



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **UEPOPS305A Operate and Monitor Briquette Coal Cooling Plant**

**Release: 1**

## **UEPOPS305A Operate and Monitor Briquette Coal Cooling Plant**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Unit Descriptor 1)**

This unit deals with the skills and knowledge required for operations associated with the cooling of coal in the briquette manufacturing process.

### **Application of the Unit**

#### **Application of the Unit 3)**

This unit is intended to augment formally acquired competencies. It is suitable for employment-based programs under an approved contract of training.

#### **License to practise 3.1)**

The skills and knowledge described in this unit do not require a licence to practise in the workplace. However, practice in this unit is subject to regulations directly related to Occupational Health and Safety and where applicable contracts of training such as apprenticeships.

### **Licensing/Regulatory Information**

Not Applicable

## Pre-Requisites

**Prerequisite Unit(s)** 2)

**Competencies** 2.1)

Competency in this unit may be assessed concurrently with or only after the following competency has been acquired:

UTPUEG201A Comply with Occupational Health and Safety Policy and Procedures

## Employability Skills Information

Refer to the Evidence Guide

## Elements and Performance Criteria Pre-Content

5) 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 |                                      | PERFORMANCE CRITERIA |                                                                                                             |
|---------|--------------------------------------|----------------------|-------------------------------------------------------------------------------------------------------------|
| 1       | Plan and prepare plant for operation | 1.1                  | Safety issues are identified to comply with enterprise/site and legislative requirements                    |
|         |                                      | 1.2                  | Work, plant and resource requirements are identified from relevant personnel, information and documentation |
|         |                                      | 1.3                  | Quality assurance requirements are identified in accordance with enterprise/site requirements               |
|         |                                      | 1.4                  | Documentation to determine plant status is assessed and evaluated                                           |
|         |                                      | 1.5                  | Localised plant inspection and field preparation for service is carried out in accordance with              |

| ELEMENT                                  | PERFORMANCE CRITERIA                                                                                                                                            |
|------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                          | manufacturer and enterprise/site procedures                                                                                                                     |
|                                          | 1.6 Plant operational prerequisites are established in accordance with manufacturer and enterprise/site procedures                                              |
|                                          | 1.7 Sequence and plant requirements for operation of plant is determined to suit existing circumstances in accordance with enterprise/site requirements         |
|                                          | 1.8 The teams and individuals roles and responsibilities within the team are identified and, where required, assist in the provision of the on-the-job training |
|                                          | 1.9 Log and reporting requirements are carried out in accordance with site procedures                                                                           |
| 2 Operate and monitor coal cooling plant | 2.1 Plant is operated and shut down in accordance with enterprise and manufacturer operating procedures                                                         |
|                                          | 2.2 Plant is monitored and observed to detect deviations from normal operating conditions                                                                       |
|                                          | 2.3 Product quality is regularly monitored                                                                                                                      |
|                                          | 2.4 Corrective actions taken to rectify abnormalities, are in accordance with industry standards and site requirements                                          |
| 3 Test plant operation                   | 3.1 Tests are performed in accordance with defined procedures                                                                                                   |
|                                          | 3.2 Correct action is taken when response is not in accordance with documentation, plant integrity or personnel safety requirements                             |
|                                          | 3.3 Plant is returned to required operational status upon completion of test                                                                                    |
| 4 Identify plant faults                  | 4.1 Causes of abnormal plant operating conditions are identified by referring to technical and operational information in a logical and sequential manner       |
|                                          | 4.2 Corrective action taken is in accordance with                                                                                                               |

| ELEMENT                     | PERFORMANCE CRITERIA                                                                                                                                                         |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5 Monitor and inspect plant | enterprise/site procedures                                                                                                                                                   |
|                             | 4.3 Plant integrity and personnel safety is maintained through consultation with appropriate personnel, and with reference to plant, technical and operational documentation |
|                             | 5.1 Plant to be monitored/inspected is physically identified                                                                                                                 |
|                             | 5.2 Plant is monitored/inspected for normal operation or to detect deviations                                                                                                |
| 5 Monitor and inspect plant | 5.3 Corrective action taken is in accordance with enterprise/site procedures                                                                                                 |
|                             | 5.4 Supervisor and other appropriate personnel are notified when defects are detected                                                                                        |
| 6 Complete documentation    | 6.1 Documentation is updated and plant problems, movements, and abnormalities and status are reported and logged in accordance with enterprise/site procedures               |

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

6) This describes the essential skills and knowledge and their level, required for this unit.

