

**FPP10 Pulp and Paper Manufacturing Industry Training
Package**

**Victorian Purchasing Guide
Version No 1.1
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Purchasing Guide — Version History

Purchasing Guide Version	Date Approved	Training Package Version	Comments
Version 1.1	14/02/2012	FPP10 Version 1.1	<p>This Purchasing Guide reflects the changes to the FPP10 Pulp and Paper Manufacturing Training Package Version 1.1 which replaces FPP10 Pulp and Paper Manufacturing Training Package Version 1.</p> <p>New Imported Units</p> <p>The following units from FPI05 Forest and Forest Products Training Package have been added to the elective bank in FPP50110 Diploma of Pulp and Paper Process Management:</p> <p>FPICOT6205A Prepare an enterprise carbon management report</p> <p>FPICOR6201A Manage sustainability in the workplace</p> <p>FPICOT5208A Build and maintain community relationships</p> <p>FPICOT5207A Implement sustainability in the workplace</p> <p>FPICOT6201A Manage community engagement</p>
Version 1		FPP10 Version 1	<p>Primary release</p> <p>FPP10 Pulp and Paper Manufacturing Training Package Version 1 which replaces FPP01 Pulp and Paper Manufacturing Training Package Version 1</p> <p>The number of qualifications have been reduced from nine to seven.</p> <p>'Manufacturing' and 'services' qualifications have been replaced with Certificates II, III and IV in Pulping Operations and Certificate II, III and IV in Papermaking Operations.</p> <p>New FPP10 V.1. units:</p> <p>FPPSUS210A Apply sustainable work practices/policies, packaged at Certificates II, III and IV</p> <p>FPPSUS510A Develop workplace policy and procedures for sustainability at Diploma level</p> <p>Imported units as electives - 'Support' skills</p> <p>MSACMT271A Use sustainable environmental practices</p> <p>MSACMT270A Use sustainable energy practices</p> <p>MSAENV472B Implement and monitor environmentally sustainable work practices</p> <p>Code changes</p> <p>FPPCPP Coated paper processes</p> <p>FPPCPR Chemical preparation</p> <p>FPPCSK Computer skills</p> <p>FPPDEO Dry end operations</p> <p>FPPENV Environmental monitoring</p> <p>FPPEPG Electrical power generation</p> <p>FPPFCO Finishing and converting</p> <p>FPPHWP Handling and preparing waste paper for pulp production</p> <p>FPPMHV Materials handling vehicles</p>

			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 dispatch
			FPPWAS	Water services
			FPPWEO	Wet end operations
			FPPWPO	Waste paper operations

FPP10Pulp and Paper Manufacturing Training Package Victorian Purchasing Guide

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INTRODUCTION

What is a Victorian Purchasing Guide?

The Victorian Purchasing Guide provides information for use by Registered Training Organisations (RTOs) in the provision of Victorian government subsidised training.

Specifically the Victorian Purchasing Guide provides the following information related to the delivery of nationally endorsed Training Packages in Victoria:

- The nominal hour range (minimum-maximum) available for each qualification.
- Nominal hours for each unit of competency within the Training Package.
- Sample Training Programs

Registration

RTOs must be registered by either the Victorian Registration and Qualifications Authority (VRQA) or the Australian Skills Qualification Authority (ASQA) regulatory body to be eligible to issue qualifications and statements of attainment under the Australian Quality Framework (AQF).

The VRQA is the regulatory authority for Victoria that registers VET training organisations who provide courses to domestic students only and who only offer training in Victoria.

To register to provide training to international students and in other Australian states and territories you will need to apply with ASQA.

