

# **Case for endorsement PPM Pulp and Paper Manufacturing Training Package Version 2.0**

**Submitted by Skills Impact  
on behalf of  
Pulp and Paper Manufacturing  
Industry Reference Committee**

**3 September, 2018**

# Contents

<b>A. Administrative details.....</b>	<b>3</b>
<b>B. Description of work and request for approval.....</b>	<b>4</b>
<b>C. Evidence of Industry support.....</b>	<b>5</b>
<b>D. Industry expectations about training delivery.....</b>	<b>7</b>
<b>E. Implementation of the training package components.....</b>	<b>8</b>
<b>F. Quality assurance reports.....</b>	<b>10</b>
<b>G. Implementation of COAG Industry Skills Council reforms to training packages.....</b>	<b>11</b>
<b>H. Evidence of completion.....</b>	<b>12</b>
<b>I. IRC support.....</b>	<b>13</b>
<b>Appendix 1: Components for endorsement.....</b>	<b>14</b>
<b>Appendix 2: Industry support.....</b>	<b>20</b>
<b>Appendix 3: Quality assurance report.....</b>	<b>21</b>

## **A. Administrative details**

This section provides an overview of the relevant organisations, the case for change and training package components for endorsement.

### **Industry Reference Committee submitting the Case for Endorsement**

This submission is made by the following Industry Reference Committee (IRC):

- Pulp and Paper Manufacturing.

### **Skills Service Organisation supporting the submission**

Skills Impact Ltd is the Skills Service Organisation (SSO) supporting these submissions.

### **Components submitted for approval**

The components submitted for approval are:

- 40 Units of Competency that have been reviewed and revised
- 10 skill sets for specialist operators (non-endorsed components).

### **Case for Change details**

The Case for Change Skills Impact/TPD/2017-18/002 was approved on 1 August 2017. The requirements set by the Australian Industry and Skills Committee (AISC) in relation to the training package development work are:

- Review 40 Units of competency at AQF level 2, 3 and 4 in pulp and papermaking operations to update specific skills and aspects with the current workplace health and safety requirements
- Develop 10 skill sets for specialist operators.

## B. Description of work and request for approval

This section describes the work undertaken and the decision being sought from the AISC.

### Work undertaken and why

This project has undertaken the following work on the PPM Pulp and Paper Manufacturing Training Package:

#### **Review and improvement of 40 units of competency to update specific skills and knowledge with current workplace health and safety requirements, including major hazard facilities**

At the initial Technical Advisory Committee (TAC) teleconference, the TAC considered the current skills and knowledge evidence relating to work and health and safety. It was agreed that to ensure learning and assessment in workplace health and safety aspects within each unit is consistent and thorough, the knowledge evidence for each unit should be revised to include concurred aspects and should include Major Hazard Facility requirements where applicable. An agreed list of workplace health and safety aspects has been included in each of the 40 units covered by this project.

#### **Development of 10 skill sets for specialist operators**

This project has developed 10 skill sets for specialised operators in the PPM Pulp and Paper Manufacturing Training Package.

#### **Review of High Risk Work activities**

As part of the review of the workplace health and safety aspects of the 40 units of competency, the Technical Advisory Committee requested consideration of how High Risk Work Licences align to units and work functions in the PPM Training Package. As a result, the project considered the replacement of 4 PPM Units of Competency relating to boiler operations with the boiler HRWL units from the MSM Training Package.

However, consultation revealed that at least one industry stakeholder is currently using an unattended boiler, equipment that is not covered by the MSM licence units. It was agreed to retain the PPM Boiler units and modify the Licensing Statement to clearly state that where the equipment being used required a High Risk Work Licence, that the appropriate unit (MSM Boiler Licence) should be used.

It was also agreed to import the MSM boiler licence units into the PPM qualifications to sit alongside the PPM boiler units in the elective banks, to again clearly point the user to the appropriate units, based on the equipment being used.

#### **Revision of qualification packaging rules and elective banks**

As a result of the above consideration of boiler operations, 6 PPM qualifications have been revised to include the MSM boiler units into the elective banks as imported units. The qualification packaging rules relating to choosing electives based on boiler operations have been amended slightly to allow the user to choose the appropriate unit based on the type of equipment being used. As per the Training Package Products Policy, these additional electives and clarifying text in the qualifications have no impact on the vocational / job outcome of the qualifications, hence meeting the requirements of a minor change not requiring a code change or endorsement process.

#### **Decision being sought**

This submission puts forward the Case for Endorsement for the proposed components of the *PPM Pulp and Paper Manufacturing Industry Training Package Version 2*

The draft components submitted for endorsement by the AISC are:

- 40 Reviewed Units of Competency
- 10 new Skill Sets (non-endorsed components).

The proposed Training Package components are listed in **Appendix 1: Components for Endorsement**.

## C. Evidence of Industry support

This section provides evidence that the *PPM Pulp and Paper Manufacturing Training Package* is supported by industry.

### Support by IRC

The Pulp and Paper Manufacturing IRC is responsible for the *PPM Pulp and Paper Manufacturing Training Package*. IRC members supported the TAC's recommendation to put forward the proposed training package products to the AISC for endorsement. Please refer to **Section I. IRC support** for written evidence of support.

### Consultation with stakeholders

The project convened a Technical Advisory Committee, which guided, contributed to and supported the outcomes of the project.

It should be noted that the PPM IRC was constituted and inducted in November 2017. This project came from the interim IRC and membership had changed. An initial meeting assisted to clarify the project and its objectives.

The project objectives included:

- Identify skills and knowledge required relevant to the unit of competence that will need to be included in the event that the workplace and the learner are interacting with a Major Hazard Facility.
- Include statements regarding these identified skills and knowledge in such a way as to be inclusive of sites that are not Major Hazard Facilities.
- Identify the units of competence that require the learner to interact/operate with plant that are deemed to be high risk under the regulations and to include licensing requirement statements.
- Identify and specify knowledge and skills required for learners to participate in roles that include the use of dangerous goods and hazardous chemicals.
- Identify and specify the skills and knowledge required in regards to lock out, tag out, plant clearance, the use of permit systems and the correct use of PPE.
- Identify the units of competence within the training package that directly relate to the operation of high risk plant and equipment, delete these units and replace them with the relevant high risk licencing units.
- Development of 10 skill sets (non-endorsed components).

The pulp and paper industry in Australia is made up of a relatively small number of companies, each with multiple sites across states, and with high numbers of employees.