Evidence shall show that knowledge has been acquired of operating and monitoring briquette coal cooling plants for a permit to work.

The extent of the Essential Knowledge and Associated Skills required follows:

Evidence shall show that knowledge has been acquired for safe working practices of:

- Relevant Occupational Health and Safety regulations
- Relevant statutory legislation
- Relevant enterprise/site safety procedures
- Enterprise/site emergency procedures and techniques

## REQUIRED SKILLS AND KNOWLEDGE

- Relevant plant and equipment, its location and operating parameters
- Plant status
- Environmental requirements
- Enterprise recording procedures
- Process control plans
- Fire suppression, explosion and fire alert procedures
- Disaster and emergency response plans
- Coal drying methods and relationship between cooling house operations and other functions
- Customer and supplier relationships
- Communication principles
- Control and monitoring systems
- Mechanics
- Lubrication and bearings
- Potential hazards and control measures
- Electric motors
- Safe operating principles

Specific skills needed to achieve the Performance Criteria:

- Apply relevant Occupational Health and Safety regulations
- Apply relevant statutory legislation
- Apply relevant enterprise/site safety procedures
- Apply enterprise/site emergency procedures and techniques
- Apply enterprise recording procedures
- Identify plant status
- Prepare plant/equipment for operation
- Operate briquetting cooling house plant and equipment
- Fire fighting
- Work at heights
- Applying hand and eye co-ordination
- Hazard recognition, assessment and control
- Apply enterprise testing techniques
- Identify and report abnormal plant operating conditions
- Plan and prioritise work

**REQUIRED SKILLS AND KNOWLEDGE**

- Use relevant hand tools
- Communicate effectively
- Apply basic recording techniques using standard operating procedures
- Operate in a supervised team environment

## Evidence Guide

### EVIDENCE GUIDE

8) This provides essential advice for assessment of the unit of competency and must be read in conjunction with the Performance Criteria and the Range Statement of the unit and the Training Package Assessment Guidelines.

The Evidence Guide forms an integral part of this Competency Standard Unit and shall be used in conjunction with all components parts of this unit and, performed in accordance with the Assessment Guidelines of this Training Package.

#### Overview of Assessment

##### 8.1)

Longitude competency development approaches to assessment, such as Profiling, require data to be reliably gathered in a form that can be consistently interpreted over time. This approach is best utilised in Apprenticeship programs and reduces assessment intervention. It is the Industry's preferred model for apprenticeships. However, where summative (or final) assessment is used it is to include the application of the competency in the normal work environment or, at a minimum, the application of the competency in a realistically simulated work environment. It is recognised that, in some circumstances, assessment in part or full can occur outside the workplace. However, it must be in accord with Industry and, Regulatory policy in this regard.

Methods chosen for a particular assessment will be influenced by various factors. These include the extent of the assessment, the most effective locations for the assessment activities to take place, access to physical resources, additional safety measures that may be required and the critical nature of the competencies being assessed.

The critical safety nature of working with electricity, electrical equipment, gas or any other hazardous substance/material carries risk in deeming a person competent. Hence, sources of evidence need to be 'rich' in nature so as to minimise error in judgment.

Activities associated with normal every day work have a bearing on the decision as to how much and how detailed the data gathered will contribute to its 'richness'. Some skills are more critical to safety and operational requirements while the same skills may be more or less frequently practised. These points are raised for the assessors to consider when choosing an assessment method and developing assessment instruments.

Sample assessment instruments are included for Assessors in the Assessment Guidelines of this Training Package.

**Critical aspects of evidence required to demonstrate competency in this unit**

**8.2)**

Before the critical aspects of evidence are considered all prerequisites shall be met.