QUALIFICATIONS

Code	Title	Range of Nominal Hours	Comments
FPP20110	Certificate II in Pulping Operations	206-530	
FPP20210	Certificate II in Papermaking Operations	276-570	
FPP30110	Certificate III in Pulping Operations	336-665	
FPP30210	Certificate III in Papermaking Operations	336-740	
FPP40110	Certificate IV in Pulping Operations	500-695	This qualification has entry requirements of sector specific units, three units must be completed either before or while undertaking the Certificate IV in Pulping Operations.
FPP40210	Certificate IV in Papermaking Operations	500-685	This qualification has entry requirements of sector specific units. Depending on the sector there are a minimum of two units and a maximum of three units must be completed either before or while undertaking the Certificate IV in Papermaking Operations.
FPP50110	Diploma of Pulp and Paper Process Management	445-770	

- Nominal hour range for qualification — includes the units in the qualification and their prerequisites.
- In addition, some qualifications have an entry requirement of specified units or their equivalent. These units have a nominal hour value that is not included in the nominal hours as they are outside the qualification packaging rules.

UNITS OF COMPETENCY AND NOMINAL HOURS

RTOs are advised that there is a mapping inside the Training Package that describes the relationship between new units and superseded or replaced units from the previous version of ACM10 Animal Care and Management Training Package. Information regarding transition arrangements can be obtained from the state or national VET Regulating Authority (see Contacts and Links section).

You must be sure that all training and assessment leading to qualifications or Statements of Attainment from the Training Package is conducted against the Training Package units of competency and complies with the requirements in the assessment guidelines.

Listing of the Units of Competency and Nominal Hours

Unit Code	Unit Title	Nominal Hours
FPPCPP210A	Monitor and control coated paper processes	90
FPPCPP320A	Prepare and start up coated paper processes	90
FPPCPP330A	Co-ordinate the shutdown of coated paper processes	45
FPPCPP440A	Troubleshoot and rectify coated paper processes	175
FPPCPR210A	Prepare chemical products	45
FPPCSK310A	Operate process control equipment	40
FPPDEO210A	Monitor and control dry end operations	100
FPPDEO320A	Prepare and start up dry end operations	90
FPPDEO330A	Co-ordinate and implement dry end shutdown	45
FPPDEO440A	Troubleshoot and rectify dry end systems	175
FPPENV210A	Identify and monitor environmental discharges/emissions	20
FPPENV320A	Monitor and control environmental hazards	20
FPPEPG210A	Monitor and control power generation system	90
FPPEPG320A	Manage a power generation system startup	55
FPPEPG330A	Co-ordinate power generation system shutdown	45
FPPEPG440A	Troubleshoot and rectify power generation system	175
FPPFCO210A	Monitor, control and shut down finishing and converting operations	75
FPPFCO320A	Prepare and start up finishing and converting operations	160
FPPFCO340A	Troubleshoot and rectify finishing and converting systems	175
FPPHWP250A	Store and dispatch waste paper	40
FPPHWP260A	Receive waste paper	30
FPPHWP270A	Unload waste paper	30
FPPMHV210A	Operate overhead crane	40
FPPNUM210A	Estimate and calculate basic data	25
FPPNUM320A	Measure and calculate routine workplace data	35
FPPNUM430A	Calculate and analyse production and financial performance	40
FPPOHS210A	Participate in OHS processes	20
FPPOHS310A	Contribute to OHS processes	20
FPPOHS320A	Maintain OHS processes	40
FPPOHS410A	Identify, assess and control OHS risk in own work	40
FPPOHS420A	Manage OHS processes	40
FPPPLN210A	Plan and undertake a routine task	15
FPPPLN420A	Plan a complex activity	40
FPPPRM210A	Undertake operator level preventative maintenance	25
FPPPRM220A	Perform lubrication	20
FPPPRS210A	Identify and rectify problems in the workplace	15
FPPPRS320A	Solve systemic problems in the workplace	50
FPPPRV210A	Operate ancillary equipment	40
FPPPRV320A	Co-ordinate and direct clothing changes	35
FPPPUL210A	Monitor and control pulping operations	45
FPPPUL250A	Store and distribute pulped product	45
FPPPUL320A	Prepare and start up pulping system operations	90