The Industry Reference Committee both nominated and invited industry safety and training experts to form a Technical Advisory Committee for the project. The members of the Technical Advisory Committee (TAC) are shown in the table below:

Australian Paper	Kaye Tyter
Federation Training (nominated by Australian Paper)	Adam Wookey
Construction, Forestry, Maritime, Mining and Energy Union (CFMMEU)	Denise Campbell-Burns
Kimberly-Clark Australia	John Harrington and Melissa Liddle
Australian Paper	Peter Guy
Asaleo Care	Geoff Gasperotti
Norske Skog	Roger Hare
Visy	Robert Moore

The consultation and validation methodology included the following processes:

- An initial TAC teleconference to clarify and further develop the project objectives (see above)
- Phone calls with TAC members to discuss and seek guidance regarding aspects of the project throughout
- Email questions and consultation including information gathering about Major Hazard Facilities and safety requirements at manufacturing sites
- Two comprehensive surveys gathering advice on boiler operations, workplace health and safety aspects, and skill set composition
- Project updates were provided to the Industry Reference Committee (IRC)
- Each month during the project period, articles and updates were included in both the Forestworks and Skills Impact newsletters
- A comprehensive project page on the Skills Impact website was maintained that outlines the stages of the project and hosts the drafts for consultation and validation. The project page remained on the website throughout the project. Visitors were invited to register their interest in the project.
- Broad industry consultation took place between 4 May and 22 May 2018 when the training package components were made available on the Skills Impact website. Stakeholders provided feedback via online questionnaires, emails and telephone calls. Further industry consultation was held between 30 May and 22 June to validate the final components.
- A TAC validation teleconference to confirm proposed changes to the PPM Pulp and Paper Manufacturing Training Package

**Appendix 2** provides industry support for the project objectives and outcomes.

## **State/Territory and key stakeholder engagement**

Direct emails, with directions to the comprehensive project page on the Skills Impact website were sent to the following key stakeholders:

- Training providers with PPM Pulp and Paper Manufacturing Training Package on scope
- Industry associations including:
  - Australasian Pulp and Paper Industry Technical Association
  - Australian Forest Products Association
  - Packaging Council of Australia.

## **Alternative approaches**

The notable area here was the considered replacement of the PPM Boiler units with the MSM Boiler licence units. However, consultation revealed that at least one industry stakeholder is using an unattended boiler, which is not covered by the MSM licence units. It was agreed to still import the MSM boiler units into 6 of the 7 PPM qualifications as an elective, but retain the PPM boiler units, that have been modified to direct a user to the appropriate unit based on the type of boiler being used.

## **Reports by exception**

There are no reports by exception.

## D. Industry expectations about training delivery

This section explains the advice provided in the Companion Volume Implementation Guide for the *PPM Pulp and Paper Manufacturing Training Package 2.0*, together with recommendations for delivery of qualifications as traineeships/apprenticeships.

### Companion Volume Implementation Guide

The companion volume details information that covers key industry expectations about:

- qualifications suitable for vocational education and training delivered to secondary students
- qualifications suitable for delivery as apprenticeships or traineeships
- amount of training/volume of learning requirements to ensure that the individual can gain the necessary skills and knowledge
- key legislative requirements
- essential knowledge requirements.

## E. Implementation of the training package components

This section explains how the training package meets occupational and/or licensing requirements and identifies particular implementation issues and strategies to manage these issues.

### How training package components meet occupational and/or licensing requirements

In the Pulp and Paper manufacturing industry, licensing requirements are found in the areas of:

- Boiler Operations – as described previously, this project investigated the replacement of PPM Boiler units with MSM boiler units that are required for HRWL (High Risk Work Licences). As a result of this, the MSM Boiler Units have been imported into 6 qualifications. The PPM boiler units have been maintained to meet the needs of those PPM sites using unattended boilers and clarifying text has been included in the qualifications to select appropriate units according to the type of equipment used. Qualification updates have been actioned as a minor upgrade.
- Turbine Operations – Turbine operations are subject to High Risk Work Licensing (HRWL). The type of turbine equipment used in industry sites generally does not come under the HRWL. The relevant PPM units of competency direct the user to the HRWL unit of competency where required.
- Other licensing requirements are found in the area of load shifting, where operators may be required to hold High Risk Work Licences. Examples are mobile forklift and crane operation. The appropriate units have either been imported into the *PPM Pulp and Paper Manufacturing Training Package* or are accessible through the qualification packaging rules.

Organisations delivering training must determine the applicable State and Territory licensing requirements associated with the equipment being used. Where applicable, individual units of competency outline any licensing and/or regulatory implications.

### Implementation issues and management strategies

The range of stakeholder organisations and individuals consulted during this development work, was broad and inclusive, and as such will ensure that the revised components can be implemented in a range of settings across pulping and papermaking operations.

For pulp and paper manufacturing, the majority of training and assessment is undertaken in the workplace by specialist industry trainers and registered training organisations (RTOs). Industry expects that competency is assessed in the workplace and in line with standard work practices, safety and environmental considerations.

Pulp and paper manufacturing sites are large, specialised and unique, and many are not located in capital cities. An acknowledged challenge for the industry is having RTOs who are able to deliver effectively to the industry flexibly and on site.

The model of workplace based training with assessment auspiced by an RTO is very onerous for industry enterprises with having to maintain and develop compliant documentation, and having experienced operators needing to gain or maintain a TAE Certificate IV in Training and Assessment and/or Assessor Skill Set (given their primary focus is as operators).

There is anecdotal evidence that there are significant levels of informal training using the PPM Training Package. The Pulp and Paper IRC is currently undertaking a formal survey to gather information about the formal and informal use of the PPM Pulp and Paper Manufacturing Training Package.

Factors contributing to the declining uptake of formal specialised training in the industry include the reduction of government funding programs for training, the embargo for third-party delivery arrangements and the availability of only two registered training organisations nationally with PPM qualifications on scope.

Safety is critical in this sector and the focus of this project and the active engagement from industry is an indicator that the industry is seeking to implement the outcomes of the project in their workplaces.



Further implementation advice

There is no further implementation advice.

## F. Quality assurance reports

Skills Impact declares that the proposed components of the *PPM Pulp and Paper Manufacturing Training Package Version 2.0* meet the requirements of the *Standards for Training Packages 2012* and the *Training Package Development and Endorsement Process Policy*.

The table provides a statement of evidence that the components meet the Training Package Quality Principles.

Principle	Evidenced by:
1. Reflect identified workforce outcomes	<ul style="list-style-type: none"> <li>Changes demonstrate a clear link back to relevant AISC decisions commissioning the work and the Case for Change</li> <li>Training package components are compliant with the Standards for Training Packages 2012, the Training Package Products Policy and the Training Package Development and Endorsement Process Policy</li> <li>Open and inclusive consultation and validation commensurate with scope and impact has been conducted.</li> </ul>
2. Support portability of skills and competencies including reflecting licensing and regulatory requirements	<ul style="list-style-type: none"> <li>Identification of skill sets that respond to client needs</li> <li>Solutions to incorporate licensing and regulatory requirements are brokered and there is clear evidence of support from licensing and industry regulatory bodies</li> </ul>
3. Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry	<ul style="list-style-type: none"> <li>Active engagement across industry has sought to achieve a national consensus about the advice being provided to the AISC.</li> <li>Best use is made of cross-industry and work and participation bank units</li> </ul>
4. Be flexible to meet the diversity of individual and employer needs, including the capacity to adapt to changing job roles and workplaces	<ul style="list-style-type: none"> <li>Provide multiple entry and exit points</li> <li>There are no pre-requisites in the units of competency</li> </ul>
5. Facilitate recognition of an individual's skills and knowledge and support movement between the school, vocational education and higher education sectors	<ul style="list-style-type: none"> <li>Not applicable</li> </ul>
6. Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements	<ul style="list-style-type: none"> <li>Industry advice about delivery is provided via a Companion Volume Implementation Guide ready for publication at the same time as the Training Package</li> <li>Units of competency and their associated assessment requirements are clearly written and have consistent breadth and depth</li> <li>Compliance with the TGA/National Register requirements for publication</li> <li>Implementation advice is provided in a Companion Volume Implementation Guide that is ready for publication at the same time as the Training Package</li> </ul>

The declaration and statement of evidence is confirmed by the independent Quality Report, which is provided in Appendix **3: Quality Report**.

