



Improving industry's capacity to develop and maintain a skilled workforce

***Case for Endorsement – Pulp and Paper
Manufacturing Industry Training Package
(FPP10)***

November 2010

Preface

ForestWorks is an Industry Skills Council (ISC) providing advice on the training and skills development needs of the forest, wood, paper and timber products industry to government and industry.

Key roles of ForestWorks include:

- skills, employment and training research
- skill standards and qualifications development
- enterprise advice and assistance.

ForestWorks is owned and governed by over 50 member associations and companies nationwide from the forest, wood, paper and timber products industry. It operates across seven major industry sectors which includes pulp and paper products, forest growing and management, harvesting and haulage, sawmilling and processing, timber manufactured products, board and panel products and timber merchandising. With the support and assistance of its industry stakeholders, the Pulp and Paper Manufacturing Industry Training Package FPP01 and the Forest Products Industry Training Package FP105 are used widely by industry as the core items of industry training and education infrastructure. A successful auspicing model of delivery to national standards operates within the pulp and paper manufacturing sector.

ForestWorks performs a range of industry wide functions acting as the channel between industry, Government and the Australian Vocational Education and Training (VET) system which includes:

- co-ordinating industry's viewpoint on related policy and practices
- developing and maintaining networks of forestry enterprises, industry bodies, vocational education and training providers and government agencies and departments
- working with the Commonwealth Department of Education, Employment and Workplace Relations (DEEWR), and State and Territory Training Authorities to develop and maintain national industry qualifications, Training Packages, funding for training activities and skills infrastructure
- providing support to enterprises and training providers for assessment and skills development with constant information sharing, development of resource tools and materials and networks for exchange of best practices
- working with industry, schools, service providers and government to ensure that the industry is attractive and easily accessible to job seekers and existing workers.

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Overview

ForestWorks ISC is pleased to submit this Case for Endorsement for the FPP10 Pulp and Paper Manufacturing Industry Training Package Version 1, for review by the National Quality Council. This Training Package is the result of a full review of the previous FPP01 Pulp and Paper Manufacturing Industry Training Package (last reviewed in 2001).

The Project Plan for the review and re-development of the qualifications structure and units of competency contained within the FPP10 Pulp and Paper Manufacturing Industry Training Package was initially based on broad consultation conducted as part of the Environmental Scan: Pulp and Paper Industry 2008.¹ This consultation process documented the need for the Training Package Review to address issues relating to:

- the uptake of the Training Package – whilst the package is widely used by the industry, it was noted that some of the smaller paper manufacturers and conversion plants have yet to embrace nationally recognised training
- increase application and flexibility – to reflect the work including the depth and breadth of knowledge and skill required, the work flow, and the language of the job. This enables greater relevance and wider usage, and encourages other industry applications
- changed learner profiles – changing job profiles and technologically advanced continuous processing facilities require up-to-date training infrastructures which need to be articulated in the national Training Package
- alignment with licensing and regulatory requirements according to industry needs
- skills for sustainability – a DEEWR imperative which resulted in the embedding of sustainability skills within FPP units of competency to articulate implicit skills and the development of two new units of competency directly related to sustainability in the workplace.

It was critical that the review fully explore job roles, career paths and learning processes in order to ensure that the package accurately reflected the actual skills required by the workforce both now and into the future. The methodology for the review included restructuring and redrafting units of competency and analysing career pathways and job roles. The Training Package qualifications needed to be genuinely responsive to industry because the training and assessment is, in the main, undertaken by industry, to national standards set by industry.

Preparation for this Training Package Review commenced in 2008, with an initial meeting on 21st August 2008 involving key training personnel from industry. Nine industry personnel attended, representing five mills across four companies to prioritise areas for exploration within the review. Key messages received from industry highlighted the need for the review to focus on making the Training Package more accessible at the work site (mills) including:

¹ ForestWorks 2008, *Environmental Scan: Pulp and Paper Industry 2008*, Melbourne, Australia

- on-site application across 21 mills at a national level
- reflection of current job roles
- providing for the development of relevant and integrated training and assessment strategies
- flexibility of use in the workplace.

In developing the new and revised units of competency and qualifications, the following quality issues have been addressed:

- all development work was undertaken in compliance with Training Package Development Handbook (TPDH) guidelines and using NTIS Content Authoring Tool Templates
- all units have been reviewed for plain English, consistency and inclusion of Employability Skills relevant to the sectors
- packaging rules have been developed to ensure qualifications are flexible enough to meet the diversity of individual and industry requirements as well as meeting AQF requirements.

The review has resulted 80 new units of competency contained within the following new qualification structure:

Qualification Code	Qualification Title
FPP20110	Certificate II in Pulping Operations
FPP20210	Certificate II in Papermaking Operations
FPP30110	Certificate III in Pulping Operations
FPP30210	Certificate III in Papermaking Operations
FPP40110	Certificate IV in Pulping Operations
FPP40210	Certificate IV in Papermaking Operations
FPP50110	Diploma of Pulp and Paper Process Management

The newly structured Pulp and Paper Manufacturing Industry Training Package (FPP10) Version 1 reflects a significant change in scope, focus and content which has been integrated into both the qualification structure and units of competency. The reviewed package has received wide support from stakeholders across industry members and associations, licensing and regulatory bodies, employers, RTOs, unions, ITABS, on-site trainers and operators and other interested parties (see **Appendix B** Industry Support).

The packaging rules for the new qualifications are fully compliant with the new flexibility rules which took effect from 1st January 2010. This means that the proportion of elective choice in all new qualifications is at least one third of the total units required to gain the qualification and; that the proportion of electives in all new qualifications that can be sourced from other qualifications within the host Training Package, another Training Package and from accredited courses, is at least one sixth of the total units required to gain the qualification.

Full stakeholder agreement has been reached and there are no reports by exception included in this Case for Endorsement.

Section 1 – Responsiveness and Recognition Quality Principles

Industry profile

The pulp and paper sector manufactures pulp and a wide range of paper and paper products within the following main categories: printing and communications paper, newsprint, packaging and industrial paper and tissue products. These products are produced using pulp from both Australian paper recycling and wood sources, with some pulp imported to supplement domestic supply.

The sector is highly concentrated with employment being based in twenty-one major operating mills predominately located across the lower South Australian-Victorian border, central Victoria and Tasmania, as well as across New South Wales and South-East Queensland. It directly employs approximately 4000 people and up to 15 000 employees in downstream activities such as converting and other remanufacturing (ABARE 2009²), many of whom work in rural and regional areas. Critical skills of workers in this sector are required to facilitate continuous operation of complex equipment and processes across multiple technologies and also include troubleshooting and rectification of systems and processes.

1.1 Reflection of contemporary work organisation and job role

The development of the new qualification structure and units of competency was initially based on research conducted as part of the 2008 Environmental Scan for the Pulp and Paper Manufacturing Industry which provided a snapshot of existing and emerging skill needs and training requirements for the industry. Further intelligence was received via:

- the fully representative **Training Package Review Steering Committee** which is comprised of enterprise, union and State Training Authority (STA) representatives (see member list below); and,
- Industry Working Groups divided into three areas:
 - **Structure Working Group**
 - **Content – Pulp & Paper Industry Working Group**
 - **Content – Generic/Imported Competencies Working Group**

Wider consultation was conducted with regulators, Registered Training Organisations (RTOs), Industry Training Advisory Bodies (ITABs) and employer associations.

A major priority for the Pulp and Paper Training Package review was to ensure that the units of competency and qualifications accurately reflected job roles and were therefore able to be achieved by workers while undertaking their specific job roles. The methodology for gathering intelligence guaranteed that the people who ‘know the work’ and the people responsible for training at the mills had direct input into the review of the package.

² Australian Bureau of Agricultural and Resource Economics 2009, *Australian forest and wood products statistics* Sept and Dec quarters, Canberra, Australia

In addition, units of competency and subsequent qualifications needed to reflect changes in process operations (particularly in relation to the introduction of new technology and equipment) since the previous package review which last occurred in 2001. In the last 10 years, job roles have incorporated advancements in computer and electronically controlled process systems and equipment, creating a huge impact on training requirements. It was important that a new nationally endorsed Training Package would reflect changes that have occurred in mill processing operations and the resulting skill requirements for workers. Changes also needed to be reflected in an updated, flexible and relevant qualifications structure.

1.2 Driven by industry needs

The Pulp and Paper Manufacturing Industry is comprised of 21 main mills nationally. The Review Steering Committee was established to provide expert guidance and advice on the management of the project and met a total of 5 times, commencing in June 2008.

The following is a list of the **FPP01 Training Package Review Steering Committee** members:

Name	Organisation
Tim Woods	Chair, Pulp and Paper Industry Skills Development Unit
John Martin Brown	HR Manager, Kimberley Clark Australia
Helen Chester	Organisational Development and HR Manager, SCA Hygiene Australasia
Mark Nelson	General Manager/HR Manager, PaperlinX
Sally Georgas	HR Business Partner, AMCOR Australasia
Alex Millar	Senior Vice President, CFMEU Forest and Forest Products Division
Iain Harris/ Paula Jones-Hunt	General Manager, VISY
Kate Blizzard/Tim Morgan	Human Resources Advisor, Norske Skog
Michael Hartman	CEO, ForestWorks
Ang Ly	HR Manager, ABC Tissue

Name	Organisation
Deb Doherty/Liz Stafford, Luke Behncke	STA representatives from Tasmania and Victoria
Sue Richter	National Coordinator, Skills Development Unit, CFMEU
Antoinette Hewitt	Manager, Industry Skills Council Project, ForestWorks
Donna Ewing	Training Package and Training Provider Network Manager, ForestWorks

The **Structure Working Group** (Appendix B) was challenged with analysing the existing FPP01 Training Package and providing advice on the qualifications, streams/specialisations and assessment guidelines. Participants were key training personnel and other employees with an interest in training who were familiar with job structures and training arrangements across the mills.

The Structure Working Group met on the following occasions:

- 21st August 2008
- 21st – 22nd October 2008
- 17th – 18th March 2009
- 6th – 7th August 2009

The **Pulp & Paper Industry Working Group - Content** (Appendix B) identified changes to pulp and paper industry-specific competency standards, particularly addressing whether existing standards accurately reflected common work outcomes, focussing on the skills and knowledge actually required by operators. Members were familiar with monitoring and controlling operations, starting up and shutting down processes and troubleshooting and rectifying faults. The Working Group was further grouped into 10 job 'steams': coating systems; handling & preparing primary resources; pulping operations; chemical recovery operations; handling & preparing waste paper for pulp; finishing & converting; stock preparations, wet & dry end operations; water services; steam & power generation and warehousing and dispatch.

The following meetings were held:

- 23rd September 2008 – Coating systems
- 25th September 2008 – Handling and preparing primary resources
- 7th October 2008 and 4th August 2009 – Steam and power generation
- 16th October 2008 and 28th July 2009 – Handling and preparing waste paper for pulp
- 29th October 2008 and 30th July 2009 – Pulping operations
- 30th October 2008 and 30th July 2009 – Chemical recovery operations
- 6th November 2008 and 29th July 2009 – Finishing and converting operations
- 12th – 13th November 2008 – Stock preparations, wet and dry end operations
- 17th November 2008 – Water services
- 10th February 2009 – Transport and Distribution/Warehousing

The following industry enterprises were represented at the meetings:

- Australian Paper
- Amcor
- Visy
- SCA Hygiene Australia
- Kimberley Clarke Australia

The CFMEU was also represented at all meetings.

The **Generic/Imported Units Working Group – Content** (Appendix B) provided advice on whether or not existing standards reflected real work roles, again focussing on the skills and knowledge actually required by operators. Participants were familiar with at least one area within each of the other two Working Groups and were separated into two distinct clusters to enable standards to be reviewed simultaneously:

- management, competitive manufacturing, administration, training & assessment; and,
- laboratory, asset security, metals & engineering.

The following meetings of this group were held:

- 18th November 2008
- 24th November 2008
- 2nd December 2008

The 6th – 7th Aug 2009 meeting of the Structure group comprising key training personnel from mills identified imported units replacing existing 'generic' (core and 'general') units.

During the first round of industry consultations from September 2008 to February 2009, thirteen Industry Working Group meetings were held covering units of competency across all streams of the package. Five companies released personnel, representing eleven mills across four states, devoting almost 110 working days to industry consultations to review the units. This commitment is made all the more remarkable as consultation occurred during a period of great pressure on companies already suffering the effects of the global economic crisis.

Feedback regarding all aspects of Round One consultation was documented and distributed to industry for comment and further input. This feedback formed the basis for the second round of industry consultations which were held between March and August 2009.

The second round of industry consultations commenced with a structure group meeting in late March of 2009 which set the parameters as required for further review arising from Round One industry feedback. Key areas were prioritised and identified for further input and the remainder of the Round Two consultations were held in July and August 2009 on the following dates:

- 28th July 2009 (teleconference)
- 29th July 2009 (teleconference)
- 30th July 2009 (teleconference)
- 4th August 2009 (full day on-site)
- 6th – 7th Aug 2009 (2 full days)

Feedback was sought on changes undertaken as a result of Round Two industry input and further fine tuning of some units of competency was completed by the end of 2009.

1.3 Responsiveness to government broad policy initiatives

This new Training Package aligns to and supports government broad policy initiatives by ensuring that the product is responsive to the needs of individuals, government and private training providers and industry. Government policy initiatives that have impacted upon this review are addressed under the following headings:

Employability Skills

In keeping with government policy of embedding Employability Skills, this review has involved the incorporation of Employability Skills into all units of competency and subsequent qualifications. The Employability Skills Qualifications Summary contains a summary of the Employability Skills for each of the qualifications (which are to be interpreted in conjunction with the detailed requirements of each unit of competency packaged within each qualification). The outcomes describe the broad industry requirements identified under the eight identified Employability Skills at each Australian Qualifications Framework (AQF) level.

Embedding of skills for sustainability

In line with the Pulp and Paper Manufacturing Industry Skills Development Unit agreed policy, sustainability has been integrated into all FPP units (specifically the required knowledge and range statements) and can be co-assessed.

In addition, new sustainability units of competency were developed:

- FPPSUS210A Apply sustainable work practices/policies (Certificate II, II and IV)
- FPPSUS510A Develop workplace policy and procedures for sustainability (Diploma level)

Three imported units that support sustainability objectives have been included in the Training Package as electives:

- MSACMT271A Use sustainable environmental practices
- MSACMT270A Use sustainable energy practices
- MSAENV472B Implement and monitor environmentally sustainable work practices

NQC Qualification Packaging Rules (2010)

Qualifications contained within this Training Package conform to the new NQC qualification packaging rules (2010).

1.4 Recognition of convergence and connectivity of skills

This Training Package reflects the context of the pulp and paper industry sector and accommodates industry-identified needs from Certificate II through to Diploma level. New units have been developed to reflect skills required for current job roles and higher level transferable skills such as advanced problem solving and units of competency within the qualifications can be contextualised for specific industry contexts.

There are now 81 Pulp and Paper industry (FPP) units of competency. Major changes have been made to almost 60% of the Pulp and Paper industry specific units (in particular the required knowledge of all functional units has been extensively enhanced). Almost 25% of previous units have been deleted, with half of these replaced by imported units. In addition, new units have been developed with a specific industry focus, some replacing previous units. The imported units list has been updated and extended and units of competency have been re-coded to meet industry requirements.

Training providers were involved in workshops and will continue to be supported in transition from the old to the new package.

1.5 Support movement of skills within and across organisations and sectors

The Pulp and Paper Manufacturing Industry Training Package (FPP10) Version 1 will help facilitate the movement of skilled workers across and between enterprises as well as across States, Territories and industry sectors. This means the industry will have a high quality, highly-skilled workforce which is able to quickly assimilate and use their skills across organisations and geographical boundaries.

1.6 Promote national and international portability

The units of competency within this Training Package will be delivered nationally across 21 mill sites, increasing portability of skills and knowledge.

Wherever possible, units of competency were imported from other Training Packages to avoid duplication. This helps support the portability of unit achievement for workers moving across industry sectors.

1.7 Reflect licensing and regulatory requirements

Licensing/registration requirements for particular job functions described in units of competency vary significantly. There are variations between States and Territories, and also between individual mills depending on the equipment and processes being used.

The required compliance skills and knowledge have been embedded in units of competency. In addition and where required, individual units of competency outline any licensing and/or regulatory implications in the “unit descriptor”.

Organisations delivering training must determine the applicable licensing requirements associated with the equipment being used, in the relevant States and Territories. To assist this, some units note that specific licensing/registration requirements may apply (unit descriptor). Furthermore, the relevant units stipulate that any applicable licensing/registration requirements must be met separately and prior to the achievement of the respective unit/s from this Training Package.