Unit Code	Unit Title	Nominal Hours
FPPUL330A	Co-ordinate and implement pulping plant shutdowns	45
FPPUL440A	Troubleshoot and rectify pulping processes	200
FPPQAS210A	Apply basic quality practices	20
FPPQAS420A	Co-ordinate in-process quality assurance	35
FPPQAS430A	Oversee quality assurance process	40
FPPREC210A	Monitor and control chemical recovery operations	100
FPPREC320A	Prepare and start up chemical recovery operations	90
FPPREC330A	Co-ordinate and implement chemical recovery shutdowns	45
FPPREC440A	Troubleshoot and rectify chemical recovery operations	200
FPPREL210A	Contribute to effective working relationships	50
FPPRES210A	Prepare and operate the woodchip production system	75
FPPRES250A	Distribute woodchips	45
FPPRES260A	Receive materials	45
FPPRES270A	Unload materials	45
FPPRES340A	Troubleshoot and rectify primary resource operations	185
FPPSPR210A	Monitor and control stock preparation systems	100
FPPSPR320A	Prepare and start up stock preparation system for production	100
FPPSPR330A	Co-ordinate and implement stock preparation system shutdown	45
FPPSPR440A	Troubleshoot and rectify stock preparation systems	200
FPPSTM210A	Monitor and control boiler operation	100
FPPSTM320A	Manage steam boiler startup	65
FPPSTM330A	Shut down and bank steam boiler	65
FPPSTM440A	Troubleshoot and rectify boiler plant systems	175
FPPSUS210A	Apply sustainable work practices/policies	20
FPPSUS510A	Develop workplace policy and procedures for sustainability	50
FPPWAR250A	Store product	20
FPPWAR255A	Prepare and dispatch product	30
FPPWAR280A	Warehouse product packaging	30
FPPWAS210A	Operate water systems	90
FPPWAS340A	Troubleshoot and rectify water systems	175
FPPWEO210A	Monitor and control wet end operations	100
FPPWEO320A	Prepare and start up wet end operations	90
FPPWEO330A	Co-ordinate and implement wet end shutdown	45
FPPWEO440A	Troubleshoot and rectify wet end systems	200
FPPWPO210A	Monitor and control waste paper operations	90
FPPWPO320A	Prepare and start up waste paper operations	90
FPPWPO330A	Co-ordinate and implement waste paper shutdown	45
FPPWPO440A	Troubleshoot and rectify waste paper operations	175

SAMPLE TRAINING PROGRAMS

A range of Sample Training Plans have been provided to demonstrate the flexibility of qualifications contained in the **Code Title Training Package**, but are by no means mandatory.

Occupation / Work Function	Waste Paper Assistant	
Qualification Title	Certificate II in Pulping Operations	
Qualification Code	FPP20110	
Description	This unit applies to operators who monitor and control waste paper operations in the pulp and paper industry. This work typically involves complex integrated equipment and continuous operations.	
Unit Code	Unit Title	Hours
Core		
FPPQAS210A	Apply basic quality practices	20
MSAPMSUP101A	Clean workplace or equipment	20
Electives		
<i>(Industry Specialisation)</i>		
FPPWPO210A	Monitor and control waste paper operations	90
<i>(Supplementary Electives)</i>		
FPPPRM220A	Perform lubrication	20
MSACMT281A	Contribute to the application of a proactive maintenance strategy	30
FPPPRS210A	Identify and rectify problems in the workplace	15
FPPPRM210A	Undertake operator level preventative maintenance	25
MEM18002B	Use power tools/hand held operations	20
<i>(Support Electives)</i>		
FPPNUM210A	Estimate and calculate basic data	25
BSBCMM101A	Apply basic communication skills	40
FPPSUS210A	Apply sustainable work practices/policies	20
FPPOHS210A	Participate in OHS processes	20
Total Hours		345

