

Modification history

Release	Comments
Release 2	This version released with FWP Forest and Wood Products Training Package Version [4.0] Version created to update workplace health and safety requirements in performance criteria and clarify intent of unit and assessment requirements.
Release 1	This version replaces equivalent unit FPITMM5206B Plan production, which was first released with FPI11 Forest and Forest Products Training Package Version 2.2. This is the first release of this unit in the new standards format.

UNIT CODE	FWPTMM5206 Plan production
Application	<p>This unit of competency describes the skills and knowledge required to plan and document the overall requirements of production for a forest<u>timber products manufacturing factory</u>facility. <u>Work involves responsibility in preparing, implementing, monitoring and reviewing production plans to meet production targets for timber manufactured products.</u></p> <p>The unit applies to managers or supervisors of timber manufacturing facilities who prepare, implement, monitor and review production plans to meet production targets for timber manufactured products. <u>They generally demonstrate autonomy, judgement and limited responsibility in known or changing contexts and within established parameters.</u></p> <p><u>All work must be carried out to comply with workplace procedures, according to state/territory health and safety regulations, legislation and standards that apply to the workplace.</u></p> <p>No licensing, legislative, regulatory, or certification requirements apply to this unit at the time of publication.</p>
Prerequisite Unit	Nil
Unit Sector	Timber Manufactured Products

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Establish production requirements	<p>1.1 Analyse <u>and communicate workplace health and safety requirements, environmental protection practices, emergency procedures</u>workplace health and safety, environmental and regulatory requirements for production <u>and use personal protective equipment (PPE) in line with operational requirements throughout planning production operations</u></p> <p>1.2 <u>Identify and control hazards, accidents, incidents and/or near misses in line with operational requirements and health and safety legislative requirements to maintain safe work practices</u></p> <p>1.2-3 Interpret data from sales and market forecasts for inclusion in production plan</p> <p>1.3-4 Analyse specifications and supporting data</p> <p>1.4-5 Project requirements for product quantity, raw materials, quality and performance characteristics</p> <p>1.5-6 Analyse and check production capacity of machines and personnel</p> <p>1.6-7 Assess resources, including raw material supply requirements for production line</p>

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
2. Prepare production plan	2.1 Review production procedures for suitability to planned schedule 2.2 Source and check information to include in production plan 2.3 Prepare production plan in line with organisational formats 2.4 Evaluate inefficiencies and constraints and amend final plan to incorporate improvements
3. Monitor implementation and modify plan	3.1 Obtain and record production output details in line with organisational procedures 3.2 Monitor and evaluate production and output against plan to ensure production performance is efficient and effective 3.3 Record and action process improvements based on construction plans, components and hardware utilised 3.4 Modify plans to reflect stock, machine and human resource requirements or variations 3.5 Coordinate implementation of plan variations to ensure changed instructions and specifications are followed 3.6 Maintain production planning records and complete reports in line with organisational procedures

Foundation Skills	
<i>This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.</i>	
Skill	Description
Numeracy	<ul style="list-style-type: none"> interpret and calculate complex numerical data to establish and vary production plans: <ul style="list-style-type: none"> sales forecasts production capacity and output of personnel and machines accurately record quantitative production data in reports and plans
Reading	<ul style="list-style-type: none"> interpret complex information in source documents to plan production
Writing	<ul style="list-style-type: none"> develop and document comprehensive production plans in a style and format easily understood by production and other personnel clearly and accurately record and report on production outputs
Plan and organise	<ul style="list-style-type: none"> source, collect and organise data to inform production plans plan and manage own timing and productivity to complete initial and amended production plans
Problem-solving	<ul style="list-style-type: none"> analyse production problems, consider various solutions and determine process improvements
Technology	<ul style="list-style-type: none"> use a computer, keyboard and software to prepare plans and reports

Unit Mapping Information			
Code and title current version	Code and title previous version	Comments	Equivalence status
FWPTMM5206 Plan production	FWPTMM5206 Plan production	Updated workplace health and safety requirements in performance criteria and clarified intent of unit and assessment requirements	Equivalent unit

Links
Companion Volumes, including Implementation Guides, are available at VETNet: https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=0d96fe23-5747-4c01-9d6f-3509ff8d3d47

TITLE	Assessment requirements for FWPTMM5206 Plan production
Performance Evidence	
<p>An individual demonstrating competency must satisfy all of the elements, performance criteria and foundation skills of this unit. There must be evidence that, on at least one occasion, the individual has:</p> <ul style="list-style-type: none"> developed and documented whole of organisation comprehensive written production plans for a timber manufacturing facility evaluated production and output against productions plans, produced written records of issues and developed modified plans where required. 	

Knowledge Evidence	
<p>An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:</p> <ul style="list-style-type: none"> <u>workplace health and safety and environmental protection obligations in line with</u> applicable commonwealth, state, territory or local government regulations relevant to production <u>health and operational hazards and risk control strategies, including emergency procedures, related to timber production as identified through risk assessments, manufacturer technical information, regulations and industry health and safety guides</u> production planning and evaluation processes features, at an in-depth level of understanding, of timber products subject to production planning: <ul style="list-style-type: none"> product purpose quantity and quality of materials construction componentry and standards construction methods and sequence types of tools and equipment used for construction labor requirements impacts of production process on the environment and environmental protection practices for: <ul style="list-style-type: none"> reducing water and energy use cleaning of plant, tools and equipment disposing of, recycling and reusing timber and other waste organisational production capacity of machines and labor format, content and use of: <ul style="list-style-type: none"> sales and market forecasts production plans data required for development of production plans: <ul style="list-style-type: none"> reports and information on production times output employment costs including overtime business overheads projected orders material costs, supply, contractual arrangements and preferred supplier arrangements distribution times and costs methods for evaluating production and output against plans and issues to be considered: <ul style="list-style-type: none"> speed of output, effective or slow quality of completed product; finish and dimensional consistency cost against budgets labor and machine capacity out-of-stock and overstock situations management of suppliers to maintain efficient supply organisational procedures for documenting plans and reports. 	

Assessment Conditions	
<p>Assessment of skills must take place under the following conditions:</p> <ul style="list-style-type: none"> physical conditions: <ul style="list-style-type: none"> skills must be demonstrated in an environment that accurately represents workplace conditions resources, equipment and materials: <ul style="list-style-type: none"> computers, keyboards, printers and software used to document plans and reports 	

Assessment Conditions

- personal protective equipment suitable for monitoring processes, production and operations
- specifications:
 - comprehensive information about the operation of a real or simulated business to determine production plans
 - template production plans
 - access to relevant commonwealth, state, territory or local government regulations
 - workplace health and safety and emergency procedures for timber production
 - environmental protection procedures for timber production
 - organisational procedures for documenting plans and reports
- relationships:
 - relevant personnel for the purposes of communicating information.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

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