
Overview

This unit is for those responsible for maintaining the condition of process equipment with responsibility limited to working within a detailed specification and following clearly defined procedures under both operational and non-operational conditions.

This unit deals with the following:

1. Remove components from process equipment
2. Replace process equipment components
3. Establish compliance with specifications for processing

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 C18 of Polymer Processing and Related Operations NOS – version November 2004. NB This unit is a tailored version of a Combined Working Practices unit produced by PINTOG, which was originally designated Unit 20, imported from Engineering Competence Standards, Units 5.03/5.04/6.01.

COGPOLY26

Maintain the condition of process 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 establish, and where appropriate, mark component orientation for re-assembly
- P3 ensure that any stored energy or substances are released safely and correctly
- P4 remove the required components using approved tools and techniques
- P5 take suitable precautions to prevent damage to components, tools and equipment during removal
- P6 check the condition of the removed components and record those that will require replacing
- P7 label and store the removed components in an appropriate location
- P8 store or discard the removed components in accordance with approved procedures
- P9 maintain documentation in accordance with organisational requirements
- P10 obtain all the required components and ensure that they are in a suitable condition for replacement and fit for purpose
- P11 ensure that any replacement components used meet the required specification
- P12 take adequate precautions to prevent damage to components, tools and equipment during replacement
- P13 replace the components in the correct sequence using appropriate tools and techniques
- P14 make any necessary settings or adjustments to the components to ensure they will function correctly
- P15 deal promptly and effectively with problems within your control and report those that cannot be solved
- P16 follow and make appropriate use of the specifications for the product or asset being checked
- P17 use all the correct tools and inspection equipment and check that they are in useable condition
- P18 carry out the checks in an appropriate sequence using approved methods and procedures
- P19 identify and assess any defects or variations from the specifications and take appropriate action
- P20 report completion of compliance activities in line with organisational procedures

COGPOLY26

Maintain the condition of process equipment

Knowledge and understanding

You need to know and understand:

- K1 health and Safety legislation, statutory regulations and safe working practices and procedures
- K2 the procedures to follow in the event of emergencies or hazardous occurrences
- K3 your responsibilities for your own safety and that of your colleagues
- K4 where to locate maintenance schedules and related specifications
- K5 how to interpret the maintenance schedules and specifications
- K6 which methods should be used during maintenance and adjustment
- K7 the adjustment sequence
- K8 what resources are available for maintenance and which are used for different maintenance and adjustment procedures
- K9 what records are required
- K10 why it is important to update records
- K11 who to pass records to
- K12 what the basic care and operating requirements are of maintenance equipment
- K13 what maintenance authorisation procedures apply
- K14 the limits of your responsibility and authority
- K15 where to locate engineering drawings and related specifications that are approved by your company for the equipment involved
- K16 how to interpret drawings and specifications
- K17 what component removal and replacement methods and techniques to use
- K18 what equipment and materials are used during component removal and replacement, and compliance checking
- K19 what components you may have to remove and replace, and their functions
- K20 where the components are located in the equipment
- K21 how to handle components throughout the process
- K22 what types of defects can occur in components and how to recognise them
- K23 what labelling conventions to use when storing components
- K24 where to store components for re-use
- K25 how to use tools and equipment for component removal, replacement and compliance checking
- K26 who to report to and what reporting methods to use

COGPOLY26

Maintain the condition of process equipment

Developed by Cogent

Version number 1

Date approved January 2010

Indicative review date January 2012

Validity Current

Status Original

Originating organisation Cogent

Original URN POLY26

Relevant occupations Professional Occupations; Engineering Professionals; Engineering and manufacturing technologies; Manufacturing technologies

Suite Polymer Processing and Related Operations

Key words maintain, condition, process, equipment, remove, replace, components, specifications