Occupation / Work Function	Finishing and Converting Assistant	
Qualification Title	Certificate II in Papermaking Operations	
Qualification Code	FPP20210	
Description	This unit applies to operators who monitor, control and shut down finishing and converting operations in the pulp and paper industry. This work typically involves complex integrated equipment and continuous operations	
Unit Code	Unit Title	Hours
Core		
FPPQAS210A	Apply basic quality practices	20
MSAPMSUP101A	Clean workplace or equipment	20
Electives		
<i>(Industry Specialisation)</i>		
FPPFCO210A	Monitor, control and shut down finishing and converting operations	75
<i>(Supplementary Electives)</i>		
FPPCSK310A	Operate process control equipment	40
MSAPMOPS212A	Use enterprise computer or data systems	30
FPPPRM210A	Undertake operator level preventative maintenance	25
MEM18002B	Use power tools/hand held operations	20
FPPPRS210A	Identify and rectify problems in the workplace	15
<i>(Support Electives)</i>		
FPPNUM210A	Estimate and calculate basic data	25
BSBCMM201A	Communicate in the workplace	40
FPPOHS210A	Participate in OHS processes	20
FPPSUS210A	Apply sustainable work practices/policies	20
Total Hours		350

Occupation / Work Function	Dry End Assistant	
Qualification Title	Certificate II in Papermaking Operations	
Qualification Code	FPP20210	
Description	This unit applies to operators who monitor and control dry end operations in the pulp and paper industry. This work typically involves complex integrated equipment and continuous operations.	
Unit Code	Unit Title	Hours
Core		
FPPQAS210A	Apply basic quality practices	20
MSAPMSUP101A	Clean workplace or equipment	20
Electives		
<i>(Industry Specialisation)</i>		
FPPDEO210A	Monitor and control dry end operations	100
<i>(Supplementary Electives)</i>		
FPPCSK310A	Operate process control equipment	40
MSAPMOPS212A	Use enterprise computer or data systems	30
FPPENV210A	Identify and monitor environmental discharges/emissions	20
FPPPLN210A	Plan and undertake a routine task	15
MSL973001A	Perform basic tests	60
<i>(Support Electives)</i>		
FPPNUM210A	Estimate and calculate basic data	25
BSBCMM201A	Communicate in the workplace	40
FPPOHS210A	Participate in OHS processes	20
FPPSUS210A	Apply sustainable work practices/policies	20
Total Hours		410

Occupation / Work Function	Pulping Operator	
Qualification Title	Certificate III in Pulping Operations	
Qualification Code	FPP30110	
Description	This unit applies to operators who prepare and start up pulping system operations in the pulp and paper industry. This work typically involves complex integrated equipment and continuous operations.	
Unit Code	Unit Title	Hours
Core		
FPPPRS210A	Identify and rectify problems in the workplace	15
BSBCMM201A	Communicate in the workplace	40
Electives		
<i>(Industry Specialisation)</i>		
FPPPUL210A	Monitor and control pulping operations	45
FPPPUL320A	Prepare and start up pulping system operations	90
FPPPUL330A	Co-ordinate and implement pulping plant shutdowns	45
<i>(Supplementary Electives)</i>		
BSBOHS403B	Identify hazards and assess OHS risks	60
FPPPRM210A	Undertake operator level preventative maintenance	25
<i>(Support Electives)</i>		
FPPNUM320A	Measure and calculate routine workplace data	35
FPPQAS210A	Apply basic quality practices	20
FPPSUS210A	Apply sustainable work practices/policies	20
FPPOHS310A	Contribute to OHS processes	20
Total Hours		415

Occupation / Work Function	Chemical Recovery Operator	
Qualification Title	Certificate III in Papermaking Operations	
Qualification Code	FPP30210	
Description	This unit applies to operators who prepare and start up chemical recovery operations in the pulp and paper industry. This work typically involves complex integrated equipment and continuous operations.	
Unit Code	Unit Title	Hours
Core		
FPPPRS210A	Identify and rectify problems in the workplace	15
BSBCMM201A	Communicate in the workplace	40
Electives		
<i>(Industry Specialisation)</i>		
FPPREC210A	Monitor and control chemical recovery operations	100
FPPREC320A	Prepare and start up chemical recovery operations	90
FPPREC330A	Co-ordinate and implement chemical recovery shutdowns	45
<i>(Supplementary Electives)</i>		
MEM14005A	Plan a complete activity	20
FPPPRS320A	Solve systemic problems in the workplace	50
<i>(Support Electives)</i>		
FPPNUM320A	Measure and calculate routine workplace data	35
FPPOHS310A	Contribute to OHS processes	20
FPPQAS210A	Apply basic quality practices	20
MSACMT271A	Use sustainable environmental practices	30
Total Hours		465