The *PPM Pulp and Paper Manufacturing Training Package Companion Volume Implementation Guide* has been quality assured through Skills Impact's quality processes and is available.

## G. Implementation of COAG Industry Skills Council reforms to training packages

The decision being sought from the AISC would support the COAG Industry and Skills Council reforms to training packages. Completion of training package development work, together with extensive consultation with relevant stakeholders, confirms that the submission:

- Does not duplicate existing qualifications or units of competency
- Meets industry expectations of training delivery
- Enables individuals to upskill and move easily from one related occupation to another
- Allows access to skill sets for the first time.

## H. Evidence of completion

Skills Impact confirms that the proposed components of the *PPM Pulp and Paper Manufacturing Training Package* have been completed according to the work assigned by the AISC in the Case for Change and the subsequent Activity Order.

The developed training package components are listed in **Appendix 1: Components for Endorsement**. Full copies of the listed training package components are provided with this Case for Endorsement.

### **Evidence that training package component(s) are prepared for publication.**

The Quality Report provides confirmation that the draft components meet the *Standards for Training Packages 2012*.

All components have been created to comply with the National Register requirements for publication. The **Mapping Summary** and **Training Package Modification History** provided in **Appendix 1 Components for endorsement** provide details of the changes to the training package components that are required to allow them to be published on the National Register.

## I. IRC support

The Pulp and Paper Manufacturing Industry Reference Committee supports the submission of the training package components detailed in this Case for Endorsement.

Signed for and on behalf of the Pulp and Paper Manufacturing Industry Reference Committee by its appointed Chair.

Name of Chair: Denise Campbell-Burns

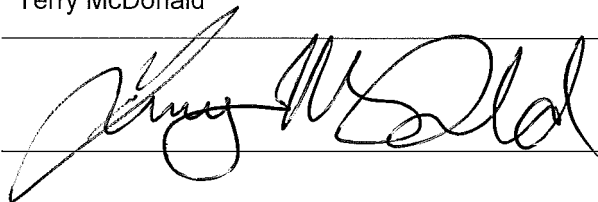
Signature of Chair:



Date: 3 September 2018

Name of Deputy Chair: Terry McDonald

Signature of Deputy Chair:



Date: 3 September 2018

## Appendix 1: Components for endorsement

### a. List of unit titles and codes and associated assessment requirements

PPMCPP210 - Monitor and control coated paper processes
PPMCPP320 - Prepare and start up coated paper processes
PPMCPP330 - Coordinate the shutdown of coated paper processes
PPMCPP440 - Troubleshoot and rectify coated paper processes
PPMCPR210 - Prepare chemical products
PPMCSK310 - Operate process control equipment
PPMDEO210 - Monitor and control dry end operations
PPMDEO320 - Prepare and start up dry end operations
PPMDEO330 - Coordinate and implement dry end shutdown
PPMDEO440 - Troubleshoot and rectify dry end systems
PPMENV210 - Identify and monitor environmental discharges/emissions
PPMENV320 - Monitor and control environmental hazards
PPMEPG210 - Monitor and control power generation system
PPMEPG320 - Manage a power generation system startup
PPMEPG330 - Coordinate power generation system shutdown
PPMEPG440 - Troubleshoot and rectify power generation system
PPMFCO210 - Monitor, control and shutdown finishing and converting operations
PPMFCO320 - Prepare and start up finishing and converting operations
PPMFCO340 - Troubleshoot and rectify finishing and converting systems
PPMHWP250 - Store and dispatch waste paper
PPMHWP260 - Receive waste paper
PPMHWP270 - Unload waste paper
PPMMHV210 - Operate overhead crane

PPMNUM210 - Estimate and calculate basic data
PPMNUM320 - Measure and calculate routine workplace data
PPMNUM430 - Calculate and analyse production and financial performance
PPMPLN210 - Plan and undertake a routine task
PPMPLN420 - Plan a complex activity
PPMPRM210 - Undertake operator level preventative maintenance
PPMPRM220 - Perform lubrication
PPMPRS210 - Identify and rectify problems in the workplace
PPMPRS320 - Solve systemic problems in the workplace
PPMPRV210 - Operate ancillary equipment
PPMPRV320 - Co-ordinate and direct clothing changes
PPMPUL210 - Monitor and control pulping operations
PPMPUL250 - Store and distribute pulped product
PPMPUL320 - Prepare and start up pulping system operations
PPMPUL330 - Coordinate and implement pulping plant shutdowns
PPMPUL440 - Troubleshoot and rectify pulping processes
PPMQAS210 - Apply basic quality practices
PPMQAS420 - Co-ordinate in-process quality assurance
PPMQAS430 - Oversee quality assurance process
PPMREC210 - Monitor and control chemical recovery operations
PPMREC320 - Prepare and start up chemical recovery operations
PPMREC330 - Coordinate and implement chemical recovery shutdowns
PPMREC440 - Troubleshoot and rectify chemical recovery operations
PPMREL210 - Contribute to effective working relationships
PPMRES210 - Prepare and operate the woodchip production system
PPMRES250 - Distribute woodchips
PPMRES260 - Receive materials

PPMRES270 - Unload materials
PPMRES340 - Troubleshoot and rectify primary resource operations
PPMSPR210 - Monitor and control stock preparation systems
PPMSPR320 - Prepare and start up stock preparation system for production
PPMSPR330 - Coordinate and implement stock preparation system shutdown
PPMSPR440 - Troubleshoot and rectify stock preparation systems
PPMSTM210 - Monitor and control boiler operation
PPMSTM320 - Manage steam boiler start up
PPMSTM330 - Shut down and bank steam boiler
PPMSTM440 - Troubleshoot and rectify boiler plant systems
PPMSUS210 - Apply sustainable work practices/policies
PPMSUS510 - Develop workplace policy and procedures for sustainability
PPMWAR250 - Store product
PPMWAR255 - Prepare and dispatch product
PPMWAR280 - Warehouse product packaging
PPMWAS210 - Operate water systems
PPMWAS340 - Troubleshoot and rectify water systems
PPMWEO210 - Monitor and control wet end operations
PPMWEO320 - Prepare and start up wet end operations
PPMWEO330 - Coordinate and implement wet end shutdown
PPMWEO440 - Troubleshoot and rectify wet end systems
PPMWHS210 - Participate in WHS processes
PPMWHS310 - Contribute to WHS processes
PPMWHS320 - Maintain WHS processes
PPMWHS410 - Identify, assess and control WHS risk in own work
PPMWHS420 - Manage WHS processes
PPMWPO210 - Monitor and control waste paper operations



PPMWPO320 - Prepare and start up waste paper operations
PPMWPO330 - Coordinate and implement waste paper shutdown
PPMWPO440 - Troubleshoot and rectify waste paper operations

## b. List of skill sets (This is non – endorsed)

PPMSS00001 Chemical Recovery Skill Set
PPMSS00002 Coated Paper Products Skill Set
PPMSS00003 Converting Paper Products Skill Set
PPMSS00004 Paper Finishing and Converting Skill Set
PPMSS00005 Papermaking Dry End Operations Skill Set
PPMSS00006 Papermaking Wet End Operations Skill Set
PPMSS00007 Pulping Stock Preparation Skill Set
PPMSS00008 Safety in Pulp and Paper Operations Skill Set
PPMSS00009 Warehousing Paper Products Skill Set
PPMSS00010 Waste Paper Operations Skill Set

