

## COGPEM01 - SQA Unit Code FP2R 04

### Reinstate the work area after completing the maintenance of process plant and equipment



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#### Overview

This unit is about your competence in restoring the work area to a safe condition prior to returning to operations. This unit deals with the following:

1. identifying and separating waste materials for disposal
2. identifying and separating out materials suitable for storage and further use
3. restoring the work area to a safe condition prior to returning to operations

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 C2.1 of Process Engineering Maintenance NOS – version February 2004. This unit is a contextualised version of a unit produced by the OSC Eng Engineering Competence Standards which was originally designated ECS 2.15.

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#### **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 separate equipment, components, and materials for re-use from waste items and materials
- P3 store reusable materials and equipment in an appropriate location
- P4 dispose of waste materials in line with organisational and environmental safe procedures
- P5 restore the work areas to a safe condition in accordance with agreed requirements and schedules
- P6 deal promptly and effectively with problems within your control and report those that cannot be solved

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#### Knowledge and understanding

*You need to know and understand:*

- K1 a working knowledge and understanding of what your responsibilities are in respect of health, safety and environment. This should include the limits of your personal responsibility, your legal responsibility for your own health and safety and the health and safety of others
- K2 a working knowledge of the relevant regulations and the safe working practices and procedures required within your work area
- K3 an appreciation of the work area restoration requirements and the relevant health and safety, and organisational safe working practices and procedures
- K4 an appreciation of the material and equipment stores procedures and organisational procedures which you have to follow
- K5 an appreciation of the appropriate waste disposal methods and procedures for different types of waste, in accordance with current health and safety regulations, relevant legislation and organisational practice
- K6 an appreciation of your responsibilities with regard to the reporting lines and procedures

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### Additional Information

#### Scope/range

You will be responsible for ensuring the equipment and work site is safe for others or yourself to work on by following defined procedures. You will be accountable for the integrity of the work site and ensuring the work is recorded in a formal manner. Authorisation for proceeding with the work will be given by authorised signatories within the Permit to Work system. The work areas to be restored will relate to chemical manufacturing on onshore sites or offshore installations.

#### Scope/range related to knowledge and understanding

The Knowledge and Understanding levels expressed indicate the minimum level of knowledge and understanding sufficient to perform your role in a manner that would normally be associated with the minimum acceptable performance of a competent person undertaking your role.

The expression “an appreciation” is intended to indicate a level of knowledge and understanding equating to:

- 1 An awareness of the existence, the scope and the background to the content covered by the knowledge and understanding statement
- 2 How and where to find further detail and information that you will need
- 3 Having obtained the information, you will be expected to check your interpretation and then to be able to apply it to your situation

The expression “working knowledge and understanding” indicates you are able to:

- 4 Identify and apply relevant information, procedures and practices to your usual role in your expected working environments needing only occasional recourse to reference materials
- 5 Describe, in your own words, the principles underlying your working methods. This does not mean the ability to quote “Chapter and verse”. Rather you must know what supporting information is available, how and where to find it and from whom to seek further guidance and information confirm any additional required detail
- 6 Interpret and apply the information obtained to your role, your working practice and in your expected working environment

#### Key Terms

- 7 The resources to be stored

These are materials and equipment for use at sometime in the future and

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retained either in secure, enclosed containment or unenclosed within a work area or storage facility. Resources could be identified, sorted, protected and evaluated for further use. Appropriate storage facilities should be used where necessary. Typical resources could include:

- 7.1 Consumables
- 7.2 Assembly/alignment aids
- 7.3 Storing/stacking equipment
- 7.4 Lifting equipment
- 7.5 Safety equipment
- 7.6 Personal Protective Equipment/ shielding equipment
- 7.7 Process and ancillary equipment
- 7.8 Industrial gas cylinders
- 7.9 Tools/equipment
- 7.10 Protection sheeting
- 7.11 Re-usable components assemblies
- 7.12 Excess materials

- 8 The disposal of hazardous and non- hazardous materials, this could include:

Non hazardous:

- 8.1 Packaging/protecting materials
- 8.2 Swarf
- 8.3 Material offcuts
- 8.4 Replaced "lifer" consumables

Hazardous:

- 8.5 Chemicals and fluids e.g. solvents and cleaning agents
- 8.6 Sharp objects/offcuts
- 8.7 Asbestos or asbestos based
- 8.8 Oils and greases

- 9 Resources, these could include:

- 9.1 Consumables
- 9.2 Assembly/alignment aids
- 9.3 Storing/stacking equipment
- 9.4 Lifting equipment
- 9.5 Safety equipment
- 9.6 Personal Protective
- 9.7 Equipment/shielding equipment
- 9.8 Excess materials
- 9.9 Process and ancillary equipment
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- 10 Non hazardous materials, to include
  - 10.1 Packaging/protecting materials
  - 10.2 Swarf
  - 10.3 Material offcuts
  - 10.4 Replaced "lifer" consumables
  
- 11 Hazardous materials, to include:
  - 11.1 Chemicals and fluids e.g. solvents and cleaning agents
  - 11.2 Sharp objects/offcuts
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**Relevant occupations** Professional Occupations; Engineering Professionals; Engineering; Manufacturing technologies

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**Suite** Process Engineering Maintenance

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**Key words** Reinstate, maintenance, plant, equipment

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