning knowledge and theoretical assessment will be combined with appropriate practical/simulation or similar assessment. Assessors need to be aware of any cultural issues that may affect responses to questions.

Assessment processes and techniques must be culturally appropriate and appropriate to the oracy, language and literacy capacity of the assessee and the work being performed.

Specific resources for assessment

This section should be read in conjunction with the Range Statement for this unit of competency. Resources required include suitable access to an operating plant or equipment that allows for appropriate and realistic simulation. A bank of case studies/scenarios and questions will also be required to the extent that they form part of the assessment method. Questioning may take place either in the workplace, or in an adjacent, quiet facility such as an office or lunchroom. No other special resources are required. Access must be provided to appropriate learning and/or assessment support when required. Where applicable, physical resources should include equipment modified for people with disabilities.

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. Add any 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. Where reference is made to industry codes of practice, and/or Australian/international standards, the latest version must be used.

Context

This competency applies to advanced operators demonstrating some relevant theoretical knowledge and using a range of well developed skills requiring some discretion and judgement.

Procedures

All operations are performed in accordance with procedures.

Procedures means all relevant workplace procedures, work instructions, temporary instructions and relevant industry and government codes and standards.

Tools and equipment

This competency includes use of equipment and tools such as:

- process equipment and its major components
- hand tools used in the process
- material loading equipment used for loading of raw materials
- relevant personal protective equipment.

Hazards

Typical hazards include:

- spills
- dusts/vapours
- slips, trips and falls
- temperature
- hazardous materials
- manual handling hazards
- equipment operations.

Problems

'Anticipate and solve problems' means resolve a wide range of routine and non-routine problems, using product and process knowledge to develop solutions to problems which do not have a known solution/a solution recorded in the procedures.

Typical process and product problems may include:

- routine and non-routine product faults
- machine malfunction
- mould/tooling/ die problems
- variations in materials and/or contamination of materials
- processing problems.

Variables

Key variables to be monitored include:

- temperatures
- speed
- pressures
- colour
- cycle time/process timing
- output rate
- product weight
- product integrity and general conformance to specification/sample.
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Unit Sector(s)

Not applicable.