## c. Mapping information

Mapping of units of competency from PPM Pulp and Paper Manufacturing Training Package Version 1.0 to PPM Pulp and Paper Manufacturing Training Package Version 2.0			
Code and title PPM V1.0	Code and title PPM V2.0	Comments	Equivalence statement
PPMCPP210 Monitor and control coated paper processes Release 1	PPMCPP210 Monitor and control coated paper processes Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMCPP320 Prepare and start up coated paper processes Release 1	PPMCPP320 Prepare and start up coated paper processes Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMCPP330 Co-ordinate the shutdown of coated paper processes Release 1	PPMCPP330 Coordinate the shutdown of coated paper processes Release 2	Minor changes to performance criteria and knowledge evidence, grammatical adjustment to title	Equivalent
PPMCPP440 Troubleshoot and rectify coated paper processes Release 1	PPMCPP440 Troubleshoot and rectify coated paper processes Release 2	Revised knowledge evidence requirements	Equivalent

<b>Mapping of units of competency from PPM Pulp and Paper Manufacturing Training Package Version 1.0 to PPM Pulp and Paper Manufacturing Training Package Version 2.0</b>			
<b>Code and title PPM V1.0</b>	<b>Code and title PPM V2.0</b>	<b>Comments</b>	<b>Equivalence statement</b>
PPMDEO210 Monitor and control dry end operations Release 1	PPMDEO210 Monitor and control dry end operations Release 2	Minor changes to performance criteria and knowledge evidence	Equivalent
PPMDEO320 Prepare and start up dry end operations Release 1	PPMDEO320 Prepare and start up dry end operations Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMDEO330 Co-ordinate and implement dry end shutdown Release 1	PPMDEO330 Coordinate and implement dry end shutdown Release 2	Performance criteria added, minor changes to knowledge evidence, grammatical adjustment to title	Equivalent
PPMDEO440 Troubleshoot and rectify dry end systems Release 1	PPMDEO440 Troubleshoot and rectify dry end systems Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMEPG210 Monitor and control power generation system Release 1	PPMEPG210 Monitor and control power generation system Release 2	Performance criteria added, minor changes to knowledge evidence, minor change to licensing statement	Equivalent
PPMEPG320 Manage a power generation system startup Release 1	PPMEPG320 Manage a power generation system startup Release 2	Performance criteria added, minor changes to knowledge evidence, minor change to licensing statement	Equivalent
PPMEPG330 Co-ordinate power generation system shutdown Release 1	PPMEPG330 Coordinate power generation system shutdown Release 2	Performance criteria added, minor changes to knowledge evidence, minor change to licensing statement, grammatical adjustment to title	Equivalent
PPMEPG440 Troubleshoot and rectify power generation system Release 1	PPMEPG440 Troubleshoot and rectify power generation system Release 2	Performance criteria added, minor changes to knowledge evidence, minor change to licensing statement	Equivalent
PPMFCO210 Monitor, control and shutdown finishing and converting operations Release 1	PPMFCO210 Monitor, control and shutdown finishing and converting operations Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMFCO320 Prepare and start up finishing and converting operations	PPMFCO320 Prepare and start up finishing and converting operations	Performance criteria added, minor changes to knowledge evidence	Equivalent

<b>Mapping of units of competency from PPM Pulp and Paper Manufacturing Training Package Version 1.0 to PPM Pulp and Paper Manufacturing Training Package Version 2.0</b>			
<b>Code and title PPM V1.0</b>	<b>Code and title PPM V2.0</b>	<b>Comments</b>	<b>Equivalence statement</b>
Release 1	Release 2		
PPMFCO340 Troubleshoot and rectify finishing and converting systems Release 1	PPMFCO340 Troubleshoot and rectify finishing and converting systems Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMPUL210 Monitor and control pulping operations Release 1	PPMPUL210 Monitor and control pulping operations Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMPUL320 Prepare and start up pulping system operations Release 1	PPMPUL320 Prepare and start up pulping system operations Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMPUL330 Coordinate and implement pulping plant shutdowns Release 1	PPMPUL330 Co-ordinate and implement pulping plant shutdowns Release 2	Performance criteria added, minor changes to knowledge evidence, grammatical adjustment to title	Equivalent
PPMPUL440 Troubleshoot and rectify pulping processes Release 1	PPMPUL440 Troubleshoot and rectify pulping processes Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMREC210 Monitor and control chemical recovery operations Release 1	PPMREC210 Monitor and control chemical recovery operations Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMREC320 Prepare and start up chemical recovery operations Release 1	PPMREC320 Prepare and start up chemical recovery operations Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMREC330 Co-ordinate and implement chemical recovery shutdowns Release 1	PPMREC330 Coordinate and implement chemical recovery shutdowns Release 2	Performance criteria added, minor changes to knowledge evidence, grammatical adjustment to title	Equivalent
PPMREC440 Troubleshoot and rectify chemical recovery operations Release 1	PPMREC440 Troubleshoot and rectify chemical recovery operations Release 2	Minor changes to performance criteria and knowledge evidence	Equivalent
PPMSPR210 Monitor and control stock preparation systems Release 1	PPMSPR210 Monitor and control stock preparation systems Release 2	Minor changes to performance criteria and knowledge evidence	Equivalent

<b>Mapping of units of competency from PPM Pulp and Paper Manufacturing Training Package Version 1.0 to PPM Pulp and Paper Manufacturing Training Package Version 2.0</b>			
<b>Code and title PPM V1.0</b>	<b>Code and title PPM V2.0</b>	<b>Comments</b>	<b>Equivalence statement</b>
PPMSPR320 Prepare and start up stock preparation system for production Release 1	PPMSPR320 Prepare and start up stock preparation system for production Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMSPR330 Co-ordinate and implement stock preparation system shutdown Release 1	PPMSPR330 Coordinate and implement stock preparation system shutdown Release 2	Minor changes to performance criteria, knowledge evidence, grammatical adjustment to title	Equivalent
PPMSPR440 Troubleshoot and rectify stock preparation systems Release 1	PPMSPR440 Troubleshoot and rectify stock preparation systems Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMSTM210 Monitor and control boiler operation Release 1	PPMSTM210 Monitor and control boiler operation Release 2	Performance criteria added, minor changes to knowledge evidence, minor change to licensing statement	Equivalent
PPMSTM320 Manage steam boiler start up Release 1	PPMSTM320 Manage steam boiler start up Release 2	Minor changes to performance criteria and knowledge evidence, minor change to licensing statement	Equivalent
PPMSTM330 Shut down and bank steam boiler Release 1	PPMSTM330 Shut down and bank steam boiler Release 2	Performance criteria added, minor changes to knowledge evidence, minor change to licensing statement	Equivalent
PPMSTM440 Troubleshoot and rectify boiler plant systems Release 1	PPMSTM440 Troubleshoot and rectify boiler plant systems Release 2	Minor changes to performance criteria and knowledge evidence, minor change to licensing statement	Equivalent
PPMWAS210 Operate water systems Release 1	PPMWAS210 Operate water systems Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMWAS340 Troubleshoot and rectify water systems Release 1	PPMWAS340 Troubleshoot and rectify water systems Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent
PPMWEO210 Monitor and control wet end operations Release 1	PPMWEO210 Monitor and control wet end operations Release 2	Minor changes to performance criteria and knowledge evidence	Equivalent