Section 2 – Flexibility and Functionality Quality Principles

Quality Assurance

Prior to development of final drafts, an initial sample review of the revised units was undertaken by Nicola Burridge, ForestWorks Independent QA consultant. Nicola also completed the Quality Report for this submission. A copy of the Quality Report is included with this report as **Appendix C**.

All new units of competency and qualifications were reviewed by Rosemary Nicholls of Rosemary Nicholls and Associates.

2.1 Meeting the diversity of individual and enterprise needs

The majority of the mills are located in regional areas, so the demographic of the pulp and paper workforce is largely white Anglo-Saxon. The workforce is also largely male, probably due mostly to the demands of continuous rotating shifts within the mills. Further, there is a very low percentage of the workforce for whom English is a second language.

All units of competency and qualifications contained within the new Training Package have been based on carefully researched industry needs, with the involvement of enterprises of different sizes to ensure implementation across a range of settings.

The qualifications and units of competency have been developed in conjunction with the actual training personnel within the mills, ensuring that the units are completely assessable and that they clearly define the skills and knowledge required by the industry for competency to be achieved. Flexibility has been maximised to enable industry to determine the 'package of units' relevant for the job, within defined parameters, for nationally accredited training/qualifications.

2.2 Supporting equitable access and progression of learners

The qualifications and units of competency have been rigorously evaluated and validated by industry to create achievable qualifications which are representative of job roles within the mills.

The units of competency and qualifications contained with FPP10 support equitable access and progression of learners by:

- Having increased flexibility in terms of both packaging rules and training delivery
- More accurately reflecting actual job roles which in turn make the qualifications more achievable and valuable within and across enterprises

Units of competency that were previously packaged at Certificate I level have been reviewed to combine more appropriately with relevant job functions and now sit within Certificate II level to suit entry level job functions (see Career Pathway Chart page 19).

An equity review was undertaken by Tina Berghella of Oggi Consulting.

2.3 Supporting learner transition between education sectors

In order to maintain a Training Package with a qualification structure that reflects higher level skills in the industry, a Diploma of Pulp and Paper Process Management has developed. All skills are usable and will provide a pathway to boost the skills of the Certificate IV level pulp and paper workers. This qualification may also provide a pathway into higher education undergraduate degree programs.

2.4 Supporting implementation across a range of settings

Each mill is different in the mix of units required for a particular job role, reflecting different career paths, work organisation, and manufacturing operations and components. As such, the structure of the qualifications is very flexible to enable mills to choose the relevant units appropriate to the job and level of responsibility.

The number of units required to make up a qualification are clearly the minimum requirement, and most participants would undertake well in excess of the number of units specified. However, there are some mills that won't and it was necessary to accommodate these worksites as these employees should not be denied the opportunity to gain a qualification simply because of their more specific operations/job roles/work organisation.

2.5 Structural barriers to implementation

The units of competency do not impose any structural barriers to implementation.

Section 3 – Impact of changes

3.1 FPP01 Summary of changes

The number of qualifications has been reduced from nine to seven.

Separate ‘manufacturing’ and ‘services’ qualifications no longer exist and have been replaced by:

- Certificates II, III and IV in Pulping Operations
- Certificates II, III and IV in Papermaking Operations
- Services specialisations are now available via both pulping and papermaking operations qualifications as above

The two ‘streams’ of qualifications are necessary in the pulp and paper manufacturing industry. Some mills are pulp mills, some are paper mills, and some are both. The delineation between the two groupings of qualifications enables companies to clearly differentiate between the groupings of competencies based on the mills’ operations.

The composition of qualifications is different, mainly regarding core units and new Support electives. The Support electives enable flexibility in the choice of what were, for the most part, ‘core’ units in the old (FPP01) Training Package. They support the industry specific elective units.

The Industry specific elective units are the ‘lead’ units that shape the qualification.

There are a few unit ‘groups’ that run across both types of operations – pulp *and* paper, so the corresponding units need to be included in both qualification ‘streams’ (Chemical recovery, Water services, Steam generation and Power generation). The co-located industry specialisations could have formed a separate grouping of qualifications, however in the interests of decreasing the number of qualifications overall **from nine to seven** qualifications, all streams have been ‘relocated’ to make more sense to industry, with some being co-located.

Sustainability units are included, in line with government priorities on sustainability skills. A separate ‘housekeeping’ core unit is added at Certificate II.

A warehousing stream has been added and comprises relevant units taken from the Finishing and Converting industry specialisation.

The number of units of competency required for each qualification has been clearly stated, in line with government policy. The overall number of units in the new qualifications has increased to more accurately reflect work requirements in the industry.

As part of the Training Package review process, skills for sustainability have been incorporated into all FPP units – in the following sections:

- Required knowledge
- Range statement/s

New FPP units

- FPPSUS210A Apply sustainable work practices/policies, packaged at Certificates II, III and IV
- FPPSUS510A Develop workplace policy and procedures for sustainability, at Diploma level

Imported units as electives - 'Support' skills

- MSACMT271A Use sustainable environmental practices
- MSACMT270A Use sustainable energy practices
- MSAENV472B Implement and monitor environmentally sustainable work practices

Code changes

Within each Training Package, each unit of competency has a unique code. Unit of competency codes are assigned when the Training Package is endorsed, or when new units of competency are added to an existing endorsed Training Package. Unit codes are developed as follows:

- a typical code is made up of 10 characters, normally a mixture of uppercase letters and numbers, as in FPPNUM210A
- the first three characters signify the Training Package - FPP Pulp and Paper Manufacturing Industry Training Package in the above example
- the next three characters indicate an industry skill area - 'numeracy' in the above example
- the first numeric character indicates the AQF level where the unit of competency 'first appears' - Certificate II level in the above example
- the following two numeric characters identify the position in the sequence of the unit for that stream
- the last character is always a letter and identifies the unit of competency version. An 'A' at the end of the code indicates that this is the original unit of competency. All units within this new Training Package are coded 'A'

The upper case letters in the code for Pulp and Paper Units of Competency correspond to the industry skill area as follows:

FPPCPP	Coated paper processes
FPPCPR	Chemical preparation
FPPCSK	Computer skills
FPPDEO	Dry end operations
FPPENV	Environmental monitoring
FPPEPG	Electrical power generation
FPPFCO	Finishing and converting

FPPHWP	Handling and preparing waste paper for pulp production
FPPMHV	Materials handling vehicles
FPPNUM	Numeracy
FPPOHS	Occupational health and safety
FPPPLN	Planning and organising
FPPPRM	Preventative maintenance
FPPPRS	Problem solving
FPPPRV	Production variations/operations
FPPPUL	Pulping operations
FPPQAS	Quality assurance
FPPREC	Chemical recovery operations
FPPREL	Relationship management
FPPRES	Primary resource operations
FPPSPR	Stock preparation operations
FPPSTM	Steam generation
FPPSUS	Sustainability
FPPWAR	Warehousing and despatch
FPPWAS	Water services
FPPWEO	Wet end operations
FPPWPO	Waste paper operations

3.2 Implementation issues

Successful implementation of the new qualifications and the new units of competency are assured because the infrastructure used for the delivery of the training is already in place. The new units and qualifications have been aligned to real job roles. Identified gaps in the Training Package have been filled to ensure that the training already being implemented in the workplace is formally recognised. There is no need for the establishment of new training structures to accommodate the changes to the Training Package.

3.3 Impact of implementation for RTOs

There is minimal, if any, direct RTO delivery of functional units (the 'lead' units –Industry specific elective units). Therefore, the packaging is responsive to industry needs directly as they are the ones that deliver these critical nationally endorsed units, auspiced through RTO's. Most of the other FPP units (Core units and Supplementary elective units) are also delivered by industry.

A new Purchasing Guide will be required as the package is the Primary Release Version 1.

APPENDIX A: Components for Endorsement

List of qualification titles:

Qualification Code	Qualification Title
FPP20110	Certificate II in Pulping Operations
FPP20210	Certificate II in Papermaking Operations
FPP30110	Certificate III in Pulping Operations
FPP30210	Certificate III in Papermaking Operations
FPP40110	Certificate IV in Pulping Operations
FPP40210	Certificate IV in Papermaking Operations
FPP50110	Diploma of Pulp and Paper Process Management

CAREER PATHWAYS CHART

Pulp and Paper Manufacturing Qualification and Competency Standards

Diploma of Pulp and Paper Process Management	
FPP50110	12 units
<ul style="list-style-type: none"> • Production Services Supervisor • Production Manager • Senior Operator (across sectors) • Crew/Team Leader • Superintendent/Technician 	

Certificate IV in Papermaking

Operations

FPP40210

- Dry End Senior Operator
- Wet End Senior Operator
- Finishing and Converting Senior Operator
- Coating Senior Operator

Co-located specialisations

- Electricity Generation/Turbine Senior Operator
- Steam Generation/Boilerhouse Senior Operator
- Chemical Recovery Senior Operator



Certificate IV in Pulping Operations

FPP40110

- Pulping Senior Operator
- Waste Paper Senior Operator
- Stock preparation Senior Operator

Co-located specialisations

- Electricity Generation/Turbine Senior Operator
- Steam Generation/Boilerhouse Senior Operator
- Chemical Recovery Senior Operator

Certificate III in Papermaking

Operations

FPP30210

- Dry End Operator
- Wet End Operator
- Finishing and Converting Operator
- Coating Systems Operator

Co-located specialisations

- Electricity Generation/Turbine Operator
- Steam Generation/Boilerhouse Operator
- Water Services Operator
- Chemical Recovery Operator



Certificate III in Pulping Operations

FPP30110

- Pulping Operator
- Waste Paper Operator
- Stock Preparation Operator
- Primary Resources Operator

Co-located specialisations

- Electricity Generation/Turbine Operator
- Steam Generation/Boilerhouse Operator
- Water Services Operator
- Chemical Recovery Operator

Certificate II in Papermaking

Operations

FPP20210

- Dry End Assistant
- Wet End Assistant
- Finishing and Converting Assistant
- Coating Systems Assistant
- Warehouse Assistant

Co-located specialisations

- Electricity Generation/Turbine Operations Assistant
- Steam Generation/Boilerhouse Assistant
- Water Services Assistant
- Chemical Recovery Assistant



Certificate II in Pulping Operations

FPP20110

- Primary Resources Assistant
- Pulping Operations Assistant
- Waste Paper Assistant
- Stock Preparation Assistant

Co-located specialisations

- Electricity Generation/Turbine Operations Assistant
- Steam Generation/Boilerhouse Assistant
- Water Services Assistant
- Chemical Recovery Assistant

FPP20110

Certificate II in Pulping Operations

Packaging Rules

Qualification Notes

Total number of units = 12

2 Core units *plus*

10 Elective units

At least 1 and up to 4 elective units must be selected from a single Industry Specific group (**Groups A–I**)

A maximum of 1 elective unit must be selected from *each* of the following Support Electives groups:

- Numeracy
- OHS
- Communication
- Sustainability

Remaining electives may be selected from the Supplementary Electives list and can include up to 2 units from an endorsed Training Package or state/territory accredited course

Elective units must be relevant to the work outcome sought, industry requirements and the qualification level. Units selected must not duplicate each other in content

Please note that imported units from other Training Packages are for the purpose of Industry assessment only and that any licensing requirements are to be dealt with through specific Licensing Units, undertaken prior to this qualification and in such a manner as to meet state and territory licensing requirements

CORE UNITS

Unit Code	Unit Name
FPPQAS210A	Apply basic quality practices
MSAPMSUP101A	Clean workplace or equipment

ELECTIVE UNITS

INDUSTRY SPECIFIC

Unit Code	Unit Name
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Group A: Chemical recovery operations

(co-located in Certificate II Papermaking Operations)

FPPREC210A	Monitor and control chemical recovery operations
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Group B: Steam generation

(co-located in Certificate II Papermaking Operations)

FPPSTM210A	Monitor and control boiler operation
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Group C: Electrical power generation

(co-located in Certificate II Papermaking Operations)

FPPEPG210A	Monitor and control power generation system
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FPP20110**Certificate II in Pulping Operations****Group D: Stock preparations operations**

FPPSPR210A Monitor and control stock preparation systems

Group E: Pulping operations

FPPPUL210A Monitor and control pulping operations

Group F: Waste paper operations

FPPWPO210A Monitor and control waste paper operations

Group G: Primary resource operations

FPPRES210A Prepare and operate the woodchip production system

FPPRES250A Distribute woodchips

FPPRES260A Receive materials (co-located in Supplementary Electives)

FPPRES270A Unload materials (co-located in Supplementary Electives)

Group H: Water services

(co-located in Supplementary Electives and Certificate II in Papermaking Operations)

FPPWAS210A Operate water systems

Group I: Handling and preparing waste paper for pulp production

FPPHWP250A Store and dispatch waste paper

FPPHWP260A Receive waste paper

FPPHWP270A Unload waste paper

Group J: SUPPLEMENTARY ELECTIVES

Unit Code	Unit Name
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Chemical preparation

FPPCPR210A	Prepare chemical products
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Computer / process control equipment

FPPCSK310A	Operate process control equipment
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MSAPMOPS212A	Use enterprise computers or data systems
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Emergency procedures / safety

MSAPMOHS110A	Follow emergency response procedures
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PMAOHS211B	Prepare equipment for emergency response
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Environmental monitoring

FPPENV210A	Identify and monitor environmental discharges/emissions
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First aid

HLTFA301B	Apply first aid
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FPP20110**Certificate II in Pulping Operations**

MSAPMOHS220A

Provide initial first aid response

Load shifting

FPPMHV210A

Operate overhead crane

TLID1007C

Operate a forklift

TLID107C

Shift materials safely using manual handling methods

TLID1107C

Conduct specialised forklift operations

TLID1307C

Move materials mechanically using automated equipment

TLID207C

Shift a load using manually-operated equipment

TLID2407C

Use specialised liquid bulk transfer equipment
(gravity/pressurised)

TLID307E

Handle dangerous goods/hazardous substances

TLID3107C

Rig load

TLID3507C

Operate a boom type elevating work platform

TLID407C

Load and unload goods/cargo

TLID707C

Prepare cargo for transfer with slings

Planning and organising

FPPPLN210A

Plan and undertake a routine task

MEM14005A

Plan a complete activity

Preventative maintenance / operator maintainer

FPPPRM210A

Undertake operator level preventative maintenance

FPPPRM220A

Perform lubrication

MEM09002B

Interpret technical drawing

MEM12023A

Perform engineering measurements

MEM18001C

Use hand tools

MEM18002B

Use power tools/hand held operations

MEM18055B

Dismantle, replace and assemble engineering components

MSACMT281A

Contribute to the application of a proactive maintenance
strategy**Water services**

FPPWAS210A

Operate water systems (co-located in Industry Specific: Group
H)**Training and assessment**

TAEASS301A

Contribute to assessment

FPP20110**Certificate II in Pulping Operations**

TAEDEL301A Provide work skill instruction

Laboratory operations

MSL904001A Perform standard calibrations

MSL973001A Perform basic tests

Business support

FPPREL210A Contribute to effective working relationships

BSBWRK402A Empower workers

BSBWRK403A Communicate with workers

BSBWRK409A Prepare for and participate in dispute resolution

TLIA2207C Participate in stocktakes

Production support

FPPPRS210A Identify and rectify problems in the workplace

FPPPRV210A Operate ancillary equipment

MSACMS401A Ensure process improvements are sustained

MSACMT220A Apply quick changeover procedures

MSACMT240A Apply 5S procedures in a manufacturing environment

MSACMT250A Monitor process capability

MSACMT432A Analyse manual handling processes

MSACMT451A Mistake proof a production process

Security

CPPSEC2011A Control access to and exit from premises

CPPSEC2015A Patrol premises

Ordering / distribution / storage

FPPPUL250A Store and distribute pulped product

FPPRES260A Receive materials (co-located in Industry Specific: Group G)

FPPRES270A Unload materials (co-located in Industry Specific: Group G)

MEM11016B Order materials

TLIA1207C Pick and process orders

TLIA1607C Use inventory systems to organise stock control

Group K: SUPPORT ELECTIVES**Unit Code****Unit Name****Numeracy**

FPP20110**Certificate II in Pulping Operations**

FPPNUM210A	Estimate and calculate basic data
MEM12024A	Perform computations
MSACMT230A	Apply cost factors to work practices
OHS	
FPPOHS210A	Participate in OHS processes
FPPOHS310A	Contribute to OHS processes
Communication	
BSBCMM101A	Apply basic communication skills
BSBCMM201A	Communicate in the workplace
Sustainability	
FPPSUS210A	Apply sustainable work practices/policies
MSACMT270A	Use sustainable energy practices
MSACMT271A	Use sustainable environmental practices

