Victorian Purchasing Guide

Pulp and Paper Manufacturing Training Package

Release 3.0

**April 2022**

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Victorian Purchasing Guide - Release History

Note: RTOs should refer to the [National Register](https://training.gov.au/Home/Tga) of VET for the detail of changes in each Release.

| Training Package Release | Date VPG Approved | Comments |
| --- | --- | --- |
| Release 3.0 | 1 April 2022 | This Victorian Purchasing Guide reflects Release 3.0 of the PPM Pulp and Paper Manufacturing Training Package:   * 1 qualification reviewed and six merged into four qualifications:   + PPM20121 Certificate II in Pulp and Paper Operations   + PPM30121 Certificate III in Pulp and Paper Operations   + PPM40121 Certificate IV in Pulp and Paper Operations   + PPM50121 Diploma of Pulp and Paper Operations * 7 new and 61 revised units from 50 reviewed and 23 merged units and 7 units deleted |
| PPM Pulp and Paper Manufacturing  Training Package  Release 2.0 | 4 March 2019 | This Victorian Purchasing Guide reflects Release 2.0 of the PPM Pulp and Paper Manufacturing Training Package:   * 40 units updated to reflect current work health and safety requirements with no change to unit codes. |
| PPM Pulp and Paper Manufacturing Training Package Release 1.0 | 13 July 2016 | This Victorian Purchasing Guide reflects the changes made to Endorsement for the PPM Pulp and Paper Manufacturing Training Package, Release 1.0 mandatory rewriting of 80 units to new standards format.  Re-presented qualifications:   * PPM20116 Certificate II in Pulping Operations * PPM20216 Certificate II in Papermaking Operations * PPM30116 Certificate III in Pulping Operations * PPM30216 Certificate III in Papermaking Operations * PPM40116 Certificate IV in Pulping Operations * PPM40216 Certificate IV in Papermaking Operations * PPM50116 Diploma of Pulp and Paper Process Management |

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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 maximum and minimum payable hours available for each qualification.
* Nominal hours for each unit of competency within the Training Package.

## 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 Qualifications Framework (AQF).

The VRQA is the regulatory authority in Victoria responsible for the registration of Vocational Education and Training (VET) providers who offer courses to domestic students in Victoria only.

ASQA is the regulatory authority responsible for the registration of VET providers who offer training in Victoria, nationally and / or internationally.

## Transition

The relationship between new units and any superseded or replaced units from the previous version of PPM Pulp and Paper Manufacturing Training Package Release 3.0 is provided in theTraining PackageCompanionVolume Implementation Guide. (See [VETnet.gov.au](https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=9fc2cf53-e570-4e9f-ad6a-b228ffdb6875) for more information).

Information regarding transition arrangements can be obtained from the state or national VET Regulatory Authority (see [Contacts and Links](#_Contacts_and_Links) section).

RTOs must ensure that all training and assessment leading to issuance of qualifications or Statements of Attainment from the PPM Pulp and Paper Manufacturing Training Package Release 3.0 is conducted against the Training Package units of competency and complies with the assessment requirements.

# Qualifications

| Code | Title | Minimum Payable Hours | Maximum Payable Hours |
| --- | --- | --- | --- |
| PPM20121 | Certificate II in Pulp and Paper Operations | 527 | 555 |
| PPM30121 | Certificate III in Pulp and Paper Operations | 708 | 745 |
| PPM40121 | Certificate IV in Pulp and Paper Operations | 751 | 790 |
| PPM50121 | Diploma of Pulp and Paper Operations Management | 703 | 740 |

