



Australian Government

PPMQAS210 Apply basic quality practices

Release: 1

PPMQAS210 Apply basic quality practices

Modification History

Release	Comment
1	Replaces equivalent unit FPPQAS210A Apply basic quality practices, which was first released with FPP10 Pulp and Paper Manufacturing Industry Training Package Version 1.0. This is the first release of this unit in the new standards format.

Application

This unit of competency describes the outcomes required to interpret, apply and monitor basic quality practices, in a pulp or paper manufacturing facility.

The unit applies to production operators and technicians who apply basic quality practices to products and conduct corrective action. This typically involves working in a facility with complex integrated equipment and continuous operations.

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

Pre-requisite Unit

Nil

Unit Sector

Pulp and Paper Manufacturing

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions.
1. Interpret quality standards and procedures	1.1. Identify quality standards, documentation and procedures relating to work health and safety (WHS) regulations, environmental procedures, standard operating procedures (SOP), and housekeeping requirements. 1.2. Follow quality standards for individual and teamwork.

ELEMENTS	PERFORMANCE CRITERIA
2. Monitor control points	2.1. Interpret production information, to maintain specified product quality based on inspections, set point values and/or testing. 2.2. Prioritise the need for corrective action based on potential risk or loss or damage.
3. Conduct corrective action	3.1. Make adjustments to processes, rectify the problem or report to an authorised person in order to maintain specified product quality, according to SOP. 3.2. Identify out-of-standard performance and report within the organisation's communication system. 3.3. Treat non-conforming product according to SOP.
4. Report corrective action	4.1. Record accurately, routine inspections, variations in processes and test information, according to SOP. 4.2. Identify and report faulty equipment according to SOP.

Foundation Skills

This section describes those core and employment skills that are essential to performance and are not explicit in the performance criteria.

Numeracy skills to:	• apply knowledge of acceptable product values when analysing test results to identify instances of product non-compliance.
Oral communication skills to:	• ask questions and clarify quality processes with team members.
Reading skills to:	• read and interpret required documentation, procedures and reports related to quality procedures, plant manufacturing operating manuals, enterprise policies and procedures.
Writing skills to:	• complete workplace records accurately and legibly, using correct technical vocabulary.
Technology skills to:	• access, navigate and enter computer-based information to report on monitoring of basic quality practices.
Problem solving skills to:	• identify and action problems regarding implementing quality practices, within level of responsibility.

Range of Conditions

Not Applicable

Unit Mapping Information

FPPQAS210A Apply basic quality practices

Links

Companion Volume implementation guides are found in VETNet -
<https://vetnet.gov.au/Pages/TrainingPackages.aspx/Pages/Home.aspx>

Assessment Requirements for PPMQAS210 Apply basic quality practices

Modification History

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1	Replaces equivalent unit FPPQAS210A Apply basic quality practices, which was first released with FPP10 Pulp and Paper Manufacturing Industry Training Package Version 1.0. This is the first release of this unit in the new standards format. Assessment requirements now specify the performance and knowledge evidence, as well as assessment conditions for this unit of competency. These sections simplify and replace components used in the previous unit format, including 'Required Skills and Knowledge, Evidence Guide and Range Statement'.

Performance Evidence

A person demonstrating competency in this unit must satisfy all of the elements, performance criteria and foundation skills of this unit, and must be able to provide evidence that they can:

- apply and maintain basic quality practices, at least twice in line with required enterprise intervals, with both non-conforming processes and non-conforming product by:
- identifying own work role in implementing workplace quality procedures for product quality
- monitoring and interpreting information, in relation to process control points and inspections, to maintain product quality
- prioritising corrective action, based on potential risk or loss or damage if the required actions are not performed
- implementing corrective action to maintain product quality, including adjusting processes or reporting non-conforming performance or process
- using workplace communication system to report product performance, through written and verbal means.

Knowledge Evidence

A person competent in this unit must be able to demonstrate knowledge of:

- procedures related to own work role and quality, international quality standards, work health and safety (WHS) regulations, environmental procedures, SOP and housekeeping requirements
- plant manufacturing operating manuals, enterprise policies and procedures
- procedures to identify hazards and assess risks
- oil and chemical spills and disposal guidelines and plant isolation documentation

- basic problem-solving techniques related to quality procedures and consistent with level of responsibility
- procedures for inspections, set point values and/or testing used to maintain specified product quality
- steps to take in undertaking corrective actions to respond to defects in production or product quality
- communication mechanisms used in the workplace to report on quality processes.

Assessment Conditions

The following resources must be made available:

- access to the full range of equipment required to apply basic quality practices in a pulp or paper manufacturing facility
- documentation and procedures including SOP, quality procedures, environmental sustainability requirements/practices, plant manufacturing operating manuals, enterprise policies and procedures, test records and permit documents
- personal protective equipment suitable for applying basic quality practices
- template documents for recording system information and processes
- organisational workplace health and safety and standard operating procedures relevant to the job role
- relevant personnel for the purposes of communicating information

Competency is to be assessed in the workplace or in a productive environment that accurately reflects performance in a workplace.

Assessor requirements

Assessors must:

- hold the appropriate assessor competency standards as outlined in regulations; and
- be able to demonstrate vocational competencies at least to the level being assessed; and
- be able to demonstrate how they are continuing to develop their VET knowledge and skills as well as maintaining their industry currency and assessor competence.

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