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on the packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • Complete workplace forms • Read and interpret required documentation, procedures and reports • Use required forms of communication in applying basic quality practices
Teamwork	<ul style="list-style-type: none"> • Complete work in accordance with procedures and obtain appropriate sign off as required • Interpret and apply quality standards and procedures to individual and team work in accordance with SOP • Work as part of a team
Problem-solving	<ul style="list-style-type: none"> • Identify and action problems within level of responsibility • Make adjustments to processes in order to maintain specified product quality • Recognise non-standard situations and determine an appropriate action consistent with operating guidelines
Initiative and enterprise	<ul style="list-style-type: none"> • Identify and report faulty equipment according to SOP • Monitor and interpret information in relation to process control points • Query or raise matters about the scope of work if it varies from that normally undertaken
Planning and organising	<ul style="list-style-type: none"> • Identify and schedule housekeeping requirements as appropriate • Prioritise work station's process control points for checking and maintaining quality • Prioritise the need for corrective action based on potential risk or loss or damage if the required actions are not performed
Self-management	<ul style="list-style-type: none"> • Plan own work, including predicting consequences and identifying improvements • Read relevant safety information and apply safety precautions appropriate to the task/relevant to the practical operation of the process • Undertake work strictly in accordance with the provisions of any permit
Learning	<ul style="list-style-type: none"> • Correctly identify waste materials • Keep informed about changes to company quality assurance policy, practices and procedures • Make adjustments according to SOP
Technology	<ul style="list-style-type: none"> • Access, navigate and enter computer-based information • Keep plant and equipment clean and tidy • Record inspections, process variable values and/or test information in the reporting/recording system

Packaging Rules**Qualification Notes**

Total number of units = 12

2 Core units *plus*

10 Elective units

At least 1 and up to 4 elective units must be selected from a single Industry Specific group (**Groups A–I**)

A maximum of 1 elective unit must be selected from *each* of the following Support Electives groups

- Numeracy
- OHS
- Communication
- Sustainability

Remaining electives may be selected from the Supplementary Electives list and can include up to 2 units from an endorsed Training Package or state/territory accredited course

Elective units must be relevant to the work outcome sought, industry requirements and the qualification level. Units selected must not duplicate each other in content

Please note that imported units from other Training Packages are for the purpose of Industry assessment only and that any licensing requirements are to be dealt with through specific Licensing Units, undertaken prior to this qualification and in such a manner as to meet state and territory licensing requirements

CORE UNITS

Unit Code	Unit Name
FPPQAS210A	Apply basic quality practices
MSAPMSUP101A	Clean workplace or equipment

ELECTIVE UNITS**INDUSTRY SPECIFIC**

Unit Code	Unit Name
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Group A: Chemical recovery operations

(co-located in Certificate II Pulping Operations)

FPPREC210A	Monitor and control chemical recovery operations
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Group B: Steam generation

(co-located in Certificate II Pulping Operations)

FPPSTM210A	Monitor and control boiler operation
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Group C: Electrical power generation

(co-located in Certificate II Pulping Operations)

FPPEPG210A	Monitor and control power generation system
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FPP20210**Certificate II in Papermaking Operations****Group D: Wet end operations**

FPPWEO210A Monitor and control wet end operations

Group E: Dry end operations

FPPDEO210A Monitor and control dry end operations

Group F: Coated paper processes

FPPCPP210A Monitor and control coated paper processes

Group G: Finishing and converting

FPPFCO210A Monitor, control and shut down finishing and converting operations

Group H: Water services

(co-located in Supplementary Electives and Certificate II Pulping Operations)

FPPWAS210A Operate water systems

Group I: Warehousing and dispatch

FPPWAR250A Store product

FPPWAR255A Prepare and dispatch product

FPPWAR280A Warehouse product packaging

Group J: SUPPLEMENTARY ELECTIVES

Unit Code Unit Name

Chemical preparation

FPPCPR210A Prepare chemical products

Computer / process control equipment

FPPCSK310A Operate process control equipment

MSAPMOPS212A Use enterprise computers or data systems

Emergency procedures / safety

MSAPMOHS110A Follow emergency response procedures

PMAOHS211B Prepare equipment for emergency response

Environmental monitoring

FPPENV210A Identify and monitor environmental discharges/emissions

First aid

HLTFA301B Apply first aid

MSAPMOHS220A Provide initial first aid response

Load shifting

FPPMHV210A Operate overhead crane

FPP20210**Certificate II in Papermaking Operations**

TLID1007C	Operate a forklift
TLID107C	Shift materials safely using manual handling methods
TLID1107C	Conduct specialised forklift operations
TLID1307C	Move materials mechanically using automated equipment
TLID207C	Shift a load using manually-operated equipment
TLID2407C	Use specialised liquid bulk transfer equipment (gravity/pressurised)
TLID307E	Handle dangerous goods/hazardous substances
TLID3107C	Rig load
TLID3507C	Operate a boom type elevating work platform
TLID407C	Load and unload goods/cargo
TLID707C	Prepare cargo for transfer with slings

Planning and organising

FPPPLN210A	Plan and undertake a routine task
MEM14005A	Plan a complete activity

Preventative maintenance / operator maintainer

FPPPRM210A	Undertake operator level preventative maintenance
FPPPRM220A	Perform lubrication
MEM09002B	Interpret technical drawing
MEM12023A	Perform engineering measurements
MEM18001C	Use hand tools
MEM18002B	Use power tools/hand held operations
MEM18055B	Dismantle, replace and assemble engineering components
MSACMT281A	Contribute to the application of a proactive maintenance strategy

Water services

FPPWAS210A	Operate water systems (co-located in Industry Specific: Group H)
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Primary resource operations

FPPRES260A	Receive materials
FPPRES270A	Unload materials

Training and assessment

TAEASS301A	Contribute to assessment
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FPP20210**Certificate II in Papermaking Operations**

TAEDEL301A Provide work skill instruction

Laboratory operations

MSL904001A Perform standard calibrations

MSL973001A Perform basic tests

Business support

FPPREL210A Contribute to effective working relationships

BSBWRK402A Empower workers

BSBWRK403A Communicate with workers

BSBWRK409A Prepare for and participate in dispute resolution

TLIA2207C Participate in stocktakes

Production support

FPPPRS210A Identify and rectify problems in the workplace

FPPPRV210A Operate ancillary equipment

MSACMS401A Ensure process improvements are sustained

MSACMT220A Apply quick changeover procedures

MSACMT240A Apply 5S procedures in a manufacturing environment

MSACMT250A Monitor process capability

MSACMT432A Analyse manual handling processes

MSACMT451A Mistake proof a production process

Security

CPPSEC2011A Control access to and exit from premises

CPPSEC2015A Patrol premises

Ordering / distribution / storage

FPPPUL250A Store and distribute pulped product

MEM11016B Order materials

TLIA1207C Pick and process orders

TLIA1607C Use inventory systems to organise stock control

Group K: SUPPORT ELECTIVES

Unit Code **Unit Name**

Numeracy

FPPNUM210A Estimate and calculate basic data

MEM12024A Perform computations

FPP20210**Certificate II in Papermaking Operations**

MSACMT230A

Apply cost factors to work practices

OHS

FPPOHS210A

Participate in OHS processes

FPPOHS310A

Contribute to OHS processes

Communication

BSBCMM101A

Apply basic communication skills

BSBCMM201A

Communicate in the workplace

Sustainability

FPPSUS210A

Apply sustainable work practices/policies

MSACMT270A

Use sustainable energy practices

MSACMT271A

Use sustainable environmental practices

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on the packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • Complete workplace forms • Read and interpret required documentation, procedures and reports • Use required forms of communication in applying basic quality practices
Teamwork	<ul style="list-style-type: none"> • Complete work in accordance with procedures and obtain appropriate sign off as required • Interpret and apply quality standards and procedures to individual and team work in accordance with SOP • Work as part of a team
Problem-solving	<ul style="list-style-type: none"> • Identify and action problems within level of responsibility • Make adjustments to processes in order to maintain specified product quality • Recognise non-standard situations and then determine an appropriate action which is consistent with operating guidelines
Initiative and enterprise	<ul style="list-style-type: none"> • Identify and report faulty equipment according to SOP • Monitor and interpret information in relation to process control points • Query or raise matters about the scope of work if it varies from that normally undertaken
Planning and organising	<ul style="list-style-type: none"> • Identify and schedule housekeeping requirements as appropriate • Prioritise work station's process control points for checking and maintaining quality • Prioritise the need for corrective action based on potential risk or loss or damage if the required actions are not performed
Self-management	<ul style="list-style-type: none"> • Plan own work, including predicting consequences and identifying improvements • Read relevant safety information and apply safety precautions appropriate to the task/relevant to the practical operation of the process • Undertake work strictly in accordance with the provisions of any permit
Learning	<ul style="list-style-type: none"> • Correctly identify waste materials • Keep informed about changes to company quality assurance policy, practices and procedures • Make adjustments according to SOP
Technology	<ul style="list-style-type: none"> • Access, navigate and enter computer-based information • Keep plant and equipment clean and tidy • Record inspections, process variable values and/or test information in the reporting/recording system

FPP30110

Certificate III in Pulping Operations

Packaging Rules

Qualification Notes

Total number of units = 11

2 Core units *plus*

9 Elective units

At least 1 and up to 3 elective units must be selected from a single Industry Specific group (**Groups A–H**), and must include a start up, shut down or troubleshoot and rectify unit

A maximum of 1 elective unit must be selected from *each* of the following Support Electives groups

- Numeracy
- OHS
- Quality
- Sustainability

Remaining electives may be selected from the Supplementary Electives list and can include up to 2 units from an endorsed Training Package or state/territory accredited course

Elective units must be relevant to the work outcome sought, industry requirements and the qualification level. Units selected must not duplicate each other in content

Please note that imported units from other Training Packages are for the purpose of Industry assessment only and that any licensing requirements are to be dealt with through specific Licensing Units, undertaken prior to this qualification and in such a manner as to meet state and territory licensing requirements

CORE UNITS

Unit Code	Unit Name
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FPPPRS210A	Identify and rectify problems in the workplace
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BSBCMM201A	Communicate in the workplace
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ELECTIVE UNITS

INDUSTRY SPECIFIC

Unit Code	Unit Name
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Group A: Chemical recovery operations

(co-located in Certificate III Papermaking Operations)

FPPREC210A	Monitor and control chemical recovery operations
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FPPREC320A	Prepare and start up chemical recovery operations
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FPPREC330A	Co-ordinate and implement chemical recovery shutdowns
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Group B: Steam generation

(co-located in Certificate III Papermaking Operations)

FPPSTM210A	Monitor and control boiler operation
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FPPSTM320A	Manage steam boiler startup
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FPP30110**Certificate III in Pulping Operations**

FPPSTM330A Shut down and bank steam boiler

Group C: Electrical power generation

(co-located in Certificate III Papermaking Operations)

FPPEPG210A Monitor and control power generation system

FPPEPG320A Manage a power generation system startup

FPPEPG330A Co-ordinate power generation system shutdown

Group D: Stock preparations operations

FPPSPR210A Monitor and control stock preparation systems

FPPSPR320A Prepare and start up stock preparation system for production

FPPSPR330A Co-ordinate and implement stock preparation system shutdown

Group E: Pulping operations

FPPPUL210A Monitor and control pulping operations

FPPPUL320A Prepare and start up pulping system operations

FPPPUL330A Co-ordinate and implement pulping plant shutdowns

Group F: Waste paper operations

FPPWPO210A Monitor and control waste paper operations

FPPWPO320A Prepare and start up waste paper operations

FPPWPO330A Co-ordinate and implement waste paper shutdown

Group G: Primary resource operations

FPPRES210A Prepare and operate the woodchip production system

FPPRES340A Troubleshoot and rectify primary resource operations

Group H: Water services

(co-located in Supplementary Electives and Certificate III Papermaking Operations)

FPPWAS340A Troubleshoot and rectify water systems

Group I: SUPPLEMENTARY ELECTIVES

Unit Code Unit Name

Chemical preparation

FPPCPR210A Prepare chemical products

Computer / process control equipment

FPPCSK310A Operate process control equipment

MSAPMOPS212A Use enterprise computers or data systems

Emergency procedures / safety

FPP30110**Certificate III in Pulping Operations**

BSBOHS402B	Contribute to the implementation of the OHS consultation process
BSBOHS403B	Identify hazards and assess OHS risks
BSBOHS407A	Monitor a safe workplace
MSAPMOHS110A	Follow emergency response procedures
PMAOHS211B	Prepare equipment for emergency response

Environmental monitoring

FPPENV210A	Identify and monitor environmental discharges/emissions
FPPENV320A	Monitor and control environmental hazards

First aid

HLTFA301B	Apply first aid
MSAPMOHS220A	Provide initial first aid response

Load shifting

FPPMHV210A	Operate overhead crane
TLID1007C	Operate a forklift
TLID1107C	Conduct specialised forklift operations
TLID1307C	Move materials mechanically using automated equipment
TLID2407C	Use specialised liquid bulk transfer equipment (gravity/pressurised)
TLID307E	Handle dangerous goods/hazardous substances
TLID3107C	Rig load
TLID3507C	Operate a boom type elevating work platform
TLID707C	Prepare cargo for transfer with slings

Planning and organising

MEM14005A	Plan a complete activity
MEM30020A	Develop and manage a plan for a simple manufacturing related project
BSBADM405B	Organise meetings

Preventative maintenance / operator maintainer

FPPPRM210A	Undertake operator level preventative maintenance
FPPPRM220A	Perform lubrication
MEM09002B	Interpret technical drawing
MEM12023A	Perform engineering measurements

FPP30110**Certificate III in Pulping Operations**

MEM18001C	Use hand tools
MEM18002B	Use power tools/hand held operations
MEM18003C	Use tools for precision work
MEM18006C	Repair and fit engineering components
MEM18007B	Maintain and repair mechanical drives and mechanical transmission assemblies
MEM18009B	Perform levelling and alignment of machines and engineering components
MEM18010C	Perform equipment condition monitoring and recording (<i>unit has pre-requisites</i>) MEM09002B Interpret technical drawing MEM12023A Perform engineering measurements MEM18001C Use hand tools MEM18002B Use power tools/hand held operations MEM18055B Dismantle, replace and assemble engineering components
MEM18055B	Dismantle, replace and assemble engineering components
MSACMT281A	Contribute to the application of a proactive maintenance strategy

Water services

FPPWAS210A	Operate water systems
FPPWAS340A	Troubleshoot and rectify water systems (co-located in Industry Specific: Group H)

Business support

FPPREL210A	Contribute to effective working relationships
BSBFLM305C	Support operational plan
BSBFLM309C	Support continuous improvement systems and processes
BSBFLM311C	Support a workplace learning environment
BSBFLM312C	Contribute to team effectiveness
BSBRES401A	Analyse and present research information
BSBRK401A	Identify risk and apply risk management processes
BSBWRK402A	Empower workers
BSBWRK403A	Communicate with workers
BSBWRK404A	Promote equality of opportunity and fair treatment for all workers
BSBWRK406A	Participate in the bargaining process

FPP30110**Certificate III in Pulping Operations**

BSBWRK407A	Provide advice to union members
BSBWRK408A	Undertake negotiations
BSBWRK409A	Prepare for and participate in dispute resolution

Training and assessment

TAEASS301A	Contribute to assessment
TAEDEL301A	Provide work skill instruction
TAEDEL404A	Mentor in the workplace
TAEASS401A	Plan assessment activities and processes
TAEASS402A	Assess competence
TAEASS403A	Participate in assessment validation

Laboratory operations

MSL904001A	Perform standard calibrations
MSL973001A	Perform basic tests

Production support

FPPPRS320A	Solve systemic problems in the workplace
FPPPRV210A	Operate ancillary equipment
FPPPRV320A	Co-ordinate and direct clothing changes
MEM18011C	Shut down and isolate machines/equipment
MSACMS401A	Ensure process improvements are sustained
MSACMT220A	Apply quick changeover procedures
MSACMT240A	Apply 5S procedures in a manufacturing environment
MSACMT250A	Monitor process capability
MSACMT432A	Analyse manual handling processes
MSACMT440A	Lead 5S in a manufacturing environment
MSACMT451A	Mistake proof a production process

Security

CPPSEC2011A	Control access to and exit from premises
CPPSEC2015A	Patrol premises
CPPSEC3007A	Maintain security of environment

Turbine operations

UEPOPS341A	Shut down a steam turbine
UEPOPS411A	Run up a steam turbine

FPP30110**Certificate III in Pulping Operations****Group J: SUPPORT ELECTIVES****Unit Code****Unit Name****Numeracy**

FPPNUM210A	Estimate and calculate basic data
FPPNUM320A	Measure and calculate routine workplace data
MSACMT452A	Apply statistics to processes in manufacturing

