
Overview

This unit is about configuring processing equipment according to given procedures. It is suitable for process industries personnel who work within an organisational context that provides them with procedures to work to and clear criteria for making decisions and taking actions. The processing equipment may be for continuous or batch production and should include ancillary equipment. Configuring process equipment may involve, for example, mounting moulds or extrusion dies.

This unit deals with the following:

1. Remove the forming tool and ancillary equipment
2. Replace the forming tool and ancillary equipment
3. Handover equipment for production

During this work you must take account of the relevant operational requirements and safe working practices AS THEY APPLY TO YOU.

Previous Version

Adapted from Unit C12 of Polymer Processing and Related Operations NOS – version November 2004.

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Configure processing equipment

Performance criteria

You must be able to:

- P1 work safely at all times, complying with health and safety and other relevant regulations and guidelines
- P2 take prompt and effective actions against potential hazards
- P3 confirm the processing and ancillary equipment is safe and isolated from services
- P4 remove the forming tool using the specified lifting equipment and following the organisations procedures
- P5 disconnect, remove and store ancillary equipment in accordance with production requirements
- P6 communicate appropriate information to meet organisational production and safety requirements to the relevant people
- P7 select the equipment for the task and ensure that it conforms to organisational and legal safety requirements
- P8 mount the forming tool safely and effectively using the correct lifting equipment
- P9 align and configure the forming tool to meet production requirements
- P10 connect the required services and confirm that connections are safe and secure
- P11 position and attach ancillary equipment to meet production requirements
- P12 set and confirm processing parameters to meet production requirements
- P13 input appropriate equipment settings to meet production requirements
- P14 confirm that equipment is safe and ready for production
- P15 carry out handover procedures by following organisational procedures
- P16 record required information using the relevant documentation

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Configure processing equipment

Knowledge and understanding

You need to know and understand:

- K1 the potential hazards associated with removal of the forming tool and ancillary equipment and what actions to take to minimise risks to people, property and the environment
- K2 the importance of checking that equipment is safe and isolated from services before starting work on it, and the checks and actions required to confirm this
- K3 the importance of safe lifting techniques and the risks associated with unsafe lifting practices
- K4 the organisational procedures and requirements for storing forming tools and ancillary equipment when not in use
- K5 the importance of protecting the forming tool and ancillary equipment from damage and the costs implications of damage in terms of repair, replacement and lost production
- K6 what equipment and tools are required for the configuration process and what safety and performance standards apply
- K7 the importance of meeting production requirements and how equipment configuration contributes to this
- K8 the importance of safety inspections and how and when these should be carried out
- K9 the importance of correct alignment and configuration of the forming tool and the implications of not achieving this
- K10 the importance of setting and adjusting processing parameters and how to do this
- K11 the importance of integrating process and ancillary equipment and how to achieve this
- K12 the importance of equipment settings to achieving production requirements and how to identify and input the correct settings
- K13 the importance of checking the safety and functioning of equipment before handing it over for production and how to do this
- K14 the importance of following the prescribed sequence of handover actions and the implications of not doing this
- K15 the potential hazards associated with handover and what actions to take to minimise risks to people, property and the environment
- K16 what working practices and authorisations apply
- K17 what lines of communication and command should be followed in a given situation
- K18 why it is important to work within the 'rules' of the organisation
- K19 what information is required by different people
- K20 what sorts of records are kept and how to complete them
- K21 the purpose of different records and the implications of not maintaining

COGPOLY20

Configure processing equipment

- them effectively
- K22 what agreed workplace health and safety procedures relate to controlling risks to Health and Safety in the process environment
- K23 the specific organisational Health and Safety procedures covering the configuration of processing equipment
- K24 what safe working practices apply to your own job role in configuring processing equipment
- K25 what personal protective equipment should be used, how to fit and use it correctly and how to deal with defective equipment
- K26 your scope and responsibility for dealing with potential hazards in the work area
- K27 the workplace procedures for reporting potential hazards you are unable to deal with

Additional Information

Glossary

Regulations and guidelines

All relevant health, safety and environmental regulations, organisational procedures and guidelines, standard operating procedures

Actions against potential hazards

Use of personal protective equipment, use of safety guards, using prescribed procedures to deal with potential hazards within your area of responsibility, reporting potential hazards you are unable or unauthorised to deal with, informing people who work in the area of potential hazards, use of safe lifting techniques, dealing with waste, spillages and obstructions within the limits of your authority

Hazards

Material evacuation or spillages, obstructions, waste, use of tools, machinery and equipment, lifting and moving items

Ancillary equipment

Monitoring equipment, control equipment, downstream equipment, servicing equipment, conditioning equipment

Services

Electricity, water, pneumatic, hydraulic, steam, lubrication

Lifting equipment

Manual, powered

Communicate/communication

Oral, written

Information

Details of work to be carried out, timescales and deadlines, potential hazards,

COGPOLY20

Configure processing equipment

actions to be taken in the event of problems

Relevant people

Co-workers, supervisor/line manager

Equipment Hand tools, handling equipment, lifting equipment, processing equipment, ancillary equipment

Safe working practices

Manual handling, use of personal protective equipment

Production requirements Processing requirements, rate of production, quality of output, product specification

Processing parameters

Temperature, pressure, timing, speed, movement

Documentation

For monitoring output, for quality control, specification documents

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Configure processing equipment

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