

**Modification history**

Release	Comments
Release 2	This version released with PPM Pulp and Paper Manufacturing Training Package Version 2.0.
Release 1	This version released with PPM Pulp and Paper Manufacturing Training Package Version 1.0.

<b>PPMSPR330</b>	<b>Coordinate and implement stock preparation system shutdown</b>
<b>Application</b>	<p>This unit of competency describes the skills and knowledge required to implement, assess and record stock preparation system shutdowns, in a pulp or paper manufacturing facility.</p> <p>The unit applies to production operators and technicians who coordinate and implement stock preparation system shutdowns, in the stock preparation area. This typically involves working in a facility with complex integrated equipment and continuous operations.</p> <p>No licensing, legislative, regulatory, or certification requirements apply to this unit at the time of publication.</p>
<b>Prerequisite Unit</b>	Nil
<b>Unit Sector</b>	Pulp and Paper Manufacturing (PPM)

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. Assess causes and effects of shutdown	1.1 Coordinate planned shutdown of stock preparation systems from work area instructions or maintenance schedules 1.2 Assess causes of stock preparation system shutdown according to productivity requirements, environmental sustainability procedures, workplace health and safety and standard operating procedures (SOP) including the use of appropriate personal protective equipment, risks and hazards identification and housekeeping requirements 1.3 Identify and locate cause of unplanned shutdown 1.4 Assess effects of unplanned shutdown to determine impact on operations 1.5 Communicate unplanned shutdown according to organisational procedures
2. Implement shutdown procedures	2.1 Implement planned shutdown and check equipment 2.2 Respond to and rectify unplanned shutdown 2.3 Implement isolation requirements, according to work health and safety and SOP 2.4 Communicate shutdown information to relevant personnel
3. Record and report shutdown information	3.1 Record shutdown information, including corrective action 3.2 Report shutdown information to relevant personnel

<b>Foundation Skills</b>	
<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>	
<b>Skill</b>	<b>Description</b>
Reading	<ul style="list-style-type: none"> <li>Read and interpret equipment specifications, work place documentation, and procedures relevant to system operations</li> </ul>
Writing	<ul style="list-style-type: none"> <li>Record and report rectifications accurately and legibly, using correct technical vocabulary</li> </ul>
Oral communication	<ul style="list-style-type: none"> <li>Select and use appropriate spoken communication strategies with work colleagues and other personnel on site when co-ordinating and implementing stock preparation system shutdowns</li> </ul>
Numeracy	<ul style="list-style-type: none"> <li>Interpret instruments, gauges and data recording equipment during shutdowns</li> </ul>
Navigate the world of work	<ul style="list-style-type: none"> <li>Access, navigate and enter computer-based information</li> <li>Use electronic and other digital control systems to control equipment and processes as required</li> </ul>
Get the work done	<ul style="list-style-type: none"> <li>Maintain situational awareness in the work area</li> <li>Analyse and use sensory information to adjust process and to maintain and coordinate safety, quality and productivity</li> </ul>

<b>Unit Mapping Information</b>			
<b>Code and title current version</b>	<b>Code and title previous version</b>	<b>Comments</b>	<b>Equivalence status</b>
PPMSPR330 Coordinate and implement stock preparation system shutdown Release 2	PPMSPR330 Co-ordinate and implement stock preparation system shutdown Release 1	Minor changes to performance criteria, knowledge evidence, grammatical adjustment to title	Equivalent unit

