

Summary of the:

LEVEL 2 NVQ DIPLOMA IN PROCESSING INDUSTRIES OPERATIONS - PROCESS SUPPORT SERVICES 500/7759/4

Who is this qualification for?

This qualification provides recognition of the skills and knowledge of individuals working in a processing environment in the chemical, pharmaceutical, petrochemical and nuclear environments.

Establishing underpinning knowledge and understanding for individuals working in a processing environment in the chemical, pharmaceutical, petrochemical and nuclear environments, this qualification is intended to be capable of delivery through both a taught programme of off-the-job learning or through workplace assessment (for those with access to the real workplace).

Learners must achieve 18 Units. 8 Mandatory Units, and 6 units from Option Group 1 and 4 units from Option Group 2

Optional Units Group 1: Learners must achieve 6 units. Knowledge and competence units must be taken in combination i.e. if unit 2.1k is chosen, unit 2.1c must also be completed; and vice-versa. Optional Units Group 2: Learners must achieve 4 units. Knowledge and competence units must be taken in combination i.e. if unit 1.8k is chosen, unit 1.8c must also be completed; and vice-versa.

What is required from candidates?

Qualifications are made up of a number of units that have a credit value or credits.

These credits must be achieved in the correct combination from mandatory units: this qualification has 18 units.

The units are made up of the things you need to know and the things you need to be able to do to carry out your job safely and correctly. These are called Learning Outcomes, and all must be met to achieve the unit.

Qualifications are now required to indicate the total qualification time (TQT), this is to show the typical time it will take someone to attain the required skills and knowledge to meet the qualification criteria, this qualification has a TQT of 410 hours.

Qualifications are also required to indicate the number of hours of teaching someone would normally need to receive in order to pass the qualification. These are referred to as Guided Learning Hours (GLH). The GLH for this qualification is 256.

Unit Ref	Unit title	Credit Value
Mandatory Units		
1.11k	How to Respond to Incidents, Hazardous Conditions and Emergencies within Processing Industries Environments	4
1.11c	Respond to Incidents, Hazardous Conditions and Emergencies within Processing Industries Environments	3
1.12k	How to Handover within Processing Industries Environments	2
1.12c	Handover within Processing Industries Environments	2
1.13k	How to Work Effectively in a Team within Processing Industries Environments	3
1.13c	Work Effectively in a Team within Processing Industries Environments	2
2.15k	How to Identify and Deal with Hazards in the Work Environment within Processing Industries Environments	2
2.15c	Identify and Deal with Hazards in the Work Environment within Processing Industries Environments	2
Optional Units – Group 1		
1.3k	How to Prepare Process Materials According to Instructions within Processing Industries Environments	2
1.3c	Prepare Process Materials According to Instructions within Processing Industries Environments	2
2.1k	How to Transfer Materials Into and Between Stages of Production within Processing Industries Environments	3
2.1c	Transfer Materials Into and Between Stages of Production within Processing Industries Environments	3

2.10k	How to Clean and Prepare Complex Items of Plant and Equipment for Production within Processing Industries Environments	3
2.10c	Clean and Prepare Complex Items of Plant and Equipment for Production within Processing Industries Environments	3
2.13k	How to Contribute to the Improvement of Routine Working Practices within Processing and Manufacturing Environments	3
2.13c	Contribute to the Improvement of Routine Working Practices within Processing and Manufacturing Environments	2
Optional Units – Group 2		
2.8k	How to Sample and Test Materials within Processing Industries Environments	3
2.8c	Sample and Test Materials within Processing Industries Environments	3
2.16k	How to Maintain the Condition of Engineering Assets within Processing Industries Environments	3
2.16c	Maintain the Condition of Engineering Assets within Processing Industries Environments	3
1.8k	How to Work in Aseptic or Clean Room Conditions within Processing Industries Environments	3
1.8c	Work in Aseptic or Clean Room Conditions within Processing Industries Environments	2
2.9k	How to Separate and Dispose of Processing Materials, By-Products and Wastes within Processing and Manufacturing Environments	2
2.9c	Separate and Dispose of Processing Materials, By-Products and Wastes within Processing and Manufacturing Environments	2
2.11k	How to Start the Packaging Operations within Processing Industries Environments	2
2.11c	Start the Packaging Operations within Processing Industries Environments	2
2.12k	How to End Packaging Operations within Processing Industries Environments	2
2.12c	End Packaging Operations within Processing Industries Environments	2
2.13k	How to Contribute to the Improvement of Routine Working Practices within Processing and Manufacturing Environments	3
2.13c	Contribute to the Improvement of Routine Working Practices within Processing and Manufacturing Environments	2
2.14k	How to Contribute to the Protection of the Environment within Processing Industries Environments	2
2.14c	Contribute to the Protection of the Environment within Processing Industries Environments	2
3.15k	How to Enable Learning Through Demonstrations and Instruction within Processing Industries Environments	2
3.15c	Enable Learning Through Demonstrations and Instruction within Processing Industries Environments	2

Assessment Guidance:

Evidence should show that you can complete all of the learning outcomes for each unit being taken.

Types of evidence:

Evidence of performance and knowledge is required. Evidence of performance should be demonstrated by activities and outcomes, and should be generated in the workplace only, unless indicated under potential sources of evidence (see below). Evidence of knowledge can be demonstrated through performance or by responding to questions.

Quantity of evidence:

Evidence should show that you can meet the requirements of the units in a way that demonstrates that the standards can be achieved consistently over an appropriate period of time.

Potential sources of evidence:



The main source of evidence for each unit will be observation of the candidate's performance and knowledge demonstrated during the completion of the unit. This can be supplemented by the following types of physical or documentary evidence:

- Accident book/reporting systems
- Safety records
- Training records
- Audio records
- Job specifications and documentation
- Delivery Records
- Witness testimonies
- Correspondence with customers
- Notes and memos
- Photo/video evidence
- Work diaries
- Timesheets
- Telephone Logs
- Meeting records
- Records of toolbox talks
- Equipment
- Prepared materials and sites
- Completed work

Please Note that photocopied or downloaded documents such as manufacturers' or industry guidance, H&S policies, Risk Assessments etc, are not normally acceptable evidence for GQA unless accompanied by a record of a professional discussion or Assessor statement confirming candidate knowledge of the subject. If you are in any doubt about the validity of evidence, please contact your GQA External Verifier.

