



Australian Government

PPMQAS501 Evaluate production processes for regulatory and quality compliance

Release: 1

PPMQAS501 Evaluate production processes for regulatory and quality compliance

Modification History

Release	Comments
Release 1	This version released with PPM Pulp and Paper Manufacturing Training Package Version 3.0.

Application

This unit of competency describes the skills and knowledge required to monitor and evaluate the production processes and work practices of a pulp and/or paper manufacturing facility for compliance with regulatory and quality requirements, and to manage non-compliance.

The unit applies to leaders or managers who are responsible for ensuring production operations and workplace practices comply with regulatory and quality requirements for the pulp and paper manufacturing industry.

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

Pre-requisite Unit

Nil

Unit Sector

Quality Assurance (QAS)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Monitor and evaluate production processes for compliance with regulatory requirements	1.1 Access and investigate current legislation, regulations and standards relevant to pulp and paper manufacturing 1.2 Establish risks, penalties and consequences of non-compliance with legislation, regulations and standards 1.3 Monitor and assess own work practices and those of others to

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	ensure compliance with legislation, regulations and standards 1.4 Review and evaluate workplace policies and procedures for effectiveness in complying with legislation, regulations and standards
2. Establish, implement and monitor quality system for production of pulp or paper	2.1 Establish quality practices and specifications for production of pulp or paper product 2.2 Identify hazards, assess risks, and determine critical control measures and corrective actions for production processes 2.3 Manage the development or continuous improvement of procedures for each identified control measure and corrective action to ensure optimum quality and minimise hazards and risks 2.4 Allocate responsibilities and instructions for carrying out procedures to staff and contractors 2.5 Provide staff and contractors with training on the quality standards policies and procedures in the area of responsibilities 2.6 Monitor production activities and product monitoring data for effectiveness of quality standards and procedures
3. Manage non-compliance	3.1 Identify non-compliance with regulatory or quality requirements through analysis of production and product monitoring data 3.2 Review non-conformance reports to identify contributing factors 3.3 Investigate, evaluate and record production deviations according to workplace requirements 3.4 Apply required control measures and corrective action 3.5 Report regulatory non-compliance according to regulatory requirements 3.6 Communicate corrective action response to relevant personnel and confirm accountabilities consistent with their level of responsibility

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
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Skill	Description
Learning	- Investigate, evaluate and apply information from a range of complex and technical texts to expand own knowledge and to identify legislative and regulatory information and standards that are likely to impact the organisation - Identify reliable sources of information from which to gather resources and information
Reading	Interpret unfamiliar and complex textual information from a range of sources to identify relevant and key information about compliance and industry standards
Writing	Write comprehensive yet clear procedures and instructions for carrying out procedures
Oral communication	Use clear and direct language to convey information and provide feedback

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
PPMQAS501 Evaluate production processes for regulatory and quality compliance	Not applicable	The unit has been created to address a skill or task required by industry that is not covered by an existing unit.	Newly created

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=12998f8d-d0ac-40bc-a69e-72a600d4fd93>

Assessment Requirements for PPMQAS501 Evaluate production processes for regulatory and quality compliance

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Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has effectively monitored and evaluated the production processes of pulp or papermaking that apply in own area of responsibility, to ensure compliance with legislation, regulations and quality standards on at least one occasion, including:

- reviewed workplace procedures and work practices for compliance with legal and regulatory requirements and industry standards
- conducted a risk and hazard identification audit and established critical control limits, measures and corrective actions
- analysed production activities and product monitoring data for effectiveness of quality standards and procedures
- identified and managed at least one non-compliance issue.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- legislation, regulations and standards relevant to the pulp and paper manufacturing industry and facilities, including:
 - workplace health and safety, including facility and high risk work licencing and permits
 - major hazards facilities
- industry quality standards and the organisation's quality management systems relevant to the production of pulp and paper, including:
 - environmental standards, including recycling and waste
 - product quality
 - sustainable fibre sourcing
 - sampling and testing standards

- process for conducting risk and hazard identification and determining critical control limits, measures and corrective actions
- processes used to monitor regulatory compliance and quality practices in work operations and procedures
- purpose and process used for conducting and documenting a deviation investigation
- methods used for training staff and contractors on policies and procedures
- processes used to address and report on non-compliance of regulatory and quality requirements.

Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:

- physical conditions:
 - skills must be demonstrated in a pulp and/or paper manufacturing facility or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - workplace recording system
- specifications:
 - legislation and regulations related to the production of pulp and paper
 - workplace quality system
 - workplace procedures relating to the pulp and paper manufacturing operations
- relationships:
 - staff and/or contractors.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

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