# Units of Competency and Nominal Hours

| Unit Code | Unit Title | Nominal Hours |
| --- | --- | --- |
| PPMCPR301 | Operate chemical systems | 45 |
| PPMCSK301 | Operate process control equipment | 40 |
| PPMDEO201 | Monitor and control dry end operations | 100 |
| PPMDEO301 | Perform dry end operations | 100 |
| PPMDEO401 | Troubleshoot and rectify dry end systems | 170 |
| PPMDIK201 | Monitor and control de-inking operations | 90 |
| PPMDIK301 | Perform de-inking operations | 90 |
| PPMDIK401 | Troubleshoot and rectify de-inking operations | 200 |
| PPMENV201 | Identify and monitor environmental discharges and emissions | 20 |
| PPMENV401 | Monitor and control environmental hazards | 20 |
| PPMEPG201 | Monitor and control power generation systems | 90 |
| PPMEPG301 | Perform power generation operations | 55 |
| PPMEPG401 | Troubleshoot and rectify power generation system | 175 |
| PPMFCO201 | Monitor and control paper finishing and converting operations | 75 |
| PPMFCO301 | Perform paper finishing and converting operations | 160 |
| PPMFCO401 | Troubleshoot and rectify paper finishing and converting systems | 175 |
| PPMHRF201 | Pack and dispatch recovered fibre | 40 |
| PPMHRF202 | Receive recovered fibre | 30 |
| PPMHRF203 | Unload recovered fibre | 30 |
| PPMIND201 | Apply principles of pulp and papermaking to work practices | 15 |
| PPMIND202 | Work effectively in the pulp and paper industry | 25 |
| PPMIND501 | Evaluate emerging technologies and processes | 60 |
| PPMMHV201 | Operate mobile crane | 40 |
| PPMPLN401 | Implement production plan | 40 |
| PPMPRM201 | Undertake operator level preventative maintenance | 25 |
| PPMPRM202 | Perform lubrication | 20 |
| PPMPRS301 | Identify and rectify operational problems | 15 |
| PPMPRS401 | Solve systemic problems | 50 |
| PPMPRV201 | Operate ancillary equipment | 40 |
| PPMPRV301 | Co-ordinate and direct clothing changes | 35 |
| PPMPUL201 | Monitor and control pulping operations | 45 |
| PPMPUL202 | Store and distribute pulped product | 45 |
| PPMPUL301 | Perform pulping operations | 90 |
| PPMPUL401 | Troubleshoot and rectify pulping processes | 200 |
| PPMQAS201 | Apply basic quality practices | 20 |
| PPMQAS301 | Monitor in-process quality assurance | 35 |
| PPMQAS401 | Oversee quality assurance process | 40 |
| PPMQAS501 | Evaluate production processes for regulatory and quality compliance | 40 |
| PPMREC201 | Monitor and control chemical recovery operations | 100 |
| PPMREC301 | Perform chemical recovery operation | 90 |
| PPMREC401 | Troubleshoot and rectify chemical recovery operation | 200 |
| PPMRES201 | Receive materials | 45 |
| PPMRES202 | Unload materials | 45 |
| PPMRES203 | Distribute woodchips | 45 |
| PPMRES301 | Operate woodchip production system | 75 |
| PPMRES401 | Troubleshoot and rectify primary resource operations | 185 |
| PPMRFO201 | Monitor and control recovered fibre operations | 90 |
| PPMRFO301 | Perform recovered fibre operations | 90 |
| PPMRFO401 | Troubleshoot and rectify recovered fibre operations | 175 |
| PPMSPR201 | Monitor and control stock preparation systems | 100 |
| PPMSPR301 | Perform stock preparation operations | 100 |
| PPMSPR401 | Troubleshoot and rectify stock preparation systems | 200 |
| PPMSTM201 | Monitor and control boiler operations | 100 |
| PPMSTM301 | Perform steam boiler operations | 70 |
| PPMSTM401 | Troubleshoot and rectify boiler plant system | 175 |
| PPMWAR201 | Store product | 20 |
| PPMWAR202 | Prepare and dispatch product | 30 |
| PPMWAR203 | Package warehouse product | 30 |
| PPMWAS301 | Operate water system | 90 |
| PPMWAS401 | Troubleshoot and rectify water systems | 175 |
| PPMWEO201 | Monitor and control wet end operations | 100 |
| PPMWEO301 | Perform wet end operations | 100 |
| PPMWEO401 | Troubleshoot and rectify wet end systems | 200 |
| PPMWHS201 | Participate in work health and safety processes | 20 |
| PPMWHS301 | Contribute to work health and safety processes | 20 |
| PPMWHS401 | Maintain work health and safety processes | 40 |
| PPMWHS402 | Identify, assess and control work health and safety risk in own work | 40 |
| PPMWHS501 | Manage work health and safety processes | 40 |