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

<b>TITLE</b>	<b>Assessment requirements for PPMSPR330 Coordinate and implement stock preparation system shutdown</b>
<b>Performance Evidence</b>	
<p>An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit. There must be evidence that the individual has:</p> <ul style="list-style-type: none"> <li>coordinated and implemented stock preparation system shutdowns, at least twice in line with required enterprise intervals</li> <li>planned and safely diagnosed causes and sources of stock preparation system shutdown</li> <li>responded to problems associated with plant shutdown and unplanned shutdown to ensure safety, quality and productivity</li> <li>undertaken corrective action on equipment and system faults</li> <li>communicated effectively, through written and verbal means, the corrective actions undertaken</li> <li>used safety accessories including protective and high visibility safety clothing and electronic communication equipment during system shutdowns.</li> </ul>	
<b>Knowledge Evidence</b>	
<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"> <li>organisational procedures relevant to workplace health and safety with particular emphasis on: <ul style="list-style-type: none"> <li>use of personal protective equipment (PPE)</li> <li>equipment lock out and isolation procedures</li> <li>handling chemicals and hazardous substances, including spill and disposal guidelines</li> <li>plant clearance requirements</li> <li>emergency procedures and responses</li> <li>job safety analysis documentation and processes</li> <li>plant permit systems and processes</li> <li>high risk load shifting licensing requirements where relevant</li> <li>major hazard facility requirements where relevant</li> </ul> </li> <li>the types, causes and effects of stock preparation system shutdowns</li> <li>relevant documentation, regulations and procedures to coordinate and implement stock preparation system shutdowns, in the pulp and paper industry including: <ul style="list-style-type: none"> <li>standard operating procedures (SOP) and housekeeping</li> <li>site policy and procedures</li> <li>environmental sustainability requirements/practices</li> <li>plant manufacturing operating manuals</li> <li>confined space requirements</li> <li>vendor documentation</li> <li>reference manual and grade specifications</li> <li>productivity requirements and quality procedures</li> <li>emergency procedures and responses</li> <li>enterprise policies and procedures and guidelines</li> <li>production instructions and plant isolation documentation</li> <li>maintenance logs, job sheets and operating logs</li> <li>safety data sheets</li> </ul> </li> <li>the functions and operations of plant and machinery related to stock preparation systems including: <ul style="list-style-type: none"> <li>refiners</li> <li>pumps</li> <li>valves</li> <li>chests</li> <li>agitators</li> <li>pulpers</li> <li>screens</li> <li>cleaners</li> <li>showers</li> <li>disc deckers</li> <li>consistency controllers</li> </ul> </li> </ul>	

Knowledge Evidence	
<ul style="list-style-type: none"><li>• screw press</li><li>• water recovery equipment</li><li>• computer systems</li><li>• electronic screens and alarms</li><li>• process control systems</li><li>• fully automated, semi-automated, manually operated plant and equipment appropriate to stock preparation systems</li><li>• implications of hazards and risks involved in stock preparation including:<ul style="list-style-type: none"><li>• steam and/or gas leaks</li><li>• fires</li><li>• nip points</li><li>• compressed air</li><li>• hot surfaces</li><li>• electrical</li><li>• entanglement</li><li>• slip hazards/falls</li><li>• energy</li><li>• pressures</li><li>• chemicals</li><li>• fumes</li><li>• confined spaces</li><li>• dust</li></ul></li><li>• key features of stock preparation plant, processes, layout and associated services sufficient to carry out shutdown activities within level of responsibility</li><li>• materials and supplies used in stock preparation systems including water, stock, compressed air, chemicals, additives, steam and baled pulp</li><li>• required responses to all unplanned shutdowns (power outage, mechanical breakdown, blockages, jamming, air supply, control system failure) to ensure safety, quality and productivity</li><li>• maintenance systems including operator level maintenance as per site agreements, operator maintenance schedules, maintenance suppliers and pro-active maintenance strategies</li><li>• the operation and application of electronic and other control systems that control the stock preparation systems, within level of responsibility.</li></ul>	
Assessment Conditions	
<p>Assessment of skills must take place under the following conditions:</p> <ul style="list-style-type: none"><li>• physical conditions:<ul style="list-style-type: none"><li>• a workplace or a productive environment that accurately reflects performance in a workplace</li></ul></li><li>• resources, equipment and materials:<ul style="list-style-type: none"><li>• access to the full range of equipment involved in integrated continuous manufacturing of stock preparation systems in a pulp or paper manufacturing facility</li><li>• PPE suitable for shutting down stock preparation systems</li></ul></li><li>• specifications:<ul style="list-style-type: none"><li>• template documents for recording system and product faults, diagnostic and corrective action processes</li><li>• sample workplace documentation, procedures and reports including SOP, quality procedures, environmental sustainability requirements/practices, plant manufacturing operating manuals, enterprise policies and procedures, oil or chemical spills and disposal guidelines, plant isolation documentation, safe work documentation.</li></ul></li></ul> <p>Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.</p>	
Links	<p>Companion Volumes, including Implementation Guides, are available at VETNet: <a href="https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=12998f8d-d0ac-40bc-a69e-72a600d4fd93">https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=12998f8d-d0ac-40bc-a69e-72a600d4fd93</a></p>