Evidence for competence in this unit shall be considered holistically. Each element and associated Performance Criteria shall be demonstrated on at least two occasions in accordance with the "Assessment Guidelines - UEP06". Evidence shall also comprise:

- A representative body of Performance Criteria demonstrated within the timeframes typically expected of the discipline, work function and industrial environment. In particular this shall incorporate evidence that shows a candidate is able to:

- Implement OH&S workplace procedures and practices including the use of risk control measures as specified in the Performance Criteria and Range Statement
- Apply sustainable energy principles and practices as specified in the Performance Criteria and Range Statement
- Demonstrate an understanding of the essential knowledge and associated skills as described in 6) Essential Knowledge and Associated Skills of this unit
- Demonstrate an appropriate level of skills enabling employment
- Conduct work observing the relevant Anti Discrimination legislation, regulations, policies and workplace procedures
- Demonstrated performance across a representative range of contexts from the prescribed items below:
  - Knowledge and application of relevant sections of: Occupational Health and Safety legislation; Statutory legislation; Enterprise/site safety procedures; Enterprise/site emergency procedures
  - Preparation and planning of work
  - Start up and shut down procedures
  - Maintaining plant in service
  - Operationally testing plant
  - Assessing plant and production conditions
  - Maintaining coal flow appropriate to operating conditions
  - Detection and reporting of plant faults
  - Monitoring plant operation
  - Dealing with an unplanned event by drawing on essential knowledge and skills to provide appropriate solutions incorporated in the holistic assessment with the above listed items.

**Context of and specific resources for assessment**

**8.3)**

This unit should be assessed as it relates to normal work practice using procedures, information and resources typical of a workplace. This should include:

- OHS policy and work procedures and instructions.
- Suitable work environment, facilities, equipment and materials to undertake actual work as prescribed by this unit.

Competency Standards should be assessed in the workplace or simulated workplace and under the normal range of workplace conditions.

Assessment of this unit will be supported with documentary evidence, by means of endorsement stating type and application of work.

In addition to the resources listed above in Context of assessment', evidence should show competency working, in limited spaces, with different types of plant and equipment as well as different structural/construction types and methods and in a variety of environments.

#### **Method of assessment**

#### **8.4)**

This unit shall be assessed by methods given in Volume 1, Part 3 Assessment Guidelines.

Note: Competent performance with inherent safe working practices is expected in the Industry to which this unit applies. This requires that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit.

#### **Concurrent assessment and relationship with other units**

#### **8.5)**

There are no recommended concurrent assessments with this unit, however in some cases efficiencies may be gained in terms of learning and assessment effort being concurrently managed with allied competency standard units where listed.

Nil

#### **Key competencies**

#### **8.6)**

Evidence that particular key competencies have been achieved within this unit is in the context of the following Performance Criteria of evidence. See Volume 2, Part 4 for an explanation of Key competencies and levels of this Training Package.

| <b>Key competencies</b>                    | <b>Example of Application</b>                                                                     | <b>Performance Level</b> |
|--------------------------------------------|---------------------------------------------------------------------------------------------------|--------------------------|
| How are ideas and information communicated | Refer to the following example of application:<br>Explain ideas and actions, make suggestions for | 2                        |

|                                                           |                                                                                                                                                                                                        |   |
|-----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| within this competency?                                   | alternative actions and deal with contingencies and non-routine situations.                                                                                                                            |   |
| How can information be collected, analysed and organised? | Refer to the following example of application:<br><br>Information with regard to operations, faults and maintenance may be observed and monitored for analysis and organised into records and reports. | 2 |
| How are activities planned and organised?                 | Refer to the following example of application:<br><br>Planning the required activity, to include co-ordination and use of equipment, materials and tools to avoid backtracking and rework.             | 1 |
| How is team work used within this competency?             | Refer to the following example of application:<br><br>Share tasks and provide appropriate support to other team members in completion of work tasks to meet the team's goals.                          | 2 |
| How are mathematical ideas and techniques used?           | Refer to the following example of application:<br><br>Calculation of time to complete tasks, estimation of distances, levels, loads and material requirements.                                         | 1 |
| How are problem solving skills applied?                   | Refer to the following example of application:<br><br>Determine solutions which focus on long and short-term resolution of work task problems.                                                         | 2 |
| How is use of technology applied?                         | Refer to the following example of application:<br><br>Access, communicate, measure and record information with regard to operations and performance of plant and equipment.                            | 1 |