# Contacts and Links

|  |  |  |
| --- | --- | --- |
| Curriculum Maintenance Manager (CMM) | | |
| Primary Industries | The CMM Service is provided on behalf of Higher Education and Skills.  CMM Service Executive Officers can assist with questions on payable and nominal hours. | Anne Wiltshire  Melbourne Polytechnic  Epping Campus  ED116A  Corner Cooper St &, Dalton Rd, Epping VIC 3076  (03) 9269 1063  Email: [Anne Wiltshir](mailto:annewiltshire@melbournepolytechnic.edu.au?subject=PICMM%20email)e |
| Service Skills Organisation (SSO) | | |
| Skills Impact | Skills Impact is responsible for developing the **FWP Forest and Wood Products Training Package** Training Package and can be contacted for further information. | Skills Impact Level 1, 165 Bouverie Street (PO Box 466) Carlton VIC 3053  Phone 03 9321 3526  Email [inquiry@skillsimpact.com.au](mailto:inquiry@skillsimpact.com.au)  [SSO website](https://www.skillsimpact.com.au/) |
| National Register for VET in Australia | | |
| Training.gov.au (TGA) | TGA is the Australian government’s official National Register of information on Training Packages, qualifications, courses, units of competency and RTOs. | See website [training.gov.au](http://training.gov.au/) for more information. |
| Australian Government | | |
| Department of Education, Skills and Employment | The Commonwealth Department is responsible for national policies and programmes that help Australians access quality vocational education and training. | See website [dese.gov.au](https://www.dese.gov.au/) for more information. |
| State Government | | |
| Department of Education and Training (DET) | DET is the State Training Authority responsible for supporting implementation of Vocational Education and Training (VET) in Victoria. | Phone (03) 9637 2000  See website [education.vic.gov.au](http://www.education.vic.gov.au/) for more information. |

|  |  |  |
| --- | --- | --- |
| National VET Regulatory Authority | | |
| Australian Skills Quality Authority (ASQA) | ASQA is the national regulator for Australia’s VET sector. | Phone Info line: 1300 701 801  See website [asqa.gov.au](http://www.asqa.gov.au/) for more information. |
| Victorian State VET Regulatory Authority | | |
| Victorian Registration and Qualifications Authority (VRQA) | The VRQA is a statutory authority responsible for the registration and regulation of Victorian RTOs and for the regulation of apprenticeships and traineeships in Victoria. | Phone (03) 9637 2806  See website [vrqa.vic.gov.au](http://www.vrqa.vic.gov.au/) |
| Industry Regulatory Bodies | | |
| WorkSafe Victoria | The industry Regulatory body can provide advice on licensing, legislative or regulatory requirements which may impact on the delivery of training or the issuance of qualifications in this Training Package.  WorkSafe needs to provide written verification before high risk work units can be added to an RTO’s scope of registration. | 222 Exhibition Street,  Melbourne 3000  Phone (03) 9641 1444 or  phone 1800 136 089 (toll free)  Email [info@worksafe.vic.gov.au](mailto:info@worksafe.vic.gov.au) and see website [worksafe.vic.gov.au](http://www.worksafe.vic.gov.au/) for further information. |

# 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. |
| **Maximum Payable Hours** | The maximum number of hours the Victorian Government will subsidise under Skills First funding for the achievement of the minimum realistic vocational outcome of the qualification, as determined by the qualification packaging rules.  The Maximum Payable Hours do not cover every possible combination of core and elective units available for a specific qualification.  Minimum payable hours reflect a calculated minimum number of hours that could deliver a minimum realistic vocational outcome, based on efficiencies of contextualisation and integration. |
| **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. |
| **Nominal Hours** | Nominal hours reflect the anticipated time taken to deliver and assess the outcomes of a unit of competency excluding unsupervised delivery or the time taken for repeated practical application of skills. Nominal hours are determined by the Victorian State Training Authority (DET) and are primarily developed for funding purposes in Victoria. |