



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Filter Rod Sending Station Maintenance Procedures Training

Agriculture and Nature Conservation / Secondary Agriculture

Unit Standard 114135 · NQF Level 4 · 12 Credits · 9 Days

COURSE OVERVIEW

This course equips learners with the knowledge and skills to maintain filter rod sending stations in a tobacco manufacturing environment. It covers safety procedures, fault identification, and routine maintenance to ensure efficient and safe operation of the equipment.

Category	Agriculture and Nature Conservation
Subfield	Secondary Agriculture
Unit Standard	114135
Accreditation	SAQA Accredited · NQF Level 4 · 12 Credits
Duration	9 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Demonstrate knowledge of filter rod sending station components and their functions.
- Apply safe maintenance procedures in accordance with occupational health and safety regulations.
- Analyze common faults and diagnose root causes in sending station operation.
- Perform routine maintenance tasks including cleaning, lubrication, and component replacement.
- Evaluate maintenance records and recommend improvements to enhance equipment reliability.

WHO SHOULD ATTEND

- Maintenance technicians, mechanical fitters, and production supervisors working in filter rod manufacturing or tobacco processing facilities who are responsible for the upkeep of sending stations.

COURSE OUTLINE

Day 1: Introduction to Filter Rod Sending Stations and Safety

- Overview of filter rod manufacturing and sending systems
- Components of a filter rod sending station: hoppers, conveyors, sensors, and controls
- Workplace safety: lockout/tagout (LOTO), PPE, and hazard identification
- Introduction to maintenance documentation and work orders
- Basic principles of preventive vs. corrective maintenance

Day 2: Mechanical Components and Principles

- Mechanical drive systems: motors, gearboxes, pulleys
- Conveyor systems: belts, chains, rollers, and tensioning
- Bearing types, lubrication, and replacement criteria
- Couplings and alignment techniques
- Wear measurement and component life assessment

Day 3: Pneumatic and Vacuum Systems

- Pneumatic system fundamentals: air supply, pressure, flow
- Valves: directional control, flow control, and check valves
- Cylinders and actuators: types, seals, and mounting
- Vacuum systems: pumps, lines, and suction cups
- Leak detection and troubleshooting

Day 4: Electrical and Control Systems

- Electrical safety and isolation procedures
- Control panel components: relays, contactors, fuses, circuit breakers
- Sensors: types, installation, and adjustment
- PLC basics: inputs, outputs, and ladder logic overview
- Troubleshooting electrical faults using multimeters and manuals

Day 5: Preventive Maintenance Scheduling and Procedures

- Preventive maintenance planning: checklists and intervals
- Lubrication schedules and grease types
- Cleaning procedures for hoppers, conveyors, and sensors
- Spare part management: critical spares identification
- Maintenance logs and computerised maintenance management system (CMMS) entry

Day 6: Troubleshooting Common Faults

- Troubleshooting methodology: observe, isolate, correct, test
- Common faults: material jams, belt slippage, sensor misalignment
- Diagnostic tools: multimeters, pressure gauges, tachometers
- Interpreting error codes and alarm logs
- Root cause analysis techniques

Day 7: Advanced Maintenance: Overhauls and Replacements

- Overhaul procedures: motor replacement, gearbox rebuild
- Precision alignment using dial indicators or laser alignment
- Belt and chain tensioning methods
- Reassembly best practices: torque, sealants, and adjustments

- Post-maintenance verification and testing

Day 8: Quality Control and Performance Optimization

- KPIs: uptime, throughput, reject rate
- Adjusting conveyor speed and sensor timing
- Impact of maintenance on rod quality: breakage, misalignment
- Data collection for performance analysis
- Continuous improvement: lean maintenance principles

Day 9: Integration, Review, and Assessment

- Review of key concepts from Days 1-8
- Case study: developing a maintenance plan for a filter rod sending station
- Written assessment covering theory and procedures
- Practical assessment: perform a simulated maintenance task
- Course evaluation and certification

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **12 NQF credits** at **NQF Level 4**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 33,300.00	R 33,300.00
1	In-House	R 43,300.00	R 43,300.00
1	On-Campus (Pretoria)	R 50,000.00	R 50,000.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	20 Aug 2026	On-Campus	Durban, South Africa
10 Aug 2026	20 Aug 2026	On-Campus	Mauritius
11 Aug 2026	21 Aug 2026	On-Campus	Cape Town, South Africa
12 Aug 2026	24 Aug 2026	On-Campus	Dubai, UAE
13 Aug 2026	25 Aug 2026	On-Campus	Pretoria, South Africa
14 Aug 2026	26 Aug 2026	On-Campus	Abu Dhabi, UAE
17 Aug 2026	27 Aug 2026	On-Campus	Shenzhen, China
18 Aug 2026	28 Aug 2026	On-Campus	Dubai, UAE

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 114135) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call **+27 12 004 8389** or WhatsApp **+27 65 077 6310** and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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