



Australian Government

Department of Education, Employment and Workplace Relations

LMFBA2005A Construct roll up and pull down style blinds and awnings

Revision Number: 1

LMFBA2005A Construct roll up and pull down style blinds and awnings

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit specifies the outcomes required to construct roll up and pull down style blinds and awnings for interior and exterior applications.
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Application of the Unit

Application of the unit	<p>This unit applies to the skills and knowledge required to construct roll up and pull down style blinds and awnings. The unit applies in a workplace environment and may be conducted in a small to large scale enterprises.</p> <p>Applications may include some complex or non routine activities involving individual responsibility or autonomy and collaboration with others through members of groups and teams</p>
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	Nil	

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Establish work requirements and prepare for work	1.1. OHS requirements, legislative requirements , and workplace practices are observed throughout the work 1.2. Personal protective equipment is selected and used 1.3. Work orders are checked and confirmed 1.4. Material and hardware is selected and checked against work orders 1.5. Material is checked for flaws
2. Join, lay out, mark and cut fabrics	2.1. Tools and equipment are selected and used according to manufacturer's instructions and workplace procedures 2.2. Allowances are calculated and recorded 2.3. Materials are joined to make required width 2.4. Cutting equipment is checked for safe operation 2.5. Materials are cut making allowances for hardware 2.6. Material is laid out flat and square and marked according to workplace practices 2.7. Decorative edges, gimps and fringes are selected, measured and cut according to work order 2.8. Measurements are checked against work order
3. Construct product	3.1. Material edges are is hemmed making allowances for hardware 3.2. Decorative edging, gimps and fringes are attached to bottom edge 3.3. Hardware is prepared according to work order 3.4. Hardware is fitted to skin 3.5. Product is constructed according to work instructions 3.6. Child safety mechanisms are selected and attached
4. Apply quality checks	4.1. Completed product is checked ensuring finished product matches work order 4.2. Finished product is tested for correct operation 4.3. Parts of the work that do not comply with work order are repaired or reworked
5. Complete work	5.1. Finished work is cleaned, protected and stored following workplace practices 5.2. Tools and equipment are cleaned, maintained and stored

ELEMENT	PERFORMANCE CRITERIA
	5.3. Faulty tools and equipment are reported to <i>appropriate personnel</i> 5.4. Work area is cleaned and <i>waste</i> is disposed of according to workplace practices 5.5. <i>Workplace documentation</i> or reporting is completed

Required Skills and Knowledge

Required skills

- communicate with site supervisor to:
 - confirm work orders and instructions
 - identify problems
- report outcomes of constructing textile roll up and pull down style awnings
- work with others and in a team to construct roll up and pull down style blinds and awnings
- use pre-checking and inspection techniques to anticipate production problems, avoid re-working and wastage
- participate in establishing new ideas and work specifications for constructing roll up and pull down style blinds and awnings
- plan and organise own work, including preparation and layout of work area and obtaining equipment and materials to avoid backtracking
- follow workplace induction principles
- accurately plan and organise own work activities
- adapt to new skill requirements
- use workplace technology related to constructing roll up and pull down style blinds and awnings including specified tools, equipment, calculators and measuring devices

Required knowledge

- State or Territory OHS legislation, regulations, standards and codes of practice relevant to the full range of processes for constructing roll up and pull down style blinds and awnings
- organisational and workplace standards, requirements, policies and procedures for constructing roll up and pull down style blinds and awnings
- reading and interpreting workplace documents including work orders, work instructions and operator instructions
- environmental protection requirements relating to the disposal of waste material
- established line of communication and protocols
- types of tools and equipment used to construct roll up or pull down style blinds and awnings and procedures for their safe use, operation and maintenance
- characteristics of textiles and hardware used in the construction of roll up and pull down style blinds and awnings
- set up and operation of sewing and welding equipment
- computer programs
- cutting patterns and sequences
- cutting tool condition including sharpness, straightness and suitability for task
- industry standard textile roll widths
- storage systems and labelling
- procedures for the recording, reporting and maintenance of workplace records and

Required skills

information

- mathematical procedures for estimation and measurement of materials and hardware

Evidence Guide

EVIDENCE GUIDE

The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

- Interpret work order, locate materials and use information to complete tasks in constructing roll up and pull down style blinds and awnings
- Apply safe handling practices and safe operating procedures for equipment, products and materials to:
 - minimise the risk of injury to self or others
 - prevent damage to goods, equipment and products
- Identify materials and equipment used in constructing roll up and pull down style blinds and awnings
- Select, set up and maintain equipment in accordance with manufacturer specifications and workplace practices
- Communicate and work with others in the work area
- Report process for materials faults, damaged products or equipment
- Cut textiles accurately according to work orders
- Construct a minimum of two roll up and two pull down style blinds or awnings. Task is to include identifying and selecting hardware, measuring and joining materials, fitting hardware, cleaning, packaging and storing completed products

Context of, and specific resources for assessment

- The application of competency is to be assessed in the workplace or simulated workplace
- Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints
- Assessment of required knowledge and skills may be conducted in a workplace and simulated workplace environment
- The following resources should be made available:
 - workplace location or simulated workplace
 - materials and equipment relevant to construction of roll up and pull down blinds and awnings
 - workplace practices including standard operating procedures and work instructions for constructing roll up and pull down style blinds and awnings

EVIDENCE GUIDE**Method of assessment**

Assessment methods must confirm consistency and accuracy of performance (over time and in a range of workplace relevant contexts) together with application of required knowledge and skills

Assessment methods should be by direct observation of tasks and include questioning on required knowledge and skills to ensure its correct interpretation and application

Assessment should be conducted over time and may be in conjunction with assessment of other units of competency

Range Statement

RANGE STATEMENT	
<p>The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.</p>	
OHS requirements	<ul style="list-style-type: none"> include Commonwealth, State or Territory legislation and regulations, organisational safety policies and procedures. Requirements may include the