Occupation / Work Function	Steam Generation/Boilerhouse Senior Operator	
Qualification Title	Certificate IV in Pulping Operations	
Qualification Code	FPP40110	
Description	This unit applies to persons who troubleshoot and rectify boiler plant systems in the pulp and paper industry. This work typically involves complex integrated equipment and continuous operations.	
Notes	Entry requirements apply for this qualification. Refer to the training package qualification packaging rules for more information.	
Unit Code	Unit Title	Hours
Core		
FPPPRS320A	Solve systemic problems in the workplace	50
TLIE607D	Collect, analyse and present workplace data and information	30
Electives		
<i>(Industry Specialisation)</i>		
FPPSTM440A	Troubleshoot and rectify boiler plant systems	175
<i>(Supplementary Electives)</i>		
BSBOHS406C	Use equipment to conduct workplace monitoring	60
BSBFLM305C	Support operational plan	40
TAEASS402A	Assess competence	15
<i>(Support Electives)</i>		
FPPNUM320A	Measure and calculate routine workplace data	35
FPPOHS320A	Maintain OHS processes	40
FPPQAS420A	Co-ordinate in-process quality assurance	35
MSACMT271A	Use sustainable environmental practices	30
Total Hours		510



Occupation / Work Function	Wet End Senior Operator	
Qualification Title	Certificate IV in Papermaking Operations	
Qualification Code	FPP40210	
Description	This unit applies to operators who troubleshoot and rectify wet end systems in the pulp and paper industry. This work typically involves complex integrated equipment and continuous operations.	
Notes	Entry requirements apply for this qualification. Refer to the training package qualification packaging rules for more information.	
Unit Code	Unit Title	Hours
Core		
FPPPRS320A	Solve systemic problems in the workplace	50
TLIE607D	Collect, analyse and present workplace data and information	30
Electives		
<i>(Industry Specialisation)</i>		
FPPWEO440A	Troubleshoot and rectify wet end systems	200
<i>(Supplementary Electives)</i>		
FPPPRV320A	Co-ordinate and direct clothing changes	35
TAEASS301A	Contribute to assessment	10
TAEDEL404A	Mentor in the workplace	30
<i>(Support Electives)</i>		
FPPNUM320A	Measure and calculate routine workplace data	35
FPPOHS320A	Maintain OHS processes	40
FPPQAS420A	Co-ordinate in-process quality assurance	35
MSACMT270A	Use sustainable energy practices	30
Total Hours		495

Occupation / Work Function	Production Manager	
Qualification Title	Diploma of Pulp and Paper Process Management	
Qualification Code	FPP50110	
Description	This unit generally applies to those who work in the pulp and paper manufacturing industry, managing safety, quality and productivity requirements.	
Unit Code	Unit Title	Hours
Core		
FPPNUM430A	Calculate and analyse production and financial performance	40
FPPOHS420A	Manage OHS processes	40
FPPPLN420A	Plan a complex activity	40
FPPQAS430A	Oversee quality assurance process	40
FPPSUS510A	Develop workplace policy and procedures for sustainability	50
BSBWOR501B	Manage personal work priorities and professional development	60
Electives		
TLIE607D	Collect, analyse and present workplace data information	30
TAETAS501A	Undertake organisational training needs analysis	40
BSBWRK506A	Coordinate research and analysis	30
BSBPMG510A	Manage projects	60
BSBAUD501B	Initiate a quality audit	40
TAEASS401A	Plan assessment activities and processes	20
Total Hours		490