<b>Mapping of units of competency from PPM Pulp and Paper Manufacturing Training Package Version 1.0 to PPM Pulp and Paper Manufacturing Training Package Version 2.0</b>			
<b>Code and title PPM V1.0</b>	<b>Code and title PPM V2.0</b>	<b>Comments</b>	<b>Equivalence statement</b>
PPMWEO320 Prepare and start up wet end operations Release 1	PPMWEO320 Prepare and start up wet end operations Release 2	Minor changes to performance criteria and knowledge evidence	Equivalent
PPMWEO330 Co-ordinate and implement wet end shutdown Release 1	PPMWEO330 Coordinate and implement wet end shutdown Release 2	Minor changes to performance criteria and knowledge evidence, grammatical adjustment to title	Equivalent
PPMWPO210 Monitor and control waste paper operations Release 1	PPMWPO210 Monitor and control waste paper operations Release 2	Minor changes to performance criteria and knowledge evidence	Equivalent
PPMWPO320 Prepare and start up waste paper operations Release 1	PPMWPO320 Prepare and start up waste paper operations Release 2	Minor changes to performance criteria and knowledge evidence	Equivalent
PPMWPO330 Co-ordinate and implement waste paper shutdown Release 1	PPMWPO330 Coordinate and implement waste paper shutdown Release 2	Performance criteria added, minor changes to knowledge evidence, grammatical adjustment to title	Equivalent
PPMWPO440 Troubleshoot and rectify waste paper operations Release 1	PPMWPO440 Troubleshoot and rectify waste paper operations Release 2	Performance criteria added, minor changes to knowledge evidence	Equivalent

<b>Mapping of skill sets from PPM Pulp and Paper Manufacturing Training Package Version 1.0 to PPM Pulp and Paper Manufacturing Training Package Version 2.0</b>			
<b>Code and title PPM V1.0</b>	<b>Code and title PPM V2.0</b>	<b>Comments</b>	<b>Equivalence statement</b>
Not applicable	PPMSS00001 Chemical Recovery Skill Set	New Skill Set	Not applicable
Not applicable	PPMSS00002 Coated Paper Products Skill Set	New Skill Set	Not applicable
Not applicable	PPMSS00003 Converting Paper Products Skill Set	New Skill Set	Not applicable
Not applicable	PPMSS00004 Paper Finishing and Converting Skill Set	New Skill Set	Not applicable
Not applicable	PPMSS00005 Papermaking Dry End Operations Skill Set	New Skill Set	Not applicable

<b>Mapping of skill sets from PPM Pulp and Paper Manufacturing Training Package Version 1.0 to PPM Pulp and Paper Manufacturing Training Package Version 2.0</b>			
<b>Code and title PPM V1.0</b>	<b>Code and title PPM V2.0</b>	<b>Comments</b>	<b>Equivalence statement</b>
Not applicable	PPMSS00006 Papermaking Wet End Operations Skill Set	New Skill Set	Not applicable
Not applicable	PPMSS00007 Pulping Stock Preparation Skill Set	New Skill Set	Not applicable
Not applicable	PPMSS00008 Safety in Pulp and Paper Operations Skill Set	New Skill Set	Not applicable
Not applicable	PPMSS00009 Warehousing Paper Products Skill Set	New Skill Set	Not applicable
Not applicable	PPMSS00010 Waste Paper Operations Skill Set	New Skill Set	Not applicable

#### **d. Credit arrangements**

There are no credit arrangements currently in place. Entry into higher education qualifications may be gained through progression from a lower level PPM qualification or recognition of existing industry experience or qualifications. This is particularly relevant with respect to chemical engineering undergraduate and short course programs offered by Australian Pulp and Paper Institute (APPI).

## Appendix 2: Industry support

Teleconferences	9 <sup>th</sup> February 2018	TAC teleconference to review and clarify the project objectives. 3 members of the TAC participated
	8 <sup>th</sup> June 2018	A validation teleconference was held with the TAC. 4 members of the TAC participated and 2 members provided feedback by email.
Surveys	18 <sup>th</sup> April 2018	TAC Survey – Boiler operations and Major Hazard Facilities - Number of questions – 13, Number of responses – 7.
	13 <sup>th</sup> March 2018	TAC survey – information gathering regarding High Risk Work Licensing, Major Hazard Facilities, use of chemicals and dangerous goods. 7 responses from TAC.
TAC Emails		TAC members were constantly consulted and informed throughout the project by phone and email.
IRC Reports		The IRC was kept informed of the project by reports and a verbal report and discussion at the IRC meeting held in March 2018.

The following industry stakeholders were emailed an introduction to the project and invited to visit the Skills Impact project page to learn more about the project and contribute.

Visy Industries	Pulp, Paper and Board Manufacturing
Paper Australia	Pulp, Paper and Board Manufacturing
Norske Skog	Pulp, Paper and Board Manufacturing
Asaleo Care	Pulp, Paper and Board Manufacturing
ABC Tissue	Pulp, Paper and Board Manufacturing
Kimberly-Clark Australia	Pulp, Paper and Board Manufacturing
Orora	Pulp, Paper and Board Manufacturing
Box Hill Institute	RTO
Riverina Plant Operators School	RTO
Detmold Group (Shute Bay Investments)	Corrugated paperboard and paperboard container manufacturing
Graphic Packaging International (Colorpack Limited)	Corrugated paperboard and paperboard container manufacturing
Oji Fibre Solutions	Corrugated paperboard and paperboard container manufacturing
Hannapack NSW	Corrugated paperboard and paperboard container manufacturing
Abaris Vic	Corrugated paperboard and paperboard container manufacturing
Pope Packaging	Paper Bag and other Paper product manufacturing
Label Makers Group	Paper Stationery Manufacturing

Avery Denison Australia	Paper Stationery Manufacturing
Unicharm Australasia Holding	Personal and family product manufacturing
Encore Tissue	Personal and family product manufacturing
BJ Ball	Paper Product Merchandising
Corporate Express Australia	Paper Product Merchandising
Huhtamaki	Paper Product Merchandising
Spicers	Paper Product Merchandising
KW Doggett Fine Paper	Paper Product Merchandising
Australian Forest Products Association	Industry Association
Australasian Pulp and Paper Industry Technical Association	Industry Association
Packaging Council of Australia	Industry Association
CFMMEU Forestry and Furnishing Products Division	Employee Representative Organisations
Australian Workers Union (AWU)	Employee Representative Organisations
Bioresource Processing Research Institute of Australia (BioPria)	Industry R&D Services Bodies
Forest and Wood Products Australia Ltd	Industry R&D Services Bodies
Industry Edge	Industry Services Bodies
WorkSafe Victoria	Government Regulatory Authority
WorkSafe NSW	Government Regulatory Authority
WorkSafe QLD	Government Regulatory Authority
WorkSafe QLD	Government Regulatory Authority

## Letter/Emails of Support

**From:** Denise Campbell Burns <dcampbellburns@cfmeu.org>

**Sent:** Friday, 13 July 2018 4:13 PM

**To:** Diana Lloyd <dlloyd@forestworks.com.au>; Kaye Tyter <Kaye.Tyter@australianpaper.com.au>; emma.mcevoy@australianpaper.com.au; nathan.bright@norskeskog.com; james.swan@ororagroup.com; gavin.matthew@ausfpa.com.au; Adele Elice-Invaso <adele@appita.com.au>

**Subject:** RE: Pulp & Paper Manufacturing IRC signoff - Training Package project

Good afternoon – apologies for the late reply. As I have been involved in the TAC I am happy to sign off on this project.

