



Australian Government

PMC561072 Store materials for production

Release: 1

PMC561072 Store materials for production

Modification History

Release 1. Supersedes and is equivalent to PMC561072C Store materials for production

Application

This unit of competency covers the skills and knowledge required to store and maintain quantities of production materials.

This unit of competency applies to operators who are required to transfer and store materials, check quantities and quality of materials, check equipment and identify and take action on problems.

This unit of competency applies to an individual working alone or as part of a team or group and working in liaison with other shift team members, team leader and supervisor, as appropriate.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Support

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

1	Store materials	1.1	Check quantity, quality and transfer of materials
		1.2	Store materials safely in designated locations
		1.3	Transfer materials using appropriate equipment

- according to enterprise requirements and using good work health and safety (WHS) procedures
- 1.4 Complete all necessary documentation/records
- 2 **Monitor material in storage**
- 2.1 Check and maintain supplies of materials
- 2.2 Check physical and chemical state of stored materials
- 2.3 Check equipment used to keep stored materials in required state
- 2.4 Take action required by procedures to keep required level and quality of stored materials
- 3 **Check stored materials**
- 3.1 Sample materials as required
- 3.2 Check quality of materials as required
- 3.3 Visually check that bins/hoppers/tanks are free from contamination
- 3.4 Take actions required by procedures/work instructions
- 4 **Rectify routine problems**
- 4.1 Identify the range of faults that can occur during the operation
- 4.2 Determine and rectify fault causes in accordance with procedures/work instructions
- 4.3 Identify and rectify equipment failure causes in accordance with procedures/work instructions
- 4.4 Ensure appropriate records and log books of equipment operations are maintained to meet procedures/work instructions
- 4.5 Identify non-routine problems and report to designated person

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Regulatory framework The latest version of all legislation, regulations, industry codes of practice and Australian/international standards, or the version specified by the local regulatory authority, must be used.

Applicable legislation, regulations, standards and codes of practice include:

- health, safety and environmental (HSE) legislation, regulations and codes of practice relevant to the workplace, equipment and production processes and hazardous materials
- Australian/international standards relevant to the materials being used and products being made
- any relevant licence and certification requirements.

All operations to which this unit applies are subject to stringent HSE requirements, which may be imposed through state/territory or federal legislation, and these must not be compromised at any time. Where there is an apparent conflict between performance criteria and such requirements the legislative requirements take precedence.

Procedures All operations must be performed in accordance with relevant procedures.

Procedures are written, verbal, visual, computer-based or in some other form, and include one or any combination of:

- manufacturer's technical information
- job cards
- drawings
- emergency procedures
- work instructions
- standard operating procedures (SOPs)
- safe work method statements (SWMS)
- formulas/recipes
- batch sheets
- temporary instructions
- any similar instructions provided for the smooth running of the plant.

Problems Routine problems must be resolved by applying known solutions.

Routine problems are predictable and include one or more of:

- out-of-specification materials
- contamination of stored stock
- quality of received materials
- equipment failure.

Known solutions are drawn from one or more of:

- procedures
- training
- remembered experience.

Non-routine problems must be reported according to according to relevant procedures.

Tools and equipment

Tools and equipment include:

- mechanical and/or motorised equipment/vehicles used for handling and transfer of materials (e.g. front end loaders, rail/road vehicles)
- storage units/equipment (e.g. bunkers, silos, bins/hoppers, weigh bins, tanks and portable tanks)
- measuring devices (e.g. mechanical, computerised).

Hazards

Hazards must be identified and controlled. Identifying hazards requires consideration of:

- heat, smoke, dust, vapours or other atmospheric hazards
- weight, shape, volume of materials to be handled
- hazardous products and materials
- sharp edges, protrusions or obstructions
- slippery surfaces, spills or leaks
- electricity
- gas
- gases and liquids under pressure
- noise
- rotational equipment or vibration
- plant services (steam, condensate, cooling water, etc)
- structural hazards
- equipment failures

- machinery, equipment and product mass
- limited head spaces or overhangs
- working at heights
- working in restricted or confined spaces
- other hazards that might arise.

Records and reports Records include one or more of:

- log books/sheets
- electronic records
- job/work sheets
- other records used for the smooth running of the plant.

Reports include one or more of:

- paper or electronic-based logs and reports
- verbal/radio reports
- reporting items found which require action.

Unit Mapping Information

Release 1. Supersedes and is equivalent to PMC561072C Store materials for production

Links

MSA Training Package Implementation Guides - <http://mskills.org.au/training-packages/info/>