



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

Support Activities Planning in Metal Production

Manufacturing, Engineering and Technology / Manufacturing and Assembly

Unit Standard 259720 · NQF Level 2 · 10 Credits · 7 Days

COURSE OVERVIEW

This course equips learners with the skills to plan and coordinate support activities essential for efficient metal production. Participants will learn to schedule resources, manage workflows, and ensure safety compliance within a metal production environment. The course is designed to enhance operational effectiveness and align support functions with production targets.

Category	Manufacturing, Engineering and Technology
Subfield	Manufacturing and Assembly
Unit Standard	259720
Accreditation	SAQA Accredited · NQF Level 2 · 10 Credits
Duration	7 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Develop and document support activity plans that align with production schedules and resource availability.
- Apply resource allocation techniques to optimise the use of personnel, equipment, and materials in support activities.
- Evaluate potential risks and implement control measures to ensure safety and compliance during support operations.
- Coordinate communication between production and support teams to minimise downtime and enhance workflow efficiency.
- Monitor and adjust support activity plans based on real-time production feedback and performance data.
- Demonstrate adherence to quality standards and continuous improvement principles in support activity planning.

WHO SHOULD ATTEND

- This course is intended for production supervisors, team leaders, and support staff involved in metal production processes who are responsible for planning and coordinating support activities.

COURSE OUTLINE

Day 1: Introduction to Metal Production and Support Activities Planning

- Overview of metal production processes (ferrous and non-ferrous).
- Definition and scope of support activities (maintenance, logistics, quality control).
- Regulatory framework: OHS Act, SANS standards, SAQA requirements.
- Roles and responsibilities of planners, supervisors, and operators.
- Introduction to planning principles: scheduling, resource allocation, and risk management.

Day 2: Production Schedules and Resource Requirements

- Types of production schedules: daily, weekly, and shift-based.
- Resource planning: raw materials, consumables, tools, and human resources.
- Techniques for estimating resource needs (historical data, standard times).
- Factors affecting resource availability (lead times, storage, budget).
- Practical exercise: create a simple schedule for a maintenance task.

Day 3: Risk Assessment and Safety Planning

- Hazard identification in metal production environments (heat, chemicals, machinery).
- Risk assessment methodologies (JSA, HAZOP, risk matrices).
- Developing control measures and safety procedures.
- Emergency response planning and first aid requirements.
- Case study: risk assessment for a furnace maintenance activity.

Day 4: Quality Control and Inspection Planning

- Quality standards in metal production (ISO 9001, ASTM, SANS).
- Inspection and testing plans for raw materials, in-process, and final products.
- Non-destructive testing (NDT) methods and scheduling.
- Documentation: checklists, reports, and corrective action records.
- Practical exercise: design an inspection plan for a welding operation.

Day 5: Maintenance Planning and Shutdown Coordination

- Types of maintenance: preventive, predictive, corrective.
- Maintenance planning tools: CMMS, work orders, and schedules.
- Shutdown planning: scope, resources, timeline, and critical path.
- Communication and coordination with production and other departments.
- Practical exercise: create a shutdown plan for a rolling mill.

Day 6: Logistics and Materials Handling Planning

- Material flow in metal production: from raw material to finished product.
- Storage requirements: safety, segregation, and space optimization.
- Transportation within the plant: cranes, forklifts, conveyors.
- Inventory management: reorder points, safety stock, and stocktaking.
- Practical exercise: design a material handling plan for a casting process.

Day 7: Integration, Continuous Improvement, and Assessment

- Creating a master support plan integrating schedule, resources, safety, quality, maintenance, and logistics.
- Continuous improvement tools: PDCA, Kaizen, and root cause analysis.
- Review of unit standard outcomes and assessment criteria.
- Final assessment: develop a support activities plan for a given scenario.

- Course wrap-up and feedback.

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 **10 NQF credits** at **NQF Level 2**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 28,200.00	R 28,200.00
1	In-House	R 36,700.00	R 36,700.00
1	On-Campus (Pretoria)	R 42,300.00	R 42,300.00

UPCOMING SESSIONS

Start	End	Method	Venue
05 Aug 2026	13 Aug 2026	On-Campus	Johannesburg, South Africa
06 Aug 2026	14 Aug 2026	On-Campus	Mauritius
07 Aug 2026	17 Aug 2026	On-Campus	Cape Town, South Africa
10 Aug 2026	18 Aug 2026	On-Campus	Pretoria, South Africa
11 Aug 2026	19 Aug 2026	On-Campus	Abu Dhabi, UAE
12 Aug 2026	20 Aug 2026	On-Campus	Durban, South Africa
12 Aug 2026	20 Aug 2026	On-Campus	Mauritius
13 Aug 2026	21 Aug 2026	On-Campus	Cape Town, South Africa

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 259720) 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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