**Denise Campbell-Burns**



## President

### CFMEU Manufacturing Division

*Construction Forestry Maritime Mining & Energy Union*

Mob: 0419 591 181

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To: "Diana Lloyd" <dlloyd@forestworks.com.au>, "Kaye Tyter" <Kaye.Tyter@australianpaper.com.au>, "emma.mcevoy@australianpaper.com.au" <emma.mcevoy@australianpaper.com.au>, "nathan.bright@norskeskog.com" <nathan.bright@norskeskog.com>, "james.swan@ororagroup.com" <james.swan@ororagroup.com>, "gavin.matthew@ausfpa.com.au" <gavin.matthew@ausfpa.com.au>, "Denise Campbell Burns" <dcampbellburns@cfmeu.org>  
Hi Diana,

Sorry for the late reply.

I am happy to sign off on the project.

Kind regards,

**Adele Elice-Invaso**

**Appita Inc | Executive Director**

**T:** +61 3 9467 9722 | **M:** 0439 328 652 | **E:** [adele@appita.com.au](mailto:adele@appita.com.au)

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**From:** Bright, Nathan (ALBURY) <[nathan.bright@norskeskog.com](mailto:nathan.bright@norskeskog.com)>  
**Sent:** Thursday, 26 July 2018 8:41 AM  
**To:** Diana Lloyd <[dlloyd@forestworks.com.au](mailto:dlloyd@forestworks.com.au)>; [james.swan@ororagroup.com](mailto:james.swan@ororagroup.com)  
**Cc:** Denise Campbell Burns <[dcampbellburns@cfmeu.org](mailto:dcampbellburns@cfmeu.org)>  
**Subject:** RE: Pulp & Paper Manufacturing IRC signoff - Training Package project

Hi Diana,

Again, my apologies for the delay.

I'm happy to sign off on this project.

Regards

Nathan

**Nathan Bright**

HR Director

Norske Skog (Australasia) Pty Ltd

P|+61 2 60583168 M|+61 417 669 078

[www.norskeskog.com](http://www.norskeskog.com)



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From: "**Gavin Matthew**" <[gavin.matthew@ausfpa.com.au](mailto:gavin.matthew@ausfpa.com.au)>  
Date: Mon, Jul 9, 2018 at 1:31 PM +1000  
Subject: RE: Pulp & Paper Manufacturing IRC signoff - Training Package project  
To: "Diana Lloyd" <[dlloyd@forestworks.com.au](mailto:dlloyd@forestworks.com.au)>, "Kaye Tyter" <[Kaye.Tyter@australianpaper.com.au](mailto:Kaye.Tyter@australianpaper.com.au)>, "[emma.mcevoy@australianpaper.com.au](mailto:emma.mcevoy@australianpaper.com.au)" <[emma.mcevoy@australianpaper.com.au](mailto:emma.mcevoy@australianpaper.com.au)>, "[nathan.bright@norskeskog.com](mailto:nathan.bright@norskeskog.com)" <[nathan.bright@norskeskog.com](mailto:nathan.bright@norskeskog.com)>, "[james.swan@ororagroup.com](mailto:james.swan@ororagroup.com)" <[james.swan@ororagroup.com](mailto:james.swan@ororagroup.com)>, "Adele Elice-Invaso" <[adele@appita.com.au](mailto:adele@appita.com.au)>, "Denise Campbell Burns" <[dcampbellburns@cfmeu.org](mailto:dcampbellburns@cfmeu.org)>

Hi Diana,

Thanks for the email and follow-up conversation by phone.

The broad consultation process with key industry representatives you have undertaken to arrive at this point is appreciated.

The project as described below is supported from my point of view.

Kind Regards

**Gavin Matthew**

Senior Policy Manager

T: (02) 6285 3833 | M: 0429 990 528 | E: [gavin.matthew@ausfpa.com.au](mailto:gavin.matthew@ausfpa.com.au)

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**From:** Kaye Tyter <[Kaye.Tyter@australianpaper.com.au](mailto:Kaye.Tyter@australianpaper.com.au)>  
**Sent:** Monday, 9 July 2018 8:20 AM  
**To:** Diana Lloyd <[dlloyd@forestworks.com.au](mailto:dlloyd@forestworks.com.au)>  
**Subject:** RE: Pulp & Paper Manufacturing IRC signoff - Training Package project

All fine...

## Appendix 3: Quality assurance report

### Section 1 – Cover page

Information required	Detail
Training Package title and code	PPM Pulp and Paper Manufacturing Training Package 2.0
Number of new qualifications and their titles <sup>1</sup>	0
Number of revised qualifications and their titles	0
Number of new units of competency and their titles	0
Number of revised units of competency and their titles	<p><b>40 revised units of competency:</b></p> <p>PPMCP210 Monitor and control coated paper processes            PPMCP320 Prepare and start up coated paper processes            PPMCP330 Coordinate the shutdown of coated paper processes            PPMCP440 Troubleshoot and rectify coated paper processes            PPMDE0210 Monitor and control dry end operations            PPMDE0320 Prepare and start up dry end operations            PPMDE0330 Coordinate and implement dry end shutdown            PPMDE0440 Troubleshoot and rectify dry end systems            PPMEPG210 Monitor and control power generation system            PPMEPG320 Manage a power generation system startup            PPMEPG330 Coordinate power generation system shutdown            PPMEPG440 Troubleshoot and rectify power generation system            PPMFCO210 Monitor, control and shutdown finishing and converting operations            PPMFCO320 Prepare and start up finishing and converting operations            PPMFCO340 Troubleshoot and rectify finishing and converting systems            PPMFUL210 Monitor and control pulping operations            PPMFUL320 Prepare and start up pulping system operations            PPMFUL330 Coordinate and implement pulping plant shutdowns            PPMFUL440 Troubleshoot and rectify pulping processes            PPMREC210 Monitor and control chemical recovery operations            PPMREC320 Prepare and start up chemical recovery operations            PPMREC330 Coordinate and implement chemical recovery shutdowns            PPMREC440 Troubleshoot and rectify chemical recovery operations            PPMSPR210 Monitor and control stock preparation systems            PPMSPR320 Prepare and start up stock preparation system for production            PPMSPR330 Coordinate and implement stock preparation system shutdown            PPMSPR440 Troubleshoot and rectify stock preparation systems            PPMSTM210 Monitor and control boiler operation            PPMSTM320 Manage steam boiler start up</p>

<sup>1</sup> When the number of training products is high the titles can be presented as an attached list.

