

Specification of Competency Standards
for the Manufacturing Technology Industry
Unit of Competency

Functional Area - Product Manufacturing

Title	Production planning
Code	106397L3
Range	This unit of competency is applicable to corporations of Manufacturing Technology Industry. Practitioners should be capable to analyse actual conditions of production line, so as to arrange production plans appropriately.
Level	3
Credit	3 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Understand relevant knowledge of production planning</p> <ul style="list-style-type: none"> • Know relevant manufacturing technology of the corporation. • Understand product production procedures and production plans. • Understand the resources needed in arranging production plans, including human resources, machinery, raw materials and semi-finished products, as well as production auxiliary materials. • Understand tools and methods of procedure analysis, such as lead time of equipment and procedures, standard working hour and process planning skills. • Understand the application of computer systems in arranging production projects, such as APS. <p>2. Production planning</p> <ul style="list-style-type: none"> • Communicate effectively with all frontline staff, get the information of time needed for the procedures which need time to study the resulting processes, as well as relevant precautions in the actual production and scheduling, such as mechanical damage, mould maintenance, and relevance between machinery and individual products. • Analyse the reliability of each standard working hour and give advice. • According to the required completion date, material conditions, actual productivity as well as equipment conditions, arrange long term, middle term and short term production plans. • Review scheduling applications of all kinds of computer systems, and give advice to management. • Supervise the whole process and ensure the production progress can meet target deadline. • Analyse relevant defects in process arrangement and provide suggestions for improvements to management. <p>3. Professional handling of production planning</p> <ul style="list-style-type: none"> • Detailedly consider the elements of productivity, quality and cost etc, arrange production plans and at the same time meet all requirements.
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> • Capable to consider all kinds of relevant production factors and arrange each production plan, as well as meet all requirements of quality, time and product design. • Capable to supervise the whole process and ensure the production progress can meet target deadline.
Remark	