OHS

FPPOHS310A	Contribute to OHS processes
FPPOHS320A	Maintain OHS processes

Quality

FPPQAS210A	Apply basic quality practices
MSACMT251A	Apply quality standards

Sustainability

FPPSUS210A	Apply sustainable work practices/policies
MSACMT270A	Use sustainable energy practices
MSACMT271A	Use sustainable environmental practices

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on the packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • Document and report problems and solutions • Read and interpret required documentation, procedures and reports • Use required forms of communication in identifying and rectifying problems in the workplace
Teamwork	<ul style="list-style-type: none"> • Communicate in a way that responds positively to individual differences • Report problems and solutions to relevant personnel as required • Request advice and receive feedback
Problem-solving	<ul style="list-style-type: none"> • Analyse and use sensory information to adjust processes to maximise safety, quality and productivity • Identify and describe problems and their effects within OHS regulations, environmental and safe working requirements/practices, SOP and housekeeping requirements • Rectify problems within level of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • Determine impact of problems on machinery performance • Take timely corrective action to maximise safety, quality and productivity • Use troubleshooting guides and diagnostic procedures
Planning and organising	<ul style="list-style-type: none"> • Identify work requirements, and understand and process basic workplace documentation • Plan work priorities and arrangements • Prioritise possible causes for investigation
Self-management	<ul style="list-style-type: none"> • Analyse and determine possible problem causes in a timely manner • Maintain situational awareness in the work area • Respond to instructions or enquiries promptly and in accordance with organisational requirements
Learning	<ul style="list-style-type: none"> • Communicate effectively with personnel to assist with analysis and resolution of operational problems • Identify, access and interpret relevant historical and operational data and information • Keep informed of changes to legislation, licensing and certification requirements
Technology	<ul style="list-style-type: none"> • Access, navigate and enter computer-based information • Select and use technology appropriate to communication tasks • Use electronic and other control systems to control equipment and processes as required

Packaging Rules**Qualification Notes**

Total number of units = 11

2 Core units *plus*

9 Elective units

At least 1 and up to 3 elective units must be selected from a single Industry Specific group (**Groups A–H**), and must include a start up, shut down or troubleshoot and rectify unit

A maximum of 1 elective unit must be selected from *each* of the following Support Electives groups

- Numeracy
- OHS
- Quality
- Sustainability

Remaining electives may be selected from the Supplementary Electives list and can include up to 2 units from an endorsed Training Package or state/territory accredited course

Elective units must be relevant to the work outcome sought, industry requirements and the qualification level. Units selected must not duplicate each other in content

Please note that imported units from other Training Packages are for the purpose of Industry assessment only and that any licensing requirements are to be dealt with through specific Licensing Units, undertaken prior to this qualification and in such a manner as to meet state and territory licensing requirements

CORE UNITS**Unit Code****Unit Name**

FPPPRS210A

Identify and rectify problems in the workplace

BSBCMM201A

Communicate in the workplace

ELECTIVE UNITS**INDUSTRY SPECIFIC****Unit Code****Unit Name****Group A: Chemical recovery operations**

(co-located in Certificate III Pulping Operations)

FPPREC210A

Monitor and control chemical recovery operations

FPPREC320A

Prepare and start up chemical recovery operations

FPPREC330A

Co-ordinate and implement chemical recovery shutdowns

Group B: Steam generation

(co-located in Certificate III Pulping Operations)

FPPSTM210A

Monitor and control boiler operation

FPPSTM320A

Manage steam boiler startup

FPP30210**Certificate III in Papermaking Operations**

FPPSTM330A Shut down and bank steam boiler

Group C: Electrical power generation

(co-located in Certificate III Pulpig Operations)

FPPEPG210A Monitor and control power generation system

FPPEPG320A Manage a power generation system startup

FPPEPG330A Co-ordinate power generation system shutdown

Group D: Wet end operations

FPPWEO210A Monitor and control wet end operations

FPPWEO320A Prepare and start up wet end operations

FPPWEO330A Co-ordinate and implement wet end shutdown

Group E: Dry end operations

FPPDEO210A Monitor and control dry end operations

FPPDEO320A Prepare and start up dry end operations

FPPDEO330A Co-ordinate and implement dry end shutdown

Group F: Coated paper processes

FPPCPP210A Monitor and control coated paper processes

FPPCPP320A Prepare and start up coated paper processes

FPPCPP330A Co-ordinate the shutdown of coated paper processes

Group G: Finishing and converting

FPPFCO320A Prepare and start up finishing and converting operations

FPPFCO340A Troubleshoot and rectify finishing and
converting systems

Group H: Water services

(co-located in Supplementary Electives and Certificate III Pulpig Operations)

FPPWAS340A Troubleshoot and rectify water systems

Group I: SUPPLEMENTARY ELECTIVES

Unit Code Unit Name

Chemical preparation

FPPCPR210A Prepare chemical products

Computer / process control equipment

FPPCSK310A Operate process control equipment

MSAPMOPS212A Use enterprise computers or data systems

Emergency procedures / safety

FPP30210**Certificate III in Papermaking Operations**

BSBOHS402B	Contribute to the implementation of the OHS consultation process
BSBOHS403B	Identify hazards and assess OHS risks
BSBOHS407A	Monitor a safe workplace
MSAPMOHS110A	Follow emergency response procedures
PMAOHS211B	Prepare equipment for emergency response

Environmental monitoring

FPPENV210A	Identify and monitor environmental discharges/emissions
FPPENV320A	Monitor and control environmental hazards

First aid

HLTFA301B	Apply first aid
MSAPMOHS220A	Provide initial first aid response

Load shifting

FPPMHV210A	Operate overhead crane
TLID1007C	Operate a forklift
TLID1107C	Conduct specialised forklift operations
TLID1307C	Move materials mechanically using automated equipment
TLID2407C	Use specialised liquid bulk transfer equipment (gravity/pressurised)
TLID307E	Handle dangerous goods/hazardous substances
TLID3107C	Rig load
TLID3507C	Operate a boom type elevating work platform
TLID707C	Prepare cargo for transfer with slings

Planning and organising

BSBADM405B	Organise meetings
MEM14005A	Plan a complete activity
MEM30020A	Develop and manage a plan for a simple manufacturing related project

Preventative maintenance / operator maintainer

FPPPRM210A	Undertake operator level preventative maintenance
FPPPRM220A	Perform lubrication
MEM09002B	Interpret technical drawing
MEM12023A	Perform engineering measurements

FPP30210**Certificate III in Papermaking Operations**

MEM18001C	Use hand tools
MEM18002B	Use power tools/hand held operations
MEM18003C	Use tools for precision work
MEM18006C	Repair and fit engineering components
MEM18007B	Maintain and repair mechanical drives and mechanical transmission assemblies
MEM18009B	Perform levelling and alignment of machines and engineering components
MEM18010C	Perform equipment condition monitoring and recording (<i>unit has pre-requisites</i>) MEM09002B Interpret technical drawing MEM12023A Perform engineering measurements MEM18001C Use hand tools MEM18002B Use power tools/hand held operations MEM18055B Dismantle, replace and assemble engineering components
MEM18055B	Dismantle, replace and assemble engineering components
MSACMT281A	Contribute to the application of a proactive maintenance strategy

Water services

FPPWAS210A	Operate water systems
FPPWAS340A	Troubleshoot and rectify water systems (co-located in Industry Specific: Group H)

Business support

FPPREL210A	Contribute to effective working relationships
BSBFLM305C	Support operational plan
BSBFLM309C	Support continuous improvement systems and processes
BSBFLM311C	Support a workplace learning environment
BSBFLM312C	Contribute to team effectiveness
BSBRES401A	Analyse and present research information
BSBRK401A	Identify risk and apply risk management processes
BSBWRK402A	Empower workers
BSBWRK403A	Communicate with workers
BSBWRK404A	Promote equality of opportunity and fair treatment for all workers
BSBWRK406A	Participate in the bargaining process
BSBWRK407A	Provide advice to union members

FPP30210**Certificate III in Papermaking Operations**

BSBWRK408A	Undertake negotiations
BSBWRK409A	Prepare for and participate in dispute resolution

Training and assessment

TAEASS301A	Contribute to assessment
TAEDEL301A	Provide work skill instruction
TAEDEL404A	Mentor in the workplace
TAEASS401A	Plan assessment activities and processes
TAEASS402A	Assess competence
TAEASS403A	Participate in assessment validation

Laboratory operations

MSL904001A	Perform standard calibrations
MSL973001A	Perform basic tests

Production support

FPPPRS320A	Solve systemic problems in the workplace
FPPPRV210A	Operate ancillary equipment
FPPPRV320A	Co-ordinate and direct clothing changes
MEM18011C	Shut down and isolate machines/equipment
MSACMS401A	Ensure process improvements are sustained
MSACMT220A	Apply quick changeover procedures
MSACMT240A	Apply 5S procedures in a manufacturing environment
MSACMT250A	Monitor process capability
MSACMT432A	Analyse manual handling processes
MSACMT440A	Lead 5S in a manufacturing environment
MSACMT451A	Mistake proof a production process

Security

CPPSEC2011A	Control access to and exit from premises
CPPSEC2015A	Patrol premises
CPPSEC3007A	Maintain security of environment

Group J: SUPPORT ELECTIVES**Unit Code Unit Name****Numeracy**

FPPNUM210A	Estimate and calculate basic data
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FPP30210**Certificate III in Papermaking Operations**

FPPNUM320A Measure and calculate routine workplace data

MSACMT452A Apply statistics to processes in manufacturing

OHS

FPPOHS310A Contribute to OHS processes

FPPOHS320A Maintain OHS processes

Quality

FPPQAS210A Apply basic quality practices

MSACMT251A Apply quality standards

Sustainability

FPPSUS210A Apply sustainable work practices/policies

MSACMT270A Use sustainable energy practices

MSACMT271A Use sustainable environmental practices

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on the packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • Document and report problems and solutions • Read and interpret required documentation, procedures and reports • Use required forms of communication in identifying and rectifying problems in the workplace
Teamwork	<ul style="list-style-type: none"> • Communicate in a way that responds positively to individual differences • Report problems and solutions to relevant personnel as required • Request advice and receive feedback
Problem-solving	<ul style="list-style-type: none"> • Analyse and use sensory information to adjust process to maximise safety, quality and productivity • Identify and describe problems and their effects within OHS regulations, environmental and safe working requirements/practices, SOP and housekeeping requirements • Rectify problems within level of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • Determine impact of problems on machinery performance • Take timely corrective action to maximise safety, quality and productivity • Use troubleshooting guides and diagnostic procedures
Planning and organising	<ul style="list-style-type: none"> • Identify work requirements, and understand and process basic workplace documentation • Plan work priorities and arrangements • Prioritise possible causes for investigation
Self-management	<ul style="list-style-type: none"> • Analyse and determine possible problem causes in a timely manner • Maintain situational awareness in the work area • Respond to instructions or enquiries promptly and in accordance with organisational requirements
Learning	<ul style="list-style-type: none"> • Communicate effectively with personnel to assist with analysis and resolution of operational problems • Identify, access and interpret relevant historical and operational data and information • Keep informed of changes to legislation, licensing and certification requirements
Technology	<ul style="list-style-type: none"> • Access, navigate and enter computer-based information • Select and use technology appropriate to communication tasks • Use electronic and other control systems to control equipment and processes as required

FPP40110

Certificate IV in Pulping Operations

Packaging Rules

Qualification Notes

Entry Requirements

The following units of competency must be achieved either prior to enrolling in a qualification or being issued a qualification in Certificate IV in Pulping Operations

Please note that imported units from other Training Packages are for the purpose of Industry assessment only and that any licensing requirements are to be dealt with through specific Licensing Units, undertaken prior to this qualification and in such a manner as to meet state and territory licensing requirements

If **Group A** Elective is chosen:

FPPREC210A Monitor and control chemical recovery operations

FPPREC320A Prepare and start up chemical recovery operations

FPPREC330A Co-ordinate and implement chemical recovery shutdowns

If **Group B** Elective is chosen:

FPPSTM210A Monitor and control boiler operation

FPPSTM320A Manage steam boiler startup

FPPSTM330A Shut down and bank steam boiler

If **Group C** Elective is chosen:

FPPEPG210A Monitor and control power generation system

FPPEPG320A Manage a power generation system startup

FPPEPG330A Co-ordinate power generation system shutdown

If **Group D** Elective is chosen:

FPPSPR210A Monitor and control stock preparation systems

FPPSPR320A Prepare and start up stock preparation system for production

FPPSPR330A Co-ordinate and implement stock preparation system shutdown

If **Group E** Elective is chosen:

FPPPUL210A Monitor and control pulping operations

FPPPUL250A Store and distribute pulped product

FPPPUL320A Prepare and start up pulping system operations

If **Group F** Elective is chosen:

FPPWPO210A Monitor and control waste paper operations

FPPWPO320A Prepare and start up waste paper operations

FPPWPO330A Co-ordinate and implement waste paper shutdown

Total number of units = 10

2 Core units *plus*

8 Elective units

A maximum of 1 elective unit must be selected from a single Industry Specific group (**Groups A–F**)

A maximum of 1 elective unit must be selected from *each* of the following Support Electives groups

FPP40110**Certificate IV in Pulping Operations**

- Numeracy
- OHS
- Quality
- Sustainability

Remaining electives may be selected from the Supplementary Electives list and can include up to 2 units from an endorsed Training Package or state/territory accredited course

Elective units must be relevant to the work outcome sought, industry requirements and the qualification level. Units selected must not duplicate each other in content

CORE UNITS**Unit Code****Unit Name**

FPPPRS320A

Solve systemic problems in the workplace

TLIE607D

Collect, analyse and present workplace data and information

ELECTIVE UNITS**INDUSTRY SPECIFIC****Unit Code****Unit Name****Group A: Chemical recovery operations**

(co-located in Certificate IV Papermaking Operations)

FPPREC440A

Troubleshoot and rectify chemical recovery operations

Group B: Steam generation

(co-located in Certificate IV Papermaking Operations)

FPPSTM440A

Troubleshoot and rectify boiler plant systems

Group C: Electrical power generation

(co-located in Certificate IV Papermaking Operations)

FPPEPG440A

Troubleshoot and rectify power generation system

Group D: Stock preparations operations

FPPSPR440A

Troubleshoot and rectify stock preparation systems

Group E: Pulping operations

FPPPUL440A

Troubleshoot and rectify pulping processes

Group F: Waste paper operations

FPPWPO440A

Troubleshoot and rectify waste paper operations

Group G: SUPPLEMENTARY ELECTIVES**Unit Code****Unit Name****Computers / process control equipment**

FPPCSK310A

Operate process control equipment

FPP40110**Certificate IV in Pulping Operations****Emergency procedures / safety**

FPPOHS410A	Identify, assess and control OHS risk in own work
BSBOHS401B	Contribute to the implementation of a systematic approach to managing OHS
BSBOHS402B	Contribute to the implementation of the OHS consultation process
BSBOHS403B	Identify hazards and assess OHS risks
BSBOHS404B	Contribute to the implementation of strategies to control OHS risk
BSBOHS405B	Contribute to the implementation of emergency procedures
BSBOHS406C	Use equipment to conduct workplace monitoring
BSBOHS407A	Monitor a safe workplace
BSBOHS408A	Assist with compliance with OHS and other laws
MSAPMOHS110A	Follow emergency response procedures

Environmental monitoring

FPPENV320A	Monitor and control environmental hazards
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First aid

MSAPMOHS220A	Provide initial first aid response
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Planning and organising

FPPPLN420A	Plan a complex activity
BSBADM405B	Organise meetings
MEM14005A	Plan a complete activity
MEM30020A	Develop and manage a plan for a simple manufacturing related project
PSPPM402B	Manage simple projects

Water services

FPPWAS340A	Troubleshoot and rectify water systems
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Business support

FPPQAS430A	Oversee quality assurance process
BSBCMM401A	Make a presentation
BSBFLM305C	Support operational plan
BSBFLM309C	Support continuous improvement systems and processes
BSBFLM311C	Support a workplace learning environment
BSBREL401A	Establish networks

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BSBRK401A	Identify risk and apply risk management processes
BSBWOR401A	Establish effective workplace relationships
BSBWOR402A	Promote team effectiveness
BSBWRK402A	Empower workers
BSBWRK403A	Communicate with workers
BSBWRK404A	Promote equality of opportunity and fair treatment for all workers
BSBWRK406A	Participate in the bargaining process
BSBWRK407A	Provide advice to union members
BSBWRK408A	Undertake negotiations
BSBWRK409A	Prepare for and participate in dispute resolution
MSAPMSUP382A	Provide coaching/mentoring in the workplace