Information required	Detail
	PPMSTM330 Shut down and bank steam boiler PPMSTM440 Troubleshoot and rectify boiler plant systems PPMWAS210 Operate water systems PPMWAS340 Troubleshoot and rectify water systems PPMWEO210 Monitor and control wet end operations PPMWEO320 Prepare and start up wet end operations PPMWEO330 Coordinate and implement wet end shutdown PPMWPO210 Monitor and control waste paper operations PPMWPO320 Prepare and start up waste paper operations PPMWPO330 Coordinate and implement waste paper shutdown PPMWPO440 Troubleshoot and rectify waste paper operations
Confirmation that the panel member is independent of: <ul style="list-style-type: none"> <li>• the Training Package or Training Package components review ('Yes' or 'No')</li> <li>• development and/or validation activities associated with the Case for Endorsement ('Yes' or 'No')</li> <li>• undertaking the Equity and/or Editorial Reports for the training package products that are the subject of this quality report ('Yes' or 'No')</li> </ul>	I confirm that I, Maree Thorne, am independent of: <ul style="list-style-type: none"> <li>• the Training Package or Training Package components review (YES)</li> <li>• development and/or validation activities associated with the Case for Endorsement (YES)               <ul style="list-style-type: none"> <li>• undertaking the Equity and/or Editorial Reports for the training package products that are the subject of this quality report (YES)</li> </ul> </li> </ul>
Confirmation of the Training Packages or components thereof being compliant with the <i>Standards for Training Packages 2012</i>	The Training Package components (40 revised units of competency and associated assessment requirements) included in the Case for Endorsement are compliant with the <i>Standards for Training Packages 2012</i> .
Confirmation of the Training Packages or components thereof being compliant with the <i>Training Package Products Policy</i>	The Training Package components in the Case for Endorsement, comprising 40 revised units of competency and their associated assessment requirements as part of the <i>PMM Pulp and Paper Manufacturing Training Package version 2.0</i> , are compliant with the <i>Training Package Products Policy</i> .
Confirmation of the Training Packages or components thereof being compliant with the <i>Training Package</i>	The Training Package components in the Case for Endorsement are compliant with the <i>Training Package Development and Endorsement Process Policy</i>

Information required	Detail
<i>Development and Endorsement Process Policy</i>	
<p>Panel member's view about whether:</p> <ul style="list-style-type: none"> <li>the evidence of consultation and validation process being fit for purpose and commensurate with the scope</li> <li>estimated impact of the proposed changes is sufficient and convincing</li> </ul>	<p>All units of competency being proposed for endorsement are determined to be equivalent to previous versions, with only minimal changes to knowledge evidence and re-wording of performance evidence and criteria for clarification.</p> <p>The CfE speaks to the small number of (large) organisations comprising the Pulp and Paper Manufacturing industry and indicates direct invitations to participate in the consultation process, as subject matter experts and inclusion on the Technical Advisory Committee (TAC).</p> <p>Given the relatively 'minor' changes to the proposed endorsed components, the level of impact is considered minimal, and as a result, the extent of consultation is considered fit for purpose and sufficient.</p>
Name of panel member completing Quality Report	<b>Maree Thorne</b>
Date of completion of the Quality Report	<b>10 August 2018</b>

## Section 2 – Compliance with the Standards for Training Packages 2012

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 1</p> <p>Training Packages consist of the following:</p> <ol style="list-style-type: none"> <li>AISC endorsed components: <ul style="list-style-type: none"> <li>qualifications</li> <li>units of competency</li> <li>assessment requirements (associated with each unit of competency)</li> <li>credit arrangements</li> </ul> </li> <li>One or more quality assured companion volumes</li> </ol>	<b>Yes</b>	<p>The proposed components of the PMM Pulp and Paper Manufacturing Training Package (Version 2.0) meet the requirements of Standard 1.</p> <p>The Training Package components in the Case for Endorsement (CfE) include:</p> <ul style="list-style-type: none"> <li>40 revised units of competency, each with associated assessment requirements.</li> </ul> <p>No qualifications are included in the Case for Endorsement and no credit arrangements are applicable for units of competency.</p> <p>The PMM Pulp and Paper Manufacturing Training Package V2.0 Companion Volume Implementation Guide (CVIG) provides implementation advice, which was quality assured in this process.</p>

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 2</p> <p>Training Package developers comply with the <i>Training Package Products Policy</i></p>	<p><b>Yes</b></p>	<p>As indicated in the Equity Report, Skills Impact has complied with the requirements of the <i>Standards for Training Packages 2012</i> for the 40 revised units of competency.</p> <p>Supporting evidence includes:</p> <ul style="list-style-type: none"> <li>• Compliance with coding and titling of units of competency (eight units have had minor grammatical adjustments in the title) and provision of equivalency determination and changes in the mapping.</li> <li>• No evidence of prerequisite units of competency</li> <li>• The PMM Companion Volume Implementation Guide, Version 2.0 includes guidance to ensure that learners are not discriminated against, and guidance around reasonable adjustment to accommodate learners with disabilities or particular needs and references the Disability Standards for Education, 2005.</li> <li>• The Companion Volume outlines how Foundation Skills have been addressed in units of competency and emphasises that RTOs must consider them as part of the training and assessment for each unit.</li> <li>• Pathway advice is included in the Companion Volume Implementation Guide (CVIG), as is clear information about qualification and unit mapping to inform users of changes to equivalent</li> <li>• There are no barriers relating to prerequisite units, and the addition of new skill sets in specialist operations provides additional flexibility and pathway options for individuals and learners.</li> </ul>

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 3</p> <p>Training Package developers comply with the <i>AISC Training Package Development and Endorsement Process Policy</i></p>	Yes	<p>The Case for Endorsement (CfE) provides information about Skills Impact's development and endorsement processes of the draft components, including alignment to and compliance with ASIC's Activity Order, specifically:</p> <ul style="list-style-type: none"> <li>• review of 40 units of competency</li> <li>• development of 10 new skill sets.</li> </ul> <p>The CfE outlines details of IRC and Technical Advisory Committee (TAC) formation for the project, and wider stakeholder communication strategies.</p> <p>Evidence of consultation and validation strategies inclusive of online project information, direct notifications to identified stakeholders, and online surveys support the provision of a range of opportunities for industry and other stakeholders to engage in the development and validation processes. Project information on the Skills Impact website supports invitations to subject matter experts to assist in development and provides updates of changes made throughout the development and validation processes.</p> <p>The Summary of Feedback, Responses and Actions on the project website indicates feedback re the selection of appropriate units was considered and incorporated in the development of Skill Sets.</p>
<p>Standard 4</p> <p>Units of competency specify the standards of performance required in the workplace</p>	Yes	<p>All units of competency have been reviewed to ensure they specify the standards of performance required in the workplace.</p>
<p>Standard 5</p> <p>The structure of units of competency complies with the unit of competency template</p>	Yes	<p>The structure of the 40 revised units of competency complies with the unit of competency template.</p>

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 6</p> <p>Assessment requirements specify the evidence and required conditions for assessment</p>	<p>Yes</p>	<p>All Assessment requirements associated with the units of competency specify the performance evidence and knowledge evidence to be demonstrated for assessment, along with required conditions for assessment as per the appropriate template.</p> <p>References to volume and frequency of Performance Evidence are clearly stated, as are Assessment Conditions in relation to how evidence may be gathered and provision of necessary resources for assessment conditions.</p> <p>The assessment requirements cross-reference to the unit of competency requirements.</p>
<p>Standard 7</p> <p>Every unit of competency has associated assessment requirements. The structure of assessment requirements complies with the assessment requirements template</p>	<p>Yes</p>	<p>All 40 revised units of competency have associated assessment requirements, which comply with the assessment requirements template and the Standards for Training Packages 2012.</p>
<p>Standard 8</p> <p>Qualifications comply with the Australian Qualifications Framework specification for that qualification type</p>	<p>Not applicable</p>	<p>No qualifications are included in the CfE</p>
<p>Standard 9</p> <p>The structure of the information for the Australian Qualifications Framework qualification complies with the qualification template</p>	<p>Not applicable</p>	<p>No qualifications are included in the CfE</p>
<p>Standard 10</p> <p>Credit arrangements existing between Training Package qualifications and Higher Education qualifications are listed in a format that complies with the credit arrangements template</p>	<p>Not applicable</p>	<p>No qualifications are included in the CfE</p>



Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p><b>Standard 11</b></p> <p>A quality assured companion volume implementation guide produced by the Training Package developer is available at the time of endorsement and complies with the companion volume implementation guide template.</p>	Yes	<p>The training package components in this submission are accompanied by the PPM Pulp and Paper Manufacturing Training Package Companion Volume Implementation Guide, V2.0.</p> <p>The PPM CVIG complies with the companion volume implementation guide template included in the 2012 Standards and was reviewed in this QA process, including for alignment to the CfE and to the proposed endorsed components.</p>
<p><b>Standard 12</b></p> <p>Training Package developers produce other quality assured companion volumes to meet the needs of their stakeholders as required.</p>	Not applicable	No additional companion volumes are produced

## Section 3 – Compliance with the training package quality principles

Note: not all training package quality principles might be applicable to every training package or its components. Please provide a supporting statement/evidence of compliance or non-compliance against each principle.

