



Australian Government

**Assessment Requirements for ICPCBF225
Set up machine for basic flat-bed die cutting
or embossing**

Release: 1

Assessment Requirements for ICPCBF225 Set up machine for basic flat-bed die cutting or embossing

Modification History

Release	Comments
Release 1	This version first released with ICP Printing and Graphic Arts Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- correctly set up a machine for basic flat-bed die cutting or embossing for TWO jobs, changing the type and size of substrates and design of finished patterns according to job specifications and within the production timeframe
- demonstrate all safety devices on the machine.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- identify work health and safety factors for:
 - setting up and/or operating machine delivery systems
 - setting up cutting devices
- list the information, required when setting up transportation systems, concerning die cutting or embossing that is found in the job documentation or production control system
- identify checks needed for:
 - mounting cutting devices on a flat-bed
 - registering and proofing cutting devices
 - securing cutting devices to the machine
 - setting up, adjusting and operating flat-bed cutting devices
- determine the selection criteria of particular cutting devices
- identify important areas to consider/check:
 - during feeder unit set up
 - to ensure suitability of in-line processes

- list steps to ensure the delivery system operates effectively
- determine machine pressure, machine cutting depths and adjustments needed to in-line units
- identify details of the completed sample to examine to ensure conformance with client requirements
- explain product testing procedures available and how often they should be used
- common faults that can occur with the flat-bed cutting process
- determine factors that indicate a need to replace knives/blades/cutting edges
- explain cutting edges storing to guard against damage and deterioration
- identify machine manuals, safety and other documentation relevant to this task, where they are kept, and the information included in them

Reel Systems Only

- identify checks needed:
 - during webbing procedures
 - of the reel delivery system that may need adjustment according to job specifications, and to be observed to prevent damage to the finished product
 - for adjustments to the unwind reel that may be needed to suit various jobs

Sheet Systems Only

- facilitate accurate sheet pick-up and transportation
- identify ways folded sheets can be secured for dispatch.

Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Noise levels, production flow, interruptions and time variances must be typical of those experienced in the converting, binding and finishing field of work and include access to flat-bed die cutting or embossing machine and special purpose tools, equipment and materials.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=a74b7a0f-a253-47e3-8be0-5d426e24131d>