CONTACTS AND LINKS

Industry Skills Council (ISC)		
AgriFood Skills	This ISC is responsible for developing this FPP10 Paper and Pulp Manufacturing Training Package and can be contacted for further information. You can also source copies of the Training Package and support material.	<p>Address</p> <p>Level 3, 10-12 Brisbane Ave, Barton, ACT 2600</p> <p>Mail: PO Box 5450 Kingston ACT 2604</p> <p>Tel: 02 6163 7200</p> <p>Email: reception@agrifoodskills.net.au</p> <p>Web: http://www.agrifoodskills.site-ym.com/</p>
National Register for VET in Australia		
TGA	TGA is the Australian governments' official national register of information on Training Packages, qualifications, courses, units of competency and RTOs.	Web: http://www.training.gov.au
Australian Government		
The Department of Education, Employment and Workplace Relations (DEEWR)	DEEWR provides a range of services and resources to assist in delivery of Training Packages. Search the DEEWR website for links to a range of relevant resources and publications.	Web: http://www.deewr.gov.au
Australian Apprenticeships	General information on Australian Apprenticeships encompassing all apprenticeships and traineeships.	Web: http://www.australianapprenticeships.gov.au/Contacts.asp#1
State Government		
Department of Education and Early Childhood Development Higher Education and Skills Group	Higher Education and Skills Group is responsible for funding and the implementation of Vocational Education and Training (VET) in Victoria, including Apprenticeships and Traineeships.	<p>General information:</p> <p>Web: http://www.skills.vic.gov.au</p> <p>Approved Training Schemes:</p> <p>Web: http://www.skills.vic.gov.au/corporate/publications/brochures-and-fact-sheets/apprenticeships-and-traineeships-in-victoria-industry-guides</p>
WorkSafe		
WorkSafe Victoria	WorkSafe needs to provide written verification before High Risk Work Units can be added to an RTO's scope of registration.	<p>http://www.worksafe.vic.gov.au</p> <p>Free call info line: 1800 136 089</p>

National VET Regulatory Authority		
Australian Skills Quality Authority (ASQA)	<p>ASQA is the national regulator for Australia's VET sector vocational education and training sector.</p> <p>ASQA regulates courses and training providers to ensure nationally approved quality standards are met.</p>	<p>Web: http://www.asqa.gov.au</p> <p>Info line: 1300 701 801</p>
State VET Regulatory Authority		
Victorian Registration and Qualifications Authority (VRQA)	The VRQA is a statutory authority responsible for the registration of education and training providers in Victoria to ensure the delivery of quality education and training.	<p>Web: http://www.vrqa.vic.gov.au</p> <p>Tel: 03 9637 2806</p>
Curriculum Maintenance Manager (CMM)		
Primary Industries Curriculum Maintenance Manager	The CMM service is provided by Executive Officers located within Victorian TAFE institutes on behalf of Skills Victoria.	<p>Kate Bryce</p> <p>Address: NMIT Fairfield Campus Yarra Bend Rd, Fairfield, VIC 3078</p> <p>Tel: 03 9269 1391</p> <p>Email: kateb-rd@nmit.vic.edu.au</p> <p>Web: http://www.nmit.edu.au/</p>
Industry Information		
ForestWorks	ForestWorks is located in Victoria, New South Wales, Queensland, South Australia and Tasmania. ForestWorks performs a range of industry wide activities acting as the guide between Industry, Government and the Australian Vocational and Education and Training (VET) system.	<p>Web: http://www.forestworks.com.au</p> <p>Free call info line: 1800 177 00</p>
Other contacts		
Department of Primary Industries	The Department of Primary Industries (DPI) is responsible for agriculture, fisheries, earth resources, energy, forestry, pets and game hunting in Victoria.	<p>Address:</p> <p>Department of Primary Industries GPO Box 4440 Melbourne VIC 3001</p> <p>Tel: 136 186</p> <p>Web: http://www.dpi.vic.gov.au</p>

GLOSSARY

Code	Nationally endorsed Training Package qualification code.
Title	Nationally endorsed Training Package qualification title.
Unit Code	Nationally endorsed Training Package unit code.
Unit Title	Nationally endorsed Training Package unit title.
Nominal Hours	The anticipated hours of supervised learning or training deemed necessary to conduct training and assessment activities associated with the program of study. These hours are determined by the Victorian State Training Authority. Nominal hours may vary for a qualification depending on the units of competency selected.
Scope of Registration	Scope of registration specifies the AQF qualifications and/or units of competency the training organisation is registered to issue and the industry training and/or assessment services it is registered to provide.