### Quality principle 1. Reflect identified workforce outcomes

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance/non compliance with the quality principle
Driven by industry's needs	Yes	<p>Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i></p> <p>The CfE notes that '<i>The pulp and paper industry in Australia is made up of a relatively small number of companies, each with multiple sites across states, and with high numbers of employees</i>', with only two registered training providers registered to delivery PPM training products.</p> <p>The TAC included industry representatives from a range of industry organisations, across a number of jurisdictions, and a training provider.</p>

<p>Compliant and responds to government policy initiatives</p> <p>Training package component responds to the COAG Industry and Skills Council's (CISC) training package-related initiatives or directions, in particular the 2015 training package reforms. Please specify which of the following CISC reforms are relevant to the training product and identify supporting evidence:</p> <ul style="list-style-type: none"> <li>• ensure obsolete and superfluous qualifications are removed from the system</li> <li>• ensure that more information about industry's expectations of training delivery is available to training providers to improve their delivery and to consumers to enable more informed course choices</li> <li>• ensure that the training system better supports individuals to move easily from one related occupation to another</li> <li>• improve the efficiency of the training system by creating units that can be owned and used by multiple industry sectors</li> <li>• foster greater recognition of skill sets</li> </ul>	<p>Yes</p>	<ul style="list-style-type: none"> <li>• <b>improve the efficiency of the training system by creating units that can be owned and used by multiple industry sectors</b></li> </ul> <p>The CfE proposes importation of existing MSM licencing units to support licencing requirements as required by individual facility equipment, to avoid sector specific duplication by redeveloping PPM units to meet licence requirements.</p> <ul style="list-style-type: none"> <li>• <b>ensure that more information about industry's expectations of training delivery is available to training providers to improve their delivery and to consumers to enable more informed course choices</b></li> </ul> <p>The CfE is specific in its purpose 'to ensure learning and assessment in workplace health safety aspects within each unit is consistent and thorough' and that 'the knowledge evidence for each unit should be revised to include concurred aspects and should include Major Hazard Facility requirements where applicable. <b>An agreed list of workplace health and safety aspects has been included in each of the 40 units covered by this project.'</b></p> <p>Assessment Conditions detail the range of equipment and resources expected by industry in determining competency.</p> <ul style="list-style-type: none"> <li>• <b>foster greater recognition of skill sets</b></li> </ul> <p>The project includes the development of 10 new industry specific skill sets.</p>
<p>Reflect contemporary work organisation and job profiles incorporating a future orientation</p>	<p>Yes</p>	<p>The CfE outline of TAC engagement in the development of key safety aspects to be incorporated more implicitly in the review of units of competency evidences endorsed components reflecting contemporary work organisation and job profiles. Further, the retention of units where licencing is not a requirement due to individual</p>

		organisational site equipment enables organisational and job profile flexibility.
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### Quality principle 2: Support portability of skills and competencies including reflecting licensing and regulatory requirements

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Support movement of skills within and across organisations and sectors	Yes	Endorsed components will be supported by an additional 10 new skill sets to provide skill movements within the Pulp and Paper Manufacturing sector. The assessment requirements associated with each unit provide flexibility for conducting assessments to meet the needs of employers and individuals.
Promote national and international portability	Yes	Units of competency and associated assessment requirements do not reference specific standards or codes of practice, which may vary across jurisdictions, rather refer to skills according to organisational standard operating procedures and requirements.
Reflect regulatory requirements and licensing	Yes	No individual units of competency have occupational licensing or certification requirements. Clarifying text has been included in PPMEPG units where individual facility equipment may require High Risk Work licences, directing users to appropriate licensing units.

### Quality principle 3: Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Reflect national consensus	Yes	The composition of the Technical Advisory Committee includes organisations operating across national jurisdictions to enable national consensus in the advice being provided to AISC. As indicated in Standard 3 above, project information, including opportunities to engage in development, consultation and validation was available on the Skills Impact website throughout the project.

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle
Recognise convergence and connectivity of skills	Yes	The CfE proposes importation of existing MSM boiler units to support licencing requirements as required by individual facility equipment, to avoid sector specific duplication or redeveloping PPM units to meet licence requirements where relevant units already exist.

**Quality principle 4: Be flexible to meet the diversity of individual and employer needs including the capacity to adapt to changing job roles and workplaces**

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle
Meet the diversity of individual and employer needs	Yes	<p>The Equity Report statement of compliance with this principle is confirmed.</p> <p>The assessment requirements of all of the units specify that assessment may take place in a workplace, or in a setting, that accurately reflects a real workplace. This allows assessment to occur in a range of different contexts if required.</p> <p>The availability of 10 new skill sets also ensures the diversity of individual and employer needs are able to be met.</p>
Support equitable access and progression of learners	Yes	<p>There are no prerequisites for units of competency that could provide barriers for some learners.</p> <p>The addition of 10 new skill sets for specialist operators will further enhance mobility and progression for learners providing new pathway options.</p>

**Quality principle 5: Facilitate recognition of an individual's skills and knowledge and support movement between the school, vocational education and higher education sectors**

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Support learner transition between education sectors	Yes	<p>There are no qualifications included in the CFE.</p> <p>Units range from entry level operator skills and knowledge to higher level specialist skills enabling progression. No units of competency require pre-requisites, which might otherwise limit transition between education sectors.</p> <p>Additionally, no entry requirements exist in the newly developed skill sets, providing opportunities for entry and transition, especially between school and VET and from entry level into work.</p>

**Quality principle 6: Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements**

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Support implementation across a range of settings	Yes	<p>Industry advice about delivery is provided via the PPM Pulp and Paper Manufacturing Version 2.0 Companion Volume Implementation Guide (CVIG), which has been quality assured and is ready for publication at the same time as the proposed endorsed components.</p> <p>The CVIG provides advice about licensing, and delivery requirements including reasonable adjustment and foundation skills.</p>
Support sound assessment practice	Yes	<p>The draft Units of Competency and associated Assessment Requirements have consistent depth and breadth, including references to volume and frequency of Performance Evidence and include Assessment Conditions specifying how evidence must or may be gathered.</p> <p>Units are written in a manner that allows adaptability and flexibility, which enables the units to be contextualised to meet the varied and broad needs of individual enterprises.</p>
Support implementation	Yes	<p>The PPM CVIG v2.0 provides implementation advice about delivery requirements including access and equity considerations, reasonable adjustment, foundation skills, and progressions and pathways between qualifications.</p>