**Skills Enabling Employment****8.7)**

Evidence that competency in this unit incorporates skills enabling employment is in the context of the following performance. See Volume 2, Part 5 for definitions and an explanation of skills enabling employment.

| <b>Skills for Employment</b> |                                                                  | <b>Example of Application</b>                                                                                                                                 |
|------------------------------|------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1                            | Developing and using skills within a real workplace              | Refer to the following example of application:<br><br>Completion of tasks within an acceptable timeframe and performance with some supervision.               |
| 2                            | Learning to learn in the workplace                               | Refer to the following example of application:<br><br>Comprehension and application of theoretical knowledge to well-developed skills.                        |
| 3                            | Reflecting on the outcome and process of work task               | Refer to the following example of application:<br><br>Focused on improvement in own and other team member's performance in the workplace.                     |
| 4                            | Interacting and understanding of the context of the work task    | Refer to the following example of application:<br><br>Working understanding of the processes and systems which apply to the workplace.                        |
| 5                            | Planning and organising the meaningful work task                 | Refer to the following example of application:<br><br>Achieving work tasks in a timely manner and ensuring that the work team achieves its stated work goals. |
| 6                            | Performing the work task in non-routine or contingent situations | Refer to the following example of application:<br><br>Seek advice and apply solutions to problems relevant to the workplace environment.                      |

## Range Statement

### RANGE STATEMENT

7) This relates to the unit of competency as a whole providing the range of contexts and conditions to which the Performance Criteria apply. It allows for different work environments and situations that will affect performance.

Systems, plant and/or equipment may include the number of briquetting presses, steam, water and press oil systems, the number of coal driers and louvres operating, coal types, operating condition of plant, weather conditions, humidity level, bearings, electrical motors, valves, conveyors, motors, hydraulic systems, pumps, storage bunkers and associated equipment, trippers, valves and actuators (electric, hydraulic and pneumatic), lubricating and oil conditioning systems, fire services system, dust suppression system, alarms, protection and control equipment.

Safety standards may include relevant sections of Occupational Health and Safety legislation, enterprise safety rules, relevant state and federal legislation and national standards for plant.

Information and documentation sources may include verbal or written communications; enterprise safety rules documentation/forms; equipment and alarm manuals; dedicated computer equipment; enterprise/site standing and operating instructions; enterprise/site log books; equipment manufacturer operation and maintenance manuals.

Technical and operational indicators may include stimuli (audio, smell, touch, visual), remote or local indicators and recorders, computers and alarms (visible and or audible).

Communications may be by means of telephone, two way radio, pager, public address system, computer and operating log (written or verbal).

Tests may include alarm and protection tests, performance tests, stand-by plant tests and post maintenance operating tests.

Appropriate personnel to consult, give or receive direction may include supervisor/team leader or equivalent, technical and engineering officers or equivalent, maintenance staff, contractor personnel, other production staff and plant operators.

Test, fault finding and operating tools may include hand tools and basic testing equipment.

Operating environment may be during inclement or otherwise harsh weather conditions, in wet/noisy/dusty/hot areas or during night periods.

Faults and abnormal operating conditions may include motor/pump/ actuator/valve failure/malfunctions, control equipment failure/malfunctions, loss of electrical supply to plant and equipment, loss of conveyor(s)/restricted availability, loss or contamination of or restricted availability due to variances in quality raw brown coal

**RANGE STATEMENT**

or operating conditions.

Generic terms are used throughout this Training Package for vocational standard shall be regarded as part of the Range Statement in which competency is demonstrated. The definition of these and other terms are given in Volume 2, Part 1.

**Unit Sector(s)**

Not Applicable

**Literacy and numeracy skills****Literacy and numeracy skills** 2.2)

Participants are best equipped to achieve this unit if they have reading, writing and maths skills indicated by the following scales. Description of each scale is given in Volume 2, Part 3 Literacy and Numeracy

|         |   |         |   |       |   |
|---------|---|---------|---|-------|---|
| Reading | 3 | Writing | 3 | Maths | 3 |
|---------|---|---------|---|-------|---|

**Competency Field****Competency Field** 4)

Operations.