

Modification history

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

PPMPLN420	Implement production plan
Application	<p>This unit of competency describes the skills and knowledge required to plan, implement and report on the pulp and paper manufacturing operational work activities of the organisation's production plan.</p> <p>The unit applies to senior operators and production team leaders who plan and implement the operational work activities for a pulp or paper manufacturing facility.</p> <p>No licensing, legislative or certification requirements apply to this unit at the time of publication.</p>
Prerequisite Unit	Nil
Unit Sector	Plan and organising (PLN)

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. Identify operational work requirements	1.1 Identify and confirm operational work requirements from production plan 1.2 Analyse schedule and specifications for product quantity and quality 1.3 Confirm capacity of operation system and operators 1.4 Identify team, resources and materials supply requirements according to production requirements and schedule
2. Prepare work plan	2.1 Develop work plan according to operational work requirements, schedule and specifications 2.2 Identify, define and sequence operational work activities and completion for each activity 2.3 Determine quality control points and measures and contingencies to address problems or variations with production, quality and system. 2.4 Identify safety hazards and determine risk control measures 2.5 Identify and allocate team and individual tasks and responsibilities according to work plan and workplace procedures
3. Implement and monitor work	3.1 Communicate work plan tasks and responsibilities, work health and safety and environmental requirements and operating procedures to team members 3.2 Provide training or assist personnel to meet their responsibilities 3.3 Implement and monitor operational work against work plan and schedule 3.4 Troubleshoot and respond to out of specification production flow and unplanned shut down 3.4 Coordinate systemic variations to work plan to ensure production meets schedule and specifications
4. Record, evaluate and communicate production outcomes	4.1 Record production data and information according to workplace requirements 4.2 Report problems or variations with production, quality and system to relevant personnel 4.3 Evaluate production activities and outcomes to determine effectiveness of work plan 4.4 Identify any issues and opportunities for continuous improvement for future work processes 4.5 Communicate product work feedback and improvement strategies to team and relevant personnel

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Foundation Skills	
<i>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.</i>	
Skill	Description
Reading	<ul style="list-style-type: none"> Interpret and analyse production plan and specifications for operational work activities
Writing	<ul style="list-style-type: none"> Develop clear, detailed and logically structured plans and reports
Oral communication	<ul style="list-style-type: none"> Provide clear unambiguous information about work plan and constructive feedback to team members
Numeracy	<ul style="list-style-type: none"> Calculate required resources and timelines for a period of time

Unit Mapping Information			
Code and title current version	Code and title previous version	Comments	Equivalence status
PPMPLN4XX Implement production plan	FPPPLN420 Plan a complex activity	Changes to unit title, elements, performance criteria, foundation skills, performance and knowledge evidence. Assessment conditions updated.	Not equivalent

Links	Companion Volumes, including Implementation Guides, are available at VETNet: https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b75f4b23-54c9-4cc9-a5db-d3502d154103
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TITLE	Assessment requirements for PPMPLN4XX Implement production plan
Performance Evidence	
<p>An individual demonstrating competency in this unit must satisfy all of the elements and performance criteria of this unit.</p> <p>There must evidence that the individual has planned, implemented and monitored at least two operational work requirements according to organisation production plan, including for each work requirement:</p> <ul style="list-style-type: none"> • documented a work plan that: <ul style="list-style-type: none"> • identifies the scope of the operational work • provides a break down, schedule and timelines for work activities for team and individual team members • identifies quality control points and contingencies to address potential problems • identifies safety hazards and risk control measures to address hazards • communicated clear instructions, and assisted team members to achieve work requirements against work plan • applied the appropriate action to rectify system and quality problems • evaluated the work plan against completed work and identified at least one improvement for future work processes • completed accurate details records for the production work. 	
Knowledge Evidence	
<p>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:</p> <ul style="list-style-type: none"> • purpose and components of the organisational production plan • purpose, components and processes to develop, implement and monitor a work plan to achieve performance, quality and time requirements • workplace quality standards and procedures, including setting control points and measures • workplace and legislative health and safety requirements and risk measures relevant to operational work, including risk and hazard identification, emergency procedures, handling chemical and hazardous substances, high risk load shifting, licensing requirements, plant clearance and permit systems • relevant workplace and legislative environmental sustainability requirements and practices for operational, including workplace biotechnological applications and processes • troubleshooting and problem-solving techniques relevant to operational work • techniques and processes used to evaluate effectiveness of work plan for continuous improvement • workplace reporting and reporting procedures relevant to operational work. 	
Assessment Conditions	
<p>Assessment of skills in this unit of competency must take place under the following conditions:</p> <ul style="list-style-type: none"> • physical conditions: <ul style="list-style-type: none"> • skills must be demonstrated in a pulp or paper manufacturing facility or an environment that accurately represents workplace conditions • resources, equipment and materials: <ul style="list-style-type: none"> • system and equipment relevant to operational work • software applications/workplace docuemntation for developing plans and reports • specifications: <ul style="list-style-type: none"> • workplace and standard operating procedures relating to operational work including health and safety, environmental, risks and hazards identification, plant isolation and quality requirements • relationships: <ul style="list-style-type: none"> • relevant personnel for the purposes of communicating information. <p>Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.</p>	

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