Training and assessment

TAAASS501B	Lead and coordinate assessment systems and services
TAADES502B	Design and develop learning resources
TAEASS301A	Contribute to assessment
TAEASS502A	Design and develop assessment tools
TAEDEL401A	Plan, organise and deliver group-based learning
TAEDEL402A	Plan, organise and facilitate learning in the workplace
TAEDEL404A	Mentor in the workplace
TAEDES401A	Design and develop learning programs
TAEDES402A	Use training packages and accredited courses to meet client needs
TAETAS501A	Undertake organisational training needs analysis
TAEASS401A	Plan assessment activities and processes
TAEASS402A	Assess competence
TAEASS403A	Participate in assessment validation

Laboratory operations

MSL904001A	Perform standard calibrations
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Production support

FPPPRV320A	Co-ordinate and direct clothing changes
MEM18011C	Shut down and isolate machines/equipment
MSACMC411A	Lead a competitive manufacturing team

FPP40110**Certificate IV in Pulping Operations**

MSACMS400A	Implement a competitive manufacturing system
MSACMS401A	Ensure process improvements are sustained
MSACMT220A	Apply quick changeover procedures
MSACMT240A	Apply 5S procedures in a manufacturing environment
MSACMT250A	Monitor process capability
MSACMT432A	Analyse manual handling processes
MSACMT440A	Lead 5S in a manufacturing environment
MSACMT451A	Mistake proof a production process

Turbine operations

UEPOPS341A	Shut down a steam turbine
UEPOPS411A	Run up a steam turbine

Group H: SUPPORT ELECTIVES**Unit Code Unit Name****Numeracy**

FPPNUM320A	Measure and calculate routine workplace data
FPPNUM430A	Calculate and analyse production and financial performance
MSACMT452A	Apply statistics to processes in manufacturing

OHS

FPPOHS320A	Maintain OHS processes
FPPOHS420A	Manage OHS processes

Quality

FPPQAS420A	Co-ordinate in-process quality assurance
MSACMT251A	Apply quality standards
MSAPMSUP400A	Develop and monitor quality systems

Sustainability

FPPSUS210A	Apply sustainable work practices/policies
MSACMT270A	Use sustainable energy practices
MSACMT271A	Use sustainable environmental practices
MSAENV472B	Implement and monitor environmentally sustainable work practices

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on the packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • Communicate effectively with others when collecting, analysing and presenting workplace data and information • Communicate outcomes of problem solutions to team and appropriate personnel • Read complex text
Teamwork	<ul style="list-style-type: none"> • Assemble team for analysis • Lead and manage team processes • Refer problems to appropriate group or department
Problem-solving	<ul style="list-style-type: none"> • Devise appropriate action and solutions to typical presentation and communication problems • Promptly report and/or rectify any identified problems that may arise when collecting, analysing and presenting workplace data and information in accordance with regulatory requirements and workplace procedures • Rectify problems within level of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • Identify causes and effects of faults and corrective action on associated processes • Implement contingency plans if required • Modify activities depending on differing operational contingencies, risk situations and environments
Planning and organising	<ul style="list-style-type: none"> • Develop action plan including contingencies • Identify and organise resources to implement action plan • Organise and present processed information in a logical manner
Self-management	<ul style="list-style-type: none"> • Demonstrate leadership • Interpret and follow operational instructions and prioritise work • Maintain situational awareness in work area
Learning	<ul style="list-style-type: none"> • Assess available types of problem solving activities/methodologies and determine most appropriate, such as e-learning tools • Assist others to identify and resolve operational problems in the workplace • Assist team members where required
Technology	<ul style="list-style-type: none"> • Identify and use required communication and presentation technology • Solve systemic problems in the pulp and paper industry, typically involving complex integrated equipment and continuous operations • Use electronic and other control systems to control equipment and processes as required

FPP40210

Certificate IV in Papermaking Operations

Packaging Rules

Qualification Notes

Entry Requirements

The following units of competency must be achieved either prior to enrolling in a qualification or being issued a qualification in Certificate IV in Papermaking Operations

Please note that imported units from other Training Packages are for the purpose of Industry assessment only and that any licensing requirements are to be dealt with through specific Licensing Units, undertaken prior to this qualification and in such a manner as to meet state and territory licensing requirements

If **Group A** Elective is chosen:

FPPREC210A Monitor and control chemical recovery operations

FPPREC320A Prepare and start up chemical recovery operations

FPPREC330A Co-ordinate and implement chemical recovery shutdowns

If **Group B** Elective is chosen:

FPPSTM210A Monitor and control boiler operation

FPPSTM320A Manage steam boiler startup

FPPSTM330A Shut down and bank steam boiler

If **Group C** Elective is chosen:

FPPEPG210A Monitor and control power generation system

FPPEPG320A Manage a power generation system startup

FPPEPG330A Co-ordinate power generation system shutdown

If **Group D** Elective is chosen:

FPPWEO210A Monitor and control wet end operations

FPPWEO320A Prepare and start up wet end operations

FPPWEO330A Co-ordinate and implement wet end shutdown

If **Group E** Elective is chosen:

FPPDEO210A Monitor and control dry end operations

FPPDEO320A Prepare and start up dry end operations

FPPDEO330A Co-ordinate and implement dry end shutdown

If **Group F** Elective is chosen

FPPCPP210A Monitor and control coated paper processes

FPPCPP320A Prepare and start up coated paper processes

FPPCPP330A Co-ordinate the shutdown of coated paper processes

If **Group G** Elective is chosen:

FPPFCO210A Monitor, control and shut down finishing and converting operations

FPPFCO320A Prepare and start up finishing and converting operations

Total number of units = 10

2 Core units *plus*

8 Elective units

A maximum of 1 elective unit must be selected from a single Industry Specific group

FPP40210
(Groups A–G)

Certificate IV in Papermaking Operations

A maximum of 1 elective unit must be selected from *each* of the following Support Electives groups

- Numeracy
- OHS
- Quality
- Sustainability

Remaining electives may be selected from the Supplementary Electives list and can include up to 2 units from an endorsed Training Package or state/territory accredited course

Elective units must be relevant to the work outcome sought, industry requirements and the qualification level. Units selected must not duplicate each other in content

CORE UNITS

Unit Code

Unit Name

FPPPRS320A

Solve systemic problems in the workplace

TLIE607D

Collect, analyse and present workplace data and information

ELECTIVE UNITS

INDUSTRY SPECIFIC

Unit Code

Unit Name

Group A: Chemical recovery operations

(co-located in Certificate IV Pulping Operations)

FPPREC440A

Troubleshoot and rectify chemical recovery operations

Group B: Steam generation

(co-located in Certificate IV Pulping Operations)

FPPSTM440A

Troubleshoot and rectify boiler plant systems

Group C: Electrical power generation

(co-located in Certificate IV Pulping Operations)

FPPEPG440A

Troubleshoot and rectify power generation system

Group D: Wet end operations

FPPWEO440A

Troubleshoot and rectify wet end systems

Group E: Dry end operations

FPPDEO440A

Troubleshoot and rectify dry end systems

Group F: Coated paper processes

FPPCPP440A

Troubleshoot and rectify coated paper processes

Group G: Finishing and converting

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FPPFCO340A Troubleshoot and rectify finishing and converting systems

Group F: SUPPLEMENTARY ELECTIVES

Unit Code Unit Name

Computers / process control equipment

FPPCSK310A Operate process control equipment

Emergency procedures / safety

FPPOHS410A Identify, assess and control OHS risk in own work

BSBOHS401B Contribute to the implementation of a systematic approach to managing OHS

BSBOHS402B Contribute to the implementation of the OHS consultation process

BSBOHS403B Identify hazards and assess OHS risks

BSBOHS404B Contribute to the implementation of strategies to control OHS risk

BSBOHS405B Contribute to the implementation of emergency procedures

BSBOHS406C Use equipment to conduct workplace monitoring

BSBOHS407A Monitor a safe workplace

BSBOHS408A Assist with compliance with OHS and other laws

MSAPMOHS110A Follow emergency response procedures

Environmental monitoring

FPPENV320A Monitor and control environmental hazards

First aid

MSAPMOHS220A Provide initial first aid response

Planning and organising

FPPPLN420A Plan a complex activity

BSBADM405B Organise meetings

MEM14005A Plan a complete activity

MEM30020A Develop and manage a plan for a simple manufacturing related project

PSPPM402B Manage simple projects

Water services

FPPWAS340A Troubleshoot and rectify water systems

Business support

FPPQAS430A Oversee quality assurance process

BSBCMM401A Make a presentation

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BSBFLM305C	Support operational plan
BSBFLM309C	Support continuous improvement systems and processes
BSBFLM311C	Support a workplace learning environment
BSBREL401A	Establish networks
BSBRK401A	Identify risk and apply risk management processes
BSBWOR401A	Establish effective workplace relationships
BSBWOR402A	Promote team effectiveness
BSBWRK402A	Empower workers
BSBWRK403A	Communicate with workers
BSBWRK404A	Promote equality of opportunity and fair treatment for all workers
BSBWRK406A	Participate in the bargaining process
BSBWRK407A	Provide advice to union members
BSBWRK408A	Undertake negotiations
BSBWRK409A	Prepare for and participate in dispute resolution
MSAPMSUP382A	Provide coaching/mentoring in the workplace

Training and assessment

TAAASS501B	Lead and coordinate assessment systems and services
TAADES502B	Design and develop learning resources
TAEASS301A	Contribute to assessment
TAEASS502A	Design and develop assessment tools
TAEDEL401A	Plan, organise and deliver group-based learning
TAEDEL402A	Plan, organise and facilitate learning in the workplace
TAEDEL404A	Mentor in the workplace
TAEDES401A	Design and develop learning programs
TAEDES402A	Use training packages and accredited courses to meet client needs
TAETAS501A	Undertake organisational training needs analysis
TAEASS401A	Plan assessment activities and processes
TAEASS402A	Assess competence
TAEASS403A	Participate in assessment validation

Laboratory operations

MSL904001A	Perform standard calibrations
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Production support

FPP40210**Certificate IV in Papermaking Operations**

FPPPRV320A	Co-ordinate and direct clothing changes
MEM18011C	Shut down and isolate machines/equipment
MSACMC411A	Lead a competitive manufacturing team
MSACMS400A	Implement a competitive manufacturing system
MSACMS401A	Ensure process improvements are sustained
MSACMT220A	Apply quick changeover procedures
MSACMT240A	Apply 5S procedures in a manufacturing environment
MSACMT250A	Monitor process capability
MSACMT432A	Analyse manual handling processes
MSACMT440A	Lead 5S in a manufacturing environment
MSACMT451A	Mistake proof a production process

Turbine operations

UEPOPS341A	Shut down a steam turbine
UEPOPS411A	Run up a steam turbine

Group H: SUPPORT ELECTIVES**Unit Code Unit Name****Numeracy**

FPPNUM320A	Measure and calculate routine workplace data
FPPNUM430A	Calculate and analyse production and financial performance
MSACMT452A	Apply statistics to processes in manufacturing

OHS

FPPOHS320A	Maintain OHS processes
FPPOHS420A	Manage OHS processes

Quality

FPPQAS420A	Co-ordinate in-process quality assurance
MSACMT251A	Apply quality standards
MSAPMSUP400A	Develop and monitor quality systems

Sustainability

FPPSUS210A	Apply sustainable work practices/policies
MSACMT270A	Use sustainable energy practices
MSACMT271A	Use sustainable environmental practices
MSAENV472B	Implement and monitor environmentally sustainable work practices

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on the packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • Communicate effectively with others when collecting, analysing and presenting workplace data and information • Communicate outcomes of problem solutions to team and appropriate personnel • Read complex text
Teamwork	<ul style="list-style-type: none"> • Assemble team for analysis • Lead and manage team processes • Refer problems to appropriate group or department
Problem-solving	<ul style="list-style-type: none"> • Devise appropriate action and solutions to typical presentation and communication problems • Promptly report and/or rectify any identified problems that may arise when collecting, analysing and presenting workplace data and information in accordance with regulatory requirements and workplace procedures • Rectify problems within level of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • Identify causes and effects of faults and corrective action on associated processes • Implement contingency plans if required • Modify activities depending on differing operational contingencies, risk situations and environments
Planning and organising	<ul style="list-style-type: none"> • Develop action plan including contingencies • Identify and organise resources to implement action plan • Organise and present processed information in a logical manner
Self-management	<ul style="list-style-type: none"> • Demonstrate leadership • Interpret and follow operational instructions and prioritise work • Maintain situational awareness in work area
Learning	<ul style="list-style-type: none"> • Assess available types of problem solving activities/methodologies and determine most appropriate, such as e-learning tools • Assist others to identify and resolve operational problems in the workplace • Assist team members where required
Technology	<ul style="list-style-type: none"> • Identify and use required communication and presentation technology • Solve systemic problems in the pulp and paper industry, which typically involves complex integrated equipment and continuous operations • Use electronic and other control systems to control equipment and processes as required

FPP50110 Diploma of Pulp and Paper Process Management

Packaging Rules

Qualification Notes

Total number of units = 12

- 6 Core units *plus*
 - 6 Elective units, 4 units must be recommended for packaging at AQF5 or higher, 3 units must be selected from the list below. Remaining 3 elective units may be selected from the list below or from an endorsed Training Package or state/territory accredited course
- Elective units must be relevant to the work outcome sought, industry requirements and the qualification level. Units selected must not duplicate each other in content

CORE UNITS

Unit Code	Unit Name
FPPNUM430A	Calculate and analyse production and financial performance
FPPOHS420A	Manage OHS processes
FPPPLN420A	Plan a complex activity
FPPQAS430A	Oversee quality assurance process
FPPSUS510A	Develop workplace policy and procedures for sustainability
BSBWOR501B	Manage personal work priorities and professional development

ELECTIVE UNITS

Unit Code	Unit Name
BSBADM502B	Manage meetings
BSBAUD501B	Initiate a quality audit
BSBFIM501A	Manage budgets and financial plans
BSBLED501A	Develop a workplace learning environment
BSBMGT502B	Manage people performance
BSBMGT515A	Manage operational plan
BSBMGT608C	Manage innovation and continuous improvement
BSBPMG510A	Manage projects
BSBWOR502B	Ensure team effectiveness
BSBWRK506A	Coordinate research and analysis
MSACMT671A	Develop and manage sustainable environmental practices
TAEASS401A	Plan assessment activities and processes

FPP50110 Diploma of Pulp and Paper Process Management

TAEASS402A Assess competence

TAEASS403A Participate in assessment validation

TAETAS501A Undertake organisational training needs analysis

TLIE607D Collect, analyse and present workplace data and information

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on the packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • Communicate effectively with others when collecting, analysing and presenting workplace data and information • Communicate outcomes of problem solutions to team and appropriate personnel • Read complex text
Teamwork	<ul style="list-style-type: none"> • Assemble team for analysis • Lead and manage team processes • Refer problems to appropriate group or department
Problem-solving	<ul style="list-style-type: none"> • Devise appropriate action and solutions to typical presentation and communication problems • Promptly report and/or rectify any identified problems that may arise when collecting, analysing and presenting workplace data and information in accordance with regulatory requirements and workplace procedures • Rectify problems within level of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • Identify causes and effects of faults and corrective action on associated processes • Implement contingency plans if required • Modify activities depending on differing operational contingencies, risk situations and environments
Planning and organising	<ul style="list-style-type: none"> • Develop action plan including contingencies • Identify and organise resources to implement action plan • Organise and present processed information in a logical manner
Self-management	<ul style="list-style-type: none"> • Demonstrate leadership • Interpret and follow operational instructions and prioritise work • Maintain situational awareness in work area
Learning	<ul style="list-style-type: none"> • Assess available types of problem solving activities/methodologies and determine most appropriate, such as e-learning tools • Assist others to identify and resolve operational problems in the workplace • Assist team members where required
Technology	<ul style="list-style-type: none"> • Identify and use required communication and presentation technology • Solve systemic problems in the pulp and paper industry, which typically involves complex integrated equipment and continuous operations • Use electronic and other control systems to control equipment and processes as required

Qualification Mapping

New Qualification Codes	Relationship to previous	Comment in relationship to the previous iteration of the training package
FPP20110	Replaces FPP20101 and FPP20201	Change in packaging requirements for the qualifications
FPP20210	Replaces FPP20101 and FPP20201	Change in packaging requirements for the qualifications
FPP30110	Replaces FPP30101 and FPP30201	Change in packaging requirements for the qualifications
FPP30210	Replaces FPP30101 and FPP30201	Change in packaging requirements for the qualifications
FPP40110	Replaces FPP40101 and FPP40201	Change in packaging requirements for the qualifications
FPP40210	Replaces FPP40101 and FPP40201	Change in packaging requirements for the qualifications
FPP50110	Replaces FPP50101	Change in packaging requirements for the qualifications

List of FPP10 Unit Titles and Codes

Unit Code	Unit Title
FPPCPP210A	Monitor and control coated paper processes
FPPCPP320A	Prepare and start up coated paper processes
FPPCPP330A	Co-ordinate the shutdown of coated paper processes
FPPCPP440A	Troubleshoot and rectify coated paper processes
FPPCPR210A	Prepare chemical products
FPPCSK310A	Operate process control equipment
FPPDEO210A	Monitor and control dry end operations
FPPDEO320A	Prepare and start up dry end operations
FPPDEO330A	Co-ordinate and implement dry end shutdown
FPPDEO440A	Troubleshoot and rectify dry end systems
FPPENV210A	Identify and monitor environmental discharges/emissions
FPPENV320A	Monitor and control environmental hazards
FPPEPG210A	Monitor and control power generation system
FPPEPG320A	Manage a power generation system startup
FPPEPG330A	Co-ordinate power generation system shutdown
FPPEPG440A	Troubleshoot and rectify power generation system
FPPFCO210A	Monitor, control and shut down finishing and converting operations
FPPFCO320A	Prepare and start up finishing and converting operations
FPPFCO340A	Troubleshoot and rectify finishing and converting systems
FPPHWP250A	Store and dispatch waste paper
FPPHWP260A	Receive waste paper
FPPHWP270A	Unload waste paper
FPPMHV210A	Operate overhead crane
FPPNUM210A	Estimate and calculate basic data
FPPNUM320A	Measure and calculate routine workplace data
FPPNUM430A	Calculate and analyse production and financial performance
FPPOHS210A	Participate in OHS processes
FPPOHS310A	Contribute to OHS processes
FPPOHS320A	Maintain OHS processes
FPPOHS410A	Identify, assess and control OHS risk in own work
FPPOHS420A	Manage OHS processes
FPPPLN210A	Plan and undertake a routine task
FPPPLN420A	Plan a complex activity

Unit Code	Unit Title
FPPPRM210A	Undertake operator level preventative maintenance
FPPPRM220A	Perform lubrication
FPPPRS210A	Identify and rectify problems in the workplace
FPPPRS320A	Solve systemic problems in the workplace
FPPPRV210A	Operate ancillary equipment
FPPPRV320A	Co-ordinate and direct clothing changes
FPPPUL210A	Monitor and control pulping operations
FPPPUL250A	Store and distribute pulped product
FPPPUL320A	Prepare and start up pulping system operations
FPPPUL330A	Co-ordinate and implement pulping plant shutdowns
FPPPUL440A	Troubleshoot and rectify pulping processes
FPPQAS210A	Apply basic quality practices
FPPQAS420A	Co-ordinate in-process quality assurance
FPPQAS430A	Oversee quality assurance process
FPPREC210A	Monitor and control chemical recovery operations
FPPREC320A	Prepare and start up chemical recovery operations
FPPREC330A	Co-ordinate and implement chemical recovery shutdowns
FPPREC440A	Troubleshoot and rectify chemical recovery operations
FPPREL210A	Contribute to effective working relationships
FPPRES210A	Prepare and operate the woodchip production system
FPPRES250A	Distribute woodchips
FPPRES260A	Receive materials
FPPRES270A	Unload materials
FPPRES340A	Troubleshoot and rectify primary resource operations
FPPSPR210A	Monitor and control stock preparation systems
FPPSPR320A	Prepare and start up stock preparation system for production
FPPSPR330A	Co-ordinate and implement stock preparation system shutdown
FPPSPR440A	Troubleshoot and rectify stock preparation systems
FPPSTM210A	Monitor and control boiler operation
FPPSTM320A	Manage steam boiler startup
FPPSTM330A	Shut down and bank steam boiler
FPPSTM440A	Troubleshoot and rectify boiler plant systems
FPPSUS210A	Apply sustainable work practices/policies
FPPSUS510A	Develop workplace policy and procedures for sustainability

Unit Code	Unit Title
FPPWAR250A	Store product
FPPWAR255A	Prepare and dispatch product
FPPWAR280A	Warehouse product packaging
FPPWAS210A	Operate water systems
FPPWAS340A	Troubleshoot and rectify water systems
FPPWEO210A	Monitor and control wet end operations
FPPWEO320A	Prepare and start up wet end operations
FPPWEO330A	Co-ordinate and implement wet end shutdown
FPPWEO440A	Troubleshoot and rectify wet end systems
FPPWPO210A	Monitor and control waste paper operations
FPPWPO320A	Prepare and start up waste paper operations
FPPWPO330A	Co-ordinate and implement waste paper shutdown
FPPWPO440A	Troubleshoot and rectify waste paper operations

Mapping of FPP01 Units of Competency

FPP10 Updated unit code and title	Previous FPP01 unit	Relationship to FPP01 unit	
FPPCPP210A Monitor and control coated paper processes	FPPOLC3A Monitor and Control Coated Paper Systems Operation	Unit updated and equivalent to FPPOLC3A Monitor and Control Coated Paper Systems Operation	E
FPPCPP320A Prepare and start up coated paper processes	FPPOLC1B Prepare and Start-up Coated Paper Systems Operation	Unit updated and equivalent to FPPOLC1B Prepare and Start-up Coated Paper Systems Operation	E
FPPCPP330A Co-ordinate the shutdown of coated paper processes	FPPOLC4A Co-ordinate Coated Paper Systems Shutdown	Unit updated and equivalent to FPPOLC4A Co-ordinate Coated Paper Systems Shutdown	E
FPPCPP440A Troubleshoot and rectify coated paper processes	FPPOLC5A Troubleshoot and Rectify Coated Paper Systems	Unit updated and equivalent to FPPOLC5A Troubleshoot and Rectify Coated Paper Systems	E
FPPCPR210A Prepare chemical products	FPPCPR1A Prepare Chemicals	Unit updated but not equivalent to FPPCPR1A Prepare Chemicals	N
FPPCSK310A Operate process control equipment	FPPCSK2B Operate a process control computer system	Unit updated but not equivalent to FPPCSK2B Operate a process control computer system	N
FPPDEO210A Monitor and control dry end operations	FPPDEO3A Monitor and Control Dry End Operations	Unit updated but not equivalent to FPPDEO3A Monitor and Control Dry End Operations	N
FPPDEO320A Prepare and start up dry end operations	FPPDEO1B Prepare and Start-up Dry End Operations	Unit updated and equivalent to FPPDEO1B Prepare and Start-up Dry End Operations	E
FPPDEO330A Co-ordinate and implement dry end shutdown	FPPDEO5A Co-ordinate and Implement Dry End Shutdown	Unit updated and equivalent to FPPDEO5A Co-ordinate and Implement Dry End Shutdown	E
FPPDEO440A Troubleshoot and rectify dry end systems	FPPDEO4A Troubleshoot and Rectify Dry End Systems	Unit updated and equivalent to FPPDEO4A Troubleshoot and Rectify Dry End Systems	E

FPP10 Updated unit code and title	Previous FPP01 unit	Relationship to FPP01 unit	
FPPENV210A Identify and monitor environmental discharges/emissions	FPPENV1A Identify and Monitor Environmental Discharges/Emissions	Unit updated and equivalent to FPPENV1A Identify and Monitor Environmental Discharges/Emissions	E
FPPENV320A Monitor and control environmental hazards	FPPENV2A Monitor and Control Environmental Hazards	Unit updated and equivalent to FPPENV2A Monitor and Control Environmental Hazards	E
FPPEPG210A Monitor and control power generation system	FPPEPG2A Monitor and Control Power Generation System	Unit updated and equivalent to FPPEPG2A Monitor and Control Power Generation System	E
FPPEPG320A Manage a power generation system startup	FPPEPG1A Manage a Power Generation System Start-up	Unit updated and equivalent to FPPEPG1A Manage a Power Generation System Start-up	E
FPPEPG330A Co-ordinate power generation system shutdown	FPPEPG3A Co-ordinate Power Generation System Shutdown	Unit updated and equivalent to FPPEPG3A Co-ordinate Power Generation System Shutdown	E
FPPEPG440A Troubleshoot and rectify power generation system	FPPEPG5A Troubleshoot and Rectify Power Generation System	Unit updated and equivalent to FPPEPG5A Troubleshoot and Rectify Power Generation System	E
FPPFCO210A Monitor, control and shut down finishing and converting operations	FPPFCO2A Monitor and Control Finishing/Converting Systems Operation	Unit updated but not equivalent to FPPFCO2A Monitor and Control Finishing/Converting Systems Operations	E
FPPFCO320A Prepare and start up finishing/converting operations	FPPFCO1A Prepare Finishing/Converting Systems for Production	Unit updated but not equivalent to FPPFCO1A Prepare Finishing/Converting Systems for Production	E
FPPFCO340A Troubleshoot and rectify finishing and converting systems	FPPFCO4A Troubleshoot and Rectify Finishing and Converting Systems	Unit updated and equivalent to FPPFCO4A Troubleshoot and Rectify Finishing and Converting Systems	E
FPPHWP250A Store and dispatch waste paper	FPPHWP6A Store and Despatch Blocks	Unit updated but not equivalent to FPPHWP6A Store and Despatch Blocks	N

FPP10 Updated unit code and title	Previous FPP01 unit	Relationship to FPP01 unit	
FPPHWP260A Receive waste paper	FPPHWP1A Receive Waste Paper	Unit updated and equivalent to FPPHWP1A Receive Waste Paper	E
FPPHWP270A Unload waste paper	FPPHWP2A Unload Waste Paper	Unit updated and equivalent to FPPHWP2A Unload Waste Paper	E
FPPMHV210A Operate overhead crane	FPPMHV2A Operate Overhead Crane	Unit updated but not equivalent to FPPMHV2A Operate Overhead Crane	N
FPPNUM210A Estimate and calculate basic data	FPPNUM1A Estimate and Calculate Basic Data	Unit updated but not equivalent to FPPNUM1A Estimate and Calculate Basic Data	N
FPPNUM320A Measure and calculate routine workplace data		New unit - no equivalent in FPP01	
FPPNUM430A Calculate and analyse production and financial performance	FPPNUM4A Calculate and Analyse Production and Financial Performance	Unit updated and equivalent to FPPNUM4A Calculate and Analyse Production and Financial Performance	E
FPPOHS210A Participate in OHS processes		New unit - no equivalent in FPP01	
FPPOHS310A Contribute to OHS processes		New unit - no equivalent in FPP01	
FPPOHS320A Maintain OHS processes		New unit - no equivalent in FPP01	
FPPOHS410A Identify, assess and control OHS risk in own work		New unit - no equivalent in FPP01	
FPPOHS420A Manage OHS processes		New unit - no equivalent in FPP01	
FPPPLN210A Plan and undertake a routine task	FPPPLN1A Plan and Undertake a Routine Task	Unit updated and equivalent to FPPPLN1A Plan and Undertake a Routine Task	E

FPP10 Updated unit code and title	Previous FPP01 unit	Relationship to FPP01 unit	
FPPPLN420A Plan a complex activity	FPPPLN3A Plan a Complex Activity	Unit updated and equivalent to FPPPLN3A Plan a Complex Activity	E
FPPPRM210A Undertake operator level preventative maintenance	FPPPRM1B Operator Level Preventative Maintenance	Unit updated but not equivalent to FPPPRM1B Operator Level Preventative Maintenance	N
FPPPRM220A Perform lubrication		New unit - no equivalent in FPP01	
FPPPRS210A Identify and rectify problems in the workplace	FPPPRS1A Solve Problems in the Workplace (basic)	New unit - no equivalent in FPP01	
FPPPRS320A Solve systemic problems in the workplace	FPPPRS2A Solve Problems in the Workplace (advanced)	New unit - no equivalent in FPP01	
FPPPRV210A Operate ancillary equipment		New unit - no equivalent in FPP01	
FPPPRV320A Co-ordinate and direct clothing changes		New unit - no equivalent in FPP01	
FPPPUL210A Monitor and control pulping operations	FPPPUL3A Monitor and Control Pulping Operations	Unit updated and equivalent to FPPPUL3A Monitor and Control Pulping Operations	E
FPPPUL250A Store and distribute pulped product	FPPPUL6A Store and Distribute Pulped Product	Unit updated and equivalent to FPPPUL6A Store and Distribute Pulped Product	E
FPPPUL320A Prepare and start up pulping system operations	FPPPUL1B Prepare and Start-up Pulping System Operations	Unit updated and equivalent to FPPPUL1B Prepare and Start-up Pulping System Operations	E
FPPPUL330A Co-ordinate and implement pulping plant shutdowns	FPPPUL5A Co-ordinate and Implement Pulping Plant Shutdowns	Unit updated and equivalent to FPPPUL5A Co-ordinate and Implement Pulping Plant Shutdowns	E
FPPPUL440A Troubleshoot and rectify pulping processes	FPPPUL4A Troubleshoot and Rectify Pulping Systems	Unit updated and equivalent to FPPPUL4A Troubleshoot and Rectify Pulping Systems	E
FPPQAS210A Apply basic quality practices	FPPQAS1B Apply Basic Quality Assurance Practices	Unit updated but not equivalent to FPPQAS1B Apply Basic Quality Assurance Practices	N

FPP10 Updated unit code and title	Previous FPP01 unit	Relationship to FPP01 unit	
FPPQAS420A Co-ordinate in-process quality assurance	FPPQAS3A Co-ordinate In-Process Quality Assurance	Unit updated and equivalent to FPPQAS3A Co-ordinate In-Process Quality Assurance	E
FPPQAS430A Oversee quality assurance process	FPPQAS4A Oversee Quality Assurance Process	Unit updated and equivalent to FPPQAS4A Oversee Quality Assurance Process	E
FPPREC210A Monitor and control chemical recovery operations	FPPREC3A Monitor and Optimise Chemical Recovery Operations	Unit updated but not equivalent to FPPREC3A Monitor and Optimise Chemical Recovery Operations	N
FPPREC320A Prepare and start up chemical recovery operations	FPPREC1B Prepare and Start-up Chemical Recovery Operations	Unit updated and equivalent to FPPREC1B Prepare and Start-up Chemical Recovery Operations	E
FPPREC330A Co-ordinate and implement chemical recovery shutdowns	FPPREC5A Manage Chemical Recovery Plant Shutdowns	Unit updated and equivalent to FPPREC5A Manage Chemical Recovery Plant Shutdowns	E
FPPREC440A Troubleshoot and rectify chemical recovery operations	FPPREC4A Troubleshoot and Rectify Chemical Recovery Systems	Unit updated and equivalent to FPPREC4A Troubleshoot and Rectify Chemical Recovery Systems	E
FPPREL210A Contribute to effective working relationships		New unit - no equivalent in FPP01	
FPPRES210A Prepare and operate the woodchip production system	FPPRES5A Operate the Woodchip Production System	Unit updated but not equivalent to FPPRES5A Operate the Woodchip Production System	N
FPPRES250A Distribute woodchips	FPPRES8A Distribute Woodchips	Unit updated and equivalent to FPPRES8A Distribute Woodchips	E
FPPRES260A Receive Materials	FPPRES1A Receive Materials	Unit updated and equivalent to FPPRES1A Receive Materials	E
FPPRES270A Unload Materials	FPPRES2A Unload Materials	Unit updated and equivalent to FPPRES2A Unload Materials	E

FPP10 Updated unit code and title	Previous FPP01 unit	Relationship to FPP01 unit	
FPPRES340A Troubleshoot and rectify primary resource operations	FPPRES9A Troubleshoot and Rectify Resource Handling Systems	Unit updated but not equivalent to FPPRES9A Troubleshoot and Rectify Resource Handling Systems	N
FPPSPR210A Monitor and control stock preparation systems	FPPSPR3A Monitor and Control Stock and Chemical Preparation Systems	Unit updated but not equivalent to FPPSPR3A Monitor and Control Stock and Chemical Preparation Systems	N
FPPSPR320A Prepare and start up stock preparation system for production	FPPSPR1B Prepare and Start-up Stock & Chemical System for Production	Unit updated and equivalent to FPPSPR1B Prepare and Start-up Stock & Chemical System for Production	E
FPPSPR330A Co-ordinate and implement stock preparation system shutdown	FPPSPR5A Co-ordinate and Implement Stock and Chemical Preparation System Shutdown	Unit updated and equivalent to FPPSPR5A Co-ordinate and Implement Stock and Chemical Preparation System Shutdown	E
FPPSPR440A Troubleshoot and rectify stock preparation systems	FPPSPR4A Troubleshoot and Rectify Stock and Chemical Preparation Systems	Unit updated but not equivalent to FPPSPR4A Troubleshoot and Rectify Stock and Chemical Preparation Systems.	N
FPPSTM210A Monitor and control boiler operation	FPPSTM2A Monitor and Control Boiler Operation	Unit updated but not equivalent to FPPSTM2A Monitor and Control Boiler Operation	N
FPPSTM320A Manage steam boiler startup	FPPSTM1A Manage Steam Boiler Start-up	Unit updated and equivalent to FPPSTM1A Manage Steam Boiler Start-up	E
FPPSTM330A Shut down and bank steam boiler	FPPSTM3A Shutdown and Store Steam Boiler	Unit updated and equivalent to FPPSTM3A Shutdown and Store Steam Boiler	E
FPPSTM440A Troubleshoot and rectify boiler plant systems	FPPSTM4A Troubleshoot and Rectify Boiler Plant Systems	Unit updated and equivalent to FPPSTM4A Troubleshoot and Rectify Boiler Plant Systems	E
FPPSUS210A Apply sustainable work practices/policies		New unit - no equivalent in FPP01	

FPP10 Updated unit code and title	Previous FPP01 unit	Relationship to FPP01 unit	
FPPSUS510A Develop workplace policy and procedures for sustainability		New unit - no equivalent in FPP01	
FPPWAR250A Store product	FPPFCO5B Store Product	Unit updated and equivalent to FPPFCO5B Store Product	E
FPPWAR255A Prepare and dispatch product	FPPFCO6B Prepare and Dispatch Product	Unit updated but not equivalent to FPPFCO6B Prepare and Dispatch Product	N
FPPWAR280A Warehouse product packaging	FPPFCO3B Package Product	Unit updated but not equivalent to FPPFCO3B Package Product	N
FPPWAS210A Operate water systems	FPPWAS1A Manage Water System Start-up	Unit updated but not equivalent to FPPWAS1A Manage Water System Start-up	N
FPPWAS340A Troubleshoot and rectify water systems	FPPWAS9ATroubleshoot and Rectify Water Systems	Unit updated and equivalent to FPPWAS9ATroubleshoot and Rectify Water Systems	E
FPPWEO210A Monitor and control wet end operations	FPPWEO3A Monitor and Control Wet End Operations	Unit updated but not equivalent to FPPWEO3A Monitor and Control Wet End Operations	N
FPPWEO320A Prepare and start up wet end operations	FPPWEO1B Prepare and Start-up Wet End Operations	Unit updated and equivalent to FPPWEO1B Prepare and Start-up Wet End Operations	E
FPPWEO330A Co-ordinate and implement wet end shutdown	FPPWEO5A Co-ordinate and Implement Wet End Shutdown	Unit updated and equivalent to FPPWEO5A Co-ordinate and Implement Wet End Shutdown	E
FPPWEO440A Troubleshoot and rectify wet end systems	FPPWEO4A Troubleshoot and Rectify Wet End Systems	Unit updated but not equivalent to FPPWEO4A Troubleshoot and Rectify Wet End Systems	N
FPPWPO210A Monitor and control waste paper operations	FPPWPO3A Monitor and Control Waste Paper Plant Operations	Unit updated and equivalent to FPPWPO3A Monitor and Control Waste Paper Plant Operations	E

FPP10 Updated unit code and title	Previous FPP01 unit	Relationship to FPP01 unit	
FPPWPO320A Prepare and start up waste paper operations	FPPWPO1B Prepare and Start-up Waste Paper Operations	Unit updated and equivalent to FPPWPO1B Prepare and Start-up Waste Paper Operations	E
FPPWPO330A Co-ordinate and implement waste paper shutdown	FPPWPO5A Co-ordinate and Implement Waste Paper Plant Shutdown	Unit updated and equivalent to FPPWPO5A Co-ordinate and Implement Waste Paper Plant Shutdown	E
FPPWPO440A Troubleshoot and rectify waste paper operations	FPPWPO4A Troubleshoot and Rectify Waste Paper Plant Systems	Unit updated and equivalent to FPPWPO4A Troubleshoot and Rectify Waste Paper Plant Systems	E

FPP10 Updated unit code and title	Previous FPP01 unit	Relationship to FPP01 unit	
Deleted FPP units			
	FPPAID1A Apply Basic First Aid Techniques	Unit deleted and replaced with HLTF301B Apply first aid	
	FPPAID2A Administer First Aid Procedures	Unit deleted and replaced with MSAPMOHS220A Provide initial first aid response	
	FPPCOM1A Use Basic Workplace Communication	Unit deleted and replaced with BSBCMM101A Apply basic communication skills	
	FPPCOM2A Present Verbal and Written Workplace Information	Unit deleted and replaced with BSBCMM201A Communicate in the workplace	
	FPPCOM3A Use Advanced Workplace Communication	Unit deleted and replaced with TLIE607D Collect, analyse and present workplace data and information	
	FPPCOM4A Engage in Complex Workplace Communication	Unit deleted and replaced with TLIE607D Collect, analyse and present workplace data and information	
	FPPCSK1A Access and Modify Computer Records and Documents	Unit deleted and replaced with MSAPMOPS212A Use enterprise computer or data systems	
	FPPEME1A Prepare Equipment for an Emergency Response	Unit deleted and replaced with PMAOHS211B Prepare equipment for emergency response	
	FPPEME2B Respond to an Emergency Situation	Unit deleted and replaced with MSAPMOHS110A Follow emergency response procedures	
	FPPEPG4A Conduct a Technical Inspection of Power Generation Plant and Equipment	Unit deleted – no equivalent in FPP10	

FPP10 Updated unit code and title	Previous FPP01 unit	Relationship to FPP01 unit	
Deleted FPP units			
	FPPHTL1B Use Hand Held Tools	Unit deleted and replaced with MEM18001C Use hand tools	
	FPPHWP3A Set Up and Operate Sorting/Pressing Line	Unit deleted – no equivalent in FPP10	
	FPPHWP4A Manage System Shutdowns	Unit deleted and incorporated into existing shutdown units	
	FPPHWP5A Conduct Paper Grade Quality Assessments	Unit deleted – no equivalent in FPP10	
	FPPMHV1A Operate Materials Handling Vehicles and Equipment	Unit deleted and various TLI units imported to cover specialist areas	
	FPPNUM2A Measure and Calculate Routine Information	Unit deleted and content incorporated in FPPNUM210A Estimate and Calculate Basic Data	
	FPPNUM3A Calculate basic performance measures	Unit deleted and content incorporated in FPPNUM210A Estimate and calculate basic data	
	FPPOHS1A Follow defined OH&S procedures	Unit deleted – no equivalent in FPP10	
	FPPOHS2B Implement and monitor OH&S policies and procedures within the work area	Unit deleted – no equivalent in FPP10	
	FPPOHS3B Maintain and evaluate OH&S system	Unit deleted – no equivalent in FPP10	
	FPPOHS4A Establish OH&S system	Unit deleted- no equivalent in FPP10	
	FPPPLN2A Plan a Complete Activity	Unit deleted and replaced with MEM14005A Plan a	

FPP10 Updated unit code and title	Previous FPP01 unit	Relationship to FPP01 unit	
Deleted FPP units			
		complete activity and MEM30020A Develop and manage a plan for a simple manufacturing related project	
	FPPPRS3A Troubleshoot and Rectify Pulp and Paper Systems	Unit deleted – no equivalent in FPP10	
	FPPQAS2A Maintain Quality in Section/Sub-System	Unit deleted and replaced with MSACMT251A Apply quality standards	
	FPPREC6A Store and Distribute Processed Chemicals	Unit deleted – no equivalent in FPP10	
	FPPRES3A Prepare Woodchip Line for production	Unit deleted and content incorporated in FPPRES210A Prepare and operate the woodchip production system	
	FPPRES4A Prepare Logs for Chip Production	Unit deleted and content incorporated in FPPRES210A Prepare and operate the woodchip production system	
	FPPRES6A Conduct Woodchip Quality Assessments	Unit deleted – no equivalent in FPP10	
	FPPRES7A Co-ordinate System Shutdown	Unit deleted and content incorporated in FPPRES210A Prepare and operate the woodchip production system	
	FPPWAS8A Manage Water System Shutdown	Unit deleted and content incorporated in FPPWAS210A Operate water systems	

Training Package Modification History

Version	Release Date	Comments
1.0	XXXXXX	Primary release, replacing FPP01

APPENDIX B: Industry Support

Consultation Register

Pulp and Paper Manufacturing Industry Training Package Review Overview of national industry and other consultations

TRAINING PACKAGE REVIEW STEERING COMMITTEE

- 23 group emails to the Steering Committee
- 5 meetings
- 1 'interim report'¹
- Communications Strategy²
- Numerous individual emails/phone communications

INDUSTRY MEETINGS

- 20 Industry Working Group meetings
 - 12 X 1-day meetings
 - 5 X 2-day meetings
 - 3 X 3-hour teleconferences
 - Total of 173 days of industry personnel participating in meetings

Number of industry personnel attending consultative meetings, by state

Tas	Vic	NSW	SA	QLD ³	WA	NT	ACT	Total
5	27	2	11	-	-		Footnote 4	45

INDUSTRY COMMUNICATIONS

- All industry stakeholders invited (see table below listing organisations) to meetings, kept informed, encouraged to input, briefings offered

Industry stakeholders' participation in review process

High	Medium	Low	Other
<ul style="list-style-type: none"> - Regularly attended meetings - Fully engaged in discussions - Regularly responded to communication 	<ul style="list-style-type: none"> - Attended a few meetings - Some direct communication via phone - Receiving information sent to key training personnel 	<ul style="list-style-type: none"> - Some direct communication via phone - Receiving information written for key training personnel 	<ul style="list-style-type: none"> - Offers re involvement extended (numerous) - No response/response indicating no interest at this stage
<ul style="list-style-type: none"> ○ Kimberly Clark ○ Australian Paper ○ SCA Hygiene ○ Paperlinx ○ Amcor ○ CFMEU PPW 	<ul style="list-style-type: none"> ○ Norske Skog ○ Visy 	<ul style="list-style-type: none"> ○ ABC Tissue ○ Encore tissue ○ National Paper Industries 	<ul style="list-style-type: none"> ○ Gunns Ltd ○ Huhtamaki ○ AWU ○ AMWU

- 9 stakeholder specific briefings conducted
- 8 industry-wide Communiqués circulated

¹ in lieu of meeting - lack of availability of personnel

² endorsed setting out industry engagement mechanisms, including the items below

³ Note: Mill/company representatives may have been located in one state but represented mills in other states. As such the state breakdown is not truly representative of state by state engagement. For example, Visy mills in Qld and NSW were represented by the National Training Manager based in Victoria

⁴ There are no pulp and/or paper mills/companies operating in these States

- 81 group emails to industry Key Training Personnel nominated by companies as central coordination personnel re information about the review
 - Redrafted units and summaries of industry consultative meetings, information, reminders, requests

Number of Industry Key Training Personnel receiving regular communications, by State

Tas	Vic	NSW	SA	QLD	WA	NT	ACT	Total
4	13	5	2	1	-	-	(see footnote 4 on previous page)	25

- Communications to specific mills/companies – 147 emails and 2 letters
 - Information, reminders, requests, answering queries, encouraging participation

Number of mill/company specific communications, per state

Tas	Vic	NSW	SA	QLD	WA	NT	ACT	Total
50	42	35	20	2	-	-	(see footnote 4 on previous page)	149

- > 100 additional phone calls direct to individual mills/companies – Tas, Vic, NSW, SA, Qld
 - Information, reminders, requests, answering queries, encouraging participation

OTHER INDUSTRY RELATED ORGANISATIONS CONSULTED

- APPITA The Australian Pulp and Paper Industry Technical Association
Professional association promoting Pulp and Paper Industry technical/engineering expertise
- A3P Australian Plantations Products and Paper Industry Council
Industry association and lobby group for broader forest and forest products industry
- APPI Australian Pulp and Paper Institute (Monash University)
Post-graduate course provider for engineers and scientists in pulp, paper and printing industries

LICENSING/REGULATORY BODIES CONSULTED

Authority	State
Department of Environment, Climate Change and Water	NSW
Workcover	NSW
Workplace Health and Safety, Department of Justice, Administration and Government	Qld
Department of Environment and Resource Management	Qld
Environmental Protection Authority	SA
Department of Premier and Cabinet	SA
Department of Primary Industries, Parks, Water and Environment	Tas
Department of Justice	Tas
Worksafe	Vic
EPA	Vic

RTO'S CONSULTED

- | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> ▪ Box Hill Institute of TAFE ▪ The Management Edge ▪ MEGT Institute ▪ Choice Training Solution | <ul style="list-style-type: none"> ▪ Chisolm Institute ▪ Wodonga Institute of TAFE ▪ New England Institute |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|

Letters of Support

Organisation	Contact person
CFMEU Forestry and Furnishing Products Division	Alex Millar, Senior Vice President
AMCOR Australasia	Sally Georgas, HR Business Partner
Australian Paper	Mark Nelson, General Manager Human Resources
Kimberley Clark Australia	John Martin Brown, HR Manager
Norske Skog	Tim Morgan, Human Resources Advisor
SCA Hygiene Australasia	Helen Chester, Organisational Development and HR Manager
Pulp and Paper Industry Skills Development Unit	Tim Woods, Chair
ForestWorks	Sharmily Mukherjee, Executive Officer, NSW
ForestWorks	Bruce Harle Branch Manager, Queensland
ForestWorks	Damian Peirce, Manager Tasmania
Victorian Forest and Timber Products Industry Training Advisory Body (ITAB)	Jane Calvert, Forest Industry Advisory Committee (Chair)



CONSTRUCTION
FORESTRY
MINING
ENERGY
UNION

FORESTRY &
FURNISHING
PRODUCTS
DIVISION

Pulp & Paper
Workers' Branch
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VICTORIA 3003

PH: (03) 9274 9282
FAX: (03) 9274 9284
Email: info@cfmeu.org

SUB-BRANCHES

- Maryvale
- Melbourne
- Millicent
- Nowra
- Petrie
- Sydney
- Tumut
- Tasmania

30 June 2010

Mr Michael Hartman
Chief Executive Officer
ForestWorks ISC
PO Box 612
North Melbourne VIC 3051

Dear Michael,

Re: Review of the Pulp and Paper Manufacturing Industry Training Package

This is to confirm that the CFMEU Forestry and Furnishing Products Division (CFMEU FFPD) has been involved in the ForestWorks ISC Project covering the review of the FPP01 Pulp and Paper Manufacturing Industry Training Package.

This Project has produced a comprehensively reviewed and validated product through a process fully supported by the CFMEU FFPD. We have been involved in the consultation process and have participated on the Steering Committee for the Project.

Accordingly, the CFMEU FFPD supports the submission to the NQC of the FPP10 Pulp and Paper Manufacturing Industry Training Package, which will provide the industry with a more flexible training package aligned to current and emerging industry skill requirements.

Yours sincerely,

Alex Millar
Senior Vice President
CFMEU FFPD



8th April 2010

Mr Michael Hartman
Chief Executive Officer
ForestWorks ISC
PO Box 612
North Melbourne VIC 3051

Dear Michael,

Re: *Review of the Pulp and Paper Manufacturing Industry Training Package*

This is to confirm that Amcor Australasia – Paper Division has been involved in the ForestWorks ISC Project covering the review of the FPP01 Pulp and Paper Manufacturing Industry Training Package.

This Project has produced a comprehensively reviewed and validated product through a process fully supported by Amcor Australasia – Paper Division. We have been involved in the consultation process and have participated on the Steering Committee for the Project.

Accordingly, Amcor Australasia – Paper Division supports the submission to the NQC of the FPP10 Pulp and Paper Manufacturing Industry Training Package, which will provide the industry with a more flexible training package aligned to current and emerging industry skill requirements.

Yours sincerely,

Sally Georgas
HR Business Partner
Amcor Australasia

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ForestWorks ISC
PO Box 612
North Melbourne VIC 3051

Dear Michael,

Re: Review of the Pulp and Paper Manufacturing Industry Training Package

This is to confirm that Australian Paper has been involved in the ForestWorks ISC Project covering the review of the FPP01 Pulp and Paper Manufacturing Industry Training Package.

This Project has produced a comprehensively reviewed and validated product through a process fully supported by Australian Paper. We have been involved in the consultation process and have participated on the Steering Committee for the Project.

Accordingly, Australian Paper supports the submission to the NQC of the FPP10 Pulp and Paper Manufacturing Industry Training Package, which will provide the industry with a more flexible training package aligned to current and emerging industry skill requirements.

Yours sincerely,

Mark Nelson
General Manager Human Resources

28 March 2010

Mr Michael Hartman
Chief Executive Officer
ForestWorks ISC
PO Box 612
North Melbourne VIC 3051

Dear Michael,

Re: *Review of the Pulp and Paper Manufacturing Industry Training Package*

This is to confirm that Kimberly-Clark Australia has been involved in the ForestWorks ISC Project covering the review of the FPP01 Pulp and Paper Manufacturing Industry Training Package.

This Project has produced a comprehensively reviewed and validated product through a process fully supported by this company. We have been involved in the consultation process and have participated on the Steering Committee for the Project.

Accordingly, Kimberly-Clark Australia supports the submission to the NQC of the FPP10 Pulp and Paper Manufacturing Industry Training Package, which will provide the industry with a more flexible training package aligned to current and emerging industry skill requirements.

Yours sincerely,



John Martin-Brown
Human Resources Manager
Millicent Mill
Kimberly-Clark Australia

MEMO

To: Mr Michael Hartzman
Copy:
From: Tim Morgan – Human Resources Advisor Learning and Development
Date: 5 July 2010
Subject: **Feedback on Pulp and paper Manufacturing Industry Training Package**

Mr Michael Hartzman
Chief Executive Officer
ForestWorks ISC
PO Box 612
North Melbourne Vic 3051

Dear Michael

Re: Review of the Pulp and Paper Manufacturing Industry Training Package

This memo is to confirm that Norske Skog Boyer Paper Mill has been involved in the ForestWorks ISC Project. This review was extensive covering all competencies' in the FPP01 Pulp and Paper Manufacturing Industry Training Package.

This Project has produced a comprehensive y reviewed and validated product through a process that has been fully supported by The Boyer Paper Mill. We have been involved in the consultation process and have participated on the steering committee for this project through numerous updates and phone conference calls.

According our mill supports the submission to the NQC of the FPP10 Pulp and Paper Manufacturing Industry Training Package, which will provide our Industry with a more flexible training package aligned to current and emerging industry skill Requirements.

Yours Sincerely



Tim Morgan

Human Resources Advisor
Learning and Development

Norske Skog Paper Mills (Australia) Limited
Boyer

Boyer
Tasmania 7140
Australia

ADN: 84 009 477 132
Phone: +61 3 6261 0111
Fax: +61 3 6261 3247

Document1



26 March 2010

Mr Michael Hartman
Chief Executive Officer
ForestWorks ISC
PO Box 612
North Melbourne VIC 3051

Dear Michael,

Re: Review of the Pulp and Paper Manufacturing Industry Training Package

This is to confirm that SCA Hygiene Australasia has been involved in the ForestWorks ISC Project covering the review of the FPP01 Pulp and Paper Manufacturing Industry Training Package.

This Project has produced a comprehensively reviewed and validated product through a process fully supported by SCA Hygiene Australasia. We have been involved in the consultation process and have participated on the Steering Committee for the Project.

Accordingly, SCA Hygiene Australasia supports the submission to the NQC of the FPP10 Pulp and Paper Manufacturing Industry Training Package, which will provide the industry with a more flexible training package aligned to current and emerging industry skill requirements.

Yours sincerely,

A blue ink handwritten signature, appearing to read 'Helen Chester', with several loops and a long tail extending to the right.

Helen Chester
Organisational Development & Human Resources Manager
SCA Hygiene Australasia

SCA HYGIENE AUSTRALASIA
A sa Street
Box Hill Vic 3126
Australia
Tel +61 3 9258 0535
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26th March 2010

Steering Committee Members
Pulp & Paper Manufacturing Industry Training Package Review
(by email)

Dear Colleagues

First, may I apologise to you for my inability to attend this final Steering Committee Meeting and thank you to Alex Millar, a ForestWorks' Director for agreeing to Chair the meeting in my absence.

Second, I would like to thank you all for your time and efforts on behalf of industry and on our behalf, can I extend our gratitude to ForestWorks and to Sue Richter for their work.

Perhaps most importantly, I think it is necessary that I articulate here what I would have said had I attended the meeting.

In validating the processes used to develop the Training Package, including the comprehensive consultations, the Steering Committee must do so as the completed work stands at this time. In doing so, and in passing the Training Package over to ForestWorks as it pursues its endorsement, we recognise that there may be amendments and adjustments to meet the National Quality Criteria.

Equally, in that recognition, we all know that full information of any amendments will be provided to the ForestWorks Board of Directors and to the industry through the Industry Skills Development Unit.

No doubt, Steering Committee members will join me in expressing a desire that the Training Package be endorsed and available for use as soon as possible.

Again, many thanks to everyone for their efforts and support.

Yours sincerely

Tim Woods
Chairperson

AUSTRALIA PACIFIC ASIA



24 November 2010

Mr Michael Hartman
CEO
ForestWorks ISC
559a Queensberry Street,
North Melbourne
Vic 3051

ForestWorks Ltd, NSW Office

Office: Ground Floor, 11 George Street,
Parramatta
Postal: PO Box 486
Parramatta
NSW – 2124

Telephone: (02) 8898 6990

Facsimile: (02) 8898 6991

Email: smukherjee@forestworks.com.au

Dear Michael,

Re: Pulp and Paper Manufacturing Industry Training Package (FPP10) Version 1

This is to confirm the NSW Forest and Forest Products Industry Training Advisory Body's (ITAB) support of ForestWorks' submission to the National Quality Council of Version 1 of the Pulp and Paper Manufacturing Industry Training Package (FPP10).

The ITAB has been involved with the revision of this Training Package, and we have been fully consulted regarding the new qualification structure and units of competency contained within the submission and we are entirely supportive of same.

ForestWorks has ensured the involvement of all key NSW stakeholders during the development, consultation and validation stages of this project and on behalf of the NSW Forest and Forest Products Industry Training Advisory Body Steering Committee members, I have no hesitation in providing support for the revised Training Package which will provide industry with a Training Package that reflects the workplace and enables greater relevance and higher usage with a structure that is more closely aligned to current and emerging industry skill requirements.

Yours sincerely

Sharmily Mukherjee
Executive Officer
ForestWorks NSW



Improving industry's capacity to develop and maintain a skilled workforce

15 November 2010

Mr Michael Hartman
CEO
ForestWorks ISC
559a Queensberry Street,
North Melbourne Vic 3051

Dear Michael,

Re: Pulp and Paper Manufacturing Industry Training Package (FPP10) Version 1

This is to confirm the ForestWorks Queensland branch support of ForestWorks' submission to the National Quality Council of Version 1 of the Pulp and Paper Manufacturing Industry Training Package (FPP10).

I have been involved with the revision of this Training Package, and I have been fully consulted regarding the new qualification structure and units of competency contained within the submission and I am entirely supportive of same.

ForestWorks has ensured the involvement of all key Queensland stakeholders during the development, consultation and validation stages of this project and I have no hesitation in providing support for the revised Training Package which will provide industry with a Training Package that reflects the workplace and enables greater relevance and higher usage with a structure that is more closely aligned to current and emerging industry skill requirements.

Yours sincerely,

Bruce Harle
Branch Manager
Queensland

ForestWorks Ltd

PO Box 612, North Melbourne, Victoria 3051

Suite 1, Ground Floor, 559A Queensberry St, North Melbourne, Victoria



"Improving industry's capacity to develop and maintain a skilled workforce"

15 November 2010

Mr Michael Hartman
CEO
ForestWorks ISC
559a Queensberry Street,
North Melbourne Vic 3051

Dear Michael,

Re: Pulp and Paper Manufacturing Industry Training Package (FPP10) Version 1

This is to confirm that ForestWorks Tasmania acting on behalf of the Tasmanian Forest Industry Training Board under a formal Heads of Agreement arrangement wishes to express our support of ForestWorks' submission to the National Quality Council of Version 1 of the Pulp and Paper Manufacturing Industry Training Package (FPP10).

I have been involved with the revision of this Training Package, and I have been fully consulted regarding the new qualification structure and units of competency contained within the submission and I am entirely supportive of same.

ForestWorks has ensured the involvement of all key Tasmanian stakeholders during the development, consultation and validation stages of this project and I have no hesitation in providing support for the revised Training Package which will provide industry with a Training Package that reflects the workplace and enables greater relevance and higher usage with a structure that is more closely aligned to current and emerging industry skill requirements.

Yours sincerely,

Damian Peirce
Manager, ForestWorks Tasmania

PO Box 2146 Launceston 7250
Shop 4 Cornwall Transit Centre Cimitiere Street Launceston 7250
Telephone 03 6331 6077 Fax 03 6331 1679

"Improving industry's capacity to develop and maintain a skilled workforce"
A not for profit, skill development and training advisory board

Improving industry's capacity to develop and maintain a skilled workforce

8th December, 2010

To Whom It May Concern,

Re: Victorian Forest and Timber Products Industry Training Advisory Body

This letter is to confirm the Victorian Forest and Timber Industry Training Advisory Body's (ITAB) involvement and support for the Pulp and Paper Manufacturing Industry Training Package (FPP10 Version 1), going to the National Quality Council for Endorsement.

Forestworks has ensured that key Victorian stakeholders were fully engaged in all facets of review, development, consultation and validation stages of the training package. This engagement was inclusive of members of the Victorian Forest and Timber Products ITAB Steering Committee.

The Victorian Forest and Timber Products ITAB is proud to support the Pulp and Paper Manufacturing Industry Training Package (FPP10 V.1) moving forward to endorsement, confident that it will provide the industry with standards that accurately reflect the modern workplace inclusive of new and emerging industry skills.

I look forward to hearing of its successful endorsement.

Yours Sincerely,



Jane Calvert

Chair - Forest Industry Advisory Committee

APPENDIX C: Quality Report

QUALITY REPORT
PULP AND PAPER MANUFACTURING INDUSTRY TRAINING PACKAGE (FPP10)

PREPARED FOR FORESTWORKS BY:
Nicola Burridge
TMI Management Solutions
November 2010

SECTION 1: DETAILS OF DRAFT TRAINING PACKAGE COMPONENTS

INFORMATION REQUIRED	DETAIL
Training Package title and code	Pulp and Paper Manufacturing Industry Training Package (FPP10)
Number of new or revised qualifications or total number if a whole Training Package review	80 units of competency
Number of new or revised units or total number if a whole Training Package review	7 qualifications
Sampling size of units	10 units
Summary of comments including a definitive statement on whether the draft endorsed components meet the Training Package Quality Principles in Section 2	<p>The panel member was appointed at the beginning of the review process and has provided feedback during development in addition to the completion of this final report. Quality assurance processes have also included external equity review. Forestworks edited the draft components with guidance and support from an Editorial panel member.</p> <p>Delivery and assessment of this Training Package takes place almost completely in industry, on-the job, under auspicing arrangements with Registered Training Organisations. There is virtually no delivery of the industry-specific content in an institutional context. Summary comments on the draft endorsed components and the quality principles appear below:</p> <p>Responsiveness: current industry research informed the development process; industry is the main user of the Training Package and was fully involved; there is evidence of industry support</p> <p>Recognition: Convergence and connectivity is recognised through use of units from other Training Packages; packaging rules are clear and consistent; licensing requirements are appropriately referenced. One item raised in this review and in the equity review relates to the statement. <i>'Units previously achieved as part of the successful completion of another qualification in Pulp and Paper manufacturing may not be counted toward this qualification with the exception of Core units and Support Electives.'</i> While this appears at odds with principles of recognition and portability, the rationale provided (see below) seems sound.</p> <p>Flexibility: All qualifications meet National Quality Council (NQC) flexibility requirements and allow for application in different mills with varying work structures and operating contexts</p> <p>Functionality: Draft components are clearly written and support sound assessment; policy is met (some minor adjustments being finalised at time of report)</p> <p>Overall the draft endorsed components meet the Training Package quality principles.</p>
Panel member completing Quality Report	Nicola Burridge, TMI Management Solutions
Statement confirming Panel member has not been involved in the development or validation activities associated with this Training Package	Nicola Burridge has not been involved in the development or validation activities associated with this Training Package.
Date completed	26 November 2010

SECTION 2: COMMENTS ON HOW THE DRAFT TRAINING PACKAGE COMPONENTS MEET THE QUALITY PRINCIPLES

QUALITY PRINCIPLES	KEY FEATURES	EVIDENCE	COMMENTS
	<i>The endorsed components of a Training Package must ...</i>	<i>How do the endorsed components of a Training Package achieve this?</i>	<i>Provide brief commentary on the whether the draft endorsed components meet the Quality Principles with specific reference to the evidence provided</i>
Responsiveness <i>...to the needs of contemporary industry and its workforce</i>	Reflect contemporary work organisation and job profiles incorporating a futures orientation Be driven by industry's needs Respond to government broad policy initiatives	Open and inclusive consultation and validation commensurate with scope and impact is conducted Other national and international standards for skills are considered Clever, sustainable approaches to incorporate feedback from stakeholders Innovative responses to government policy initiatives	<ul style="list-style-type: none"> • Sound industry consultation took place as part of the planning process, with a key focus on changes in work practices and technologies • Membership of steering committees and working groups included key personnel from industry, unions and RTOs • An extensive range of meetings was held with stakeholders during the development process, and mill personnel were directly involved in the re-drafting of detailed content to reflect workplace needs • Letters of support are included from key industry organisations • Broader government initiatives have been reflected through the integration of sustainability in Training Package content
Recognition <i>..of an individual's competence across industries and occupations</i>	Recognise convergence and connectivity of skills Support movement of skills within and across organisations and sectors Promote national and international portability Reflect licensing and regulatory requirements	Incorporation of cross industry units and qualifications Clear and consistent packaging rules for qualifications Qualification framework and pathways are effectively designed Incorporation of skill sets Qualification outcomes are aligned with the Australian Qualifications Framework Other national and international standards for skills are considered Solutions to incorporate licensing and regulatory requirements are brokered	<ul style="list-style-type: none"> • Convergence and connectivity is recognised through significant use of units from other Training Packages, including manufacturing, transport and cross-industry units • Duplication has been reduced through deletion of many units • Packaging rules are clear and consistent • Papermaking and Pulping qualifications are very similar, with almost half of the specialisations common to both. While this raises a question about overlap Forestworks advises that industry seeks recognition of two separate pathways. The structure also provides opportunities for skilling across operational contexts. • Licensing and regulatory requirements are kept separate from units of competency, but are appropriately referenced, including potential unit specific requirements • Qualification packaging rules state '<i>Units previously achieved as part of the successful completion of another qualification in Pulp and Paper manufacturing may not be counted toward this qualification with the exception of Core units and Support Electives</i>'. This appears to be at odds with the principles of recognition and portability. Forestworks advises that qualifications are now much more flexible, which means that elective units are extensive and include units recommended for packaging at different levels The objective of restricting selection of units already achieved is to maintain rigour & ensure achievement of new skills for different jobs

QUALITY PRINCIPLES	KEY FEATURES	EVIDENCE	COMMENTS
<p>Flexibility</p> <p><i>...to meet individual enterprise and learner needs</i></p>	<p>Meet the diversity of individual and enterprise needs</p> <p>Support equitable access and progression of learners</p> <p>Support learner transition between education sectors</p>	<p>Clear and consistent packaging rules for qualifications</p> <p>Provide flexible qualifications that enable application in different contexts</p> <p>Provide multiple entry and exit points</p> <p>Pre and co-requisite units of competency are minimized</p> <p>Units of competency are clearly written and have consistent breadth and depth</p> <p>Advice is provided on implementation/pathways</p>	<ul style="list-style-type: none"> All qualifications meet NQC flexibility requirements Packaging rules allow for a wide range of unit combinations to meet the particular needs and work structures of different mills Pathways advice is provided in the qualifications pathways chart, and this includes information about particular job roles and career progressions There are no pre-requisite units of competency There is an entry requirement for the Certificate IV qualifications in Papermaking and Pulp and Paper Operations, which is appropriate given the specialised nature of the work involved. It also reflects workplace practice
<p>Functionality</p> <p><i>...through ease of understanding, clever design and consistency with policy and publication requirements</i></p>	<p>Support implementation across a range of settings</p> <p>Support sound assessment practice</p> <p>Not impose structural barriers to implementation</p>	<p>Advice is provided on implementation/pathways</p> <p>Units of competency are clearly written and have consistent breadth and depth</p> <p>Clear and consistent packaging rules for qualifications</p> <p>Compliance with the National Training Information System (NTIS)/National Register standard for loading and publication</p> <p>Compliance with Training Package policy</p>	<ul style="list-style-type: none"> Units of competency are clearly written and have consistent depth and breadth, with enhancements in the Required Skills and Knowledge that assist sound assessment Content has been developed in the CAT format (some final formatting changes are being made to ensure compliance at the time of this review) Training Package policy is met with a minor exceptions: <ul style="list-style-type: none"> In relation to pre-requisite units (which only appear in elective units imported from other Training Packages), advice has been provided to Forestworks that the pre-requisite units also need to be imported and listed; adding specific details in the qualification was also suggested Qualifications mapping chart to FPP01 missing and currently being added Information in the Application of the unit and the Evidence Guide is standardised and quite repetitive. It is therefore of limited value. This was raised in earlier quality assurance feedback, but reflects a very considered industry approach, where work practices and operating environments vary widely between mills. This means that each individual mill must be allowed to determine particular applications and critical assessment considerations. Industry preference was originally to not include information in these sections, but inclusion is currently required by policy. Potentially the streamlining of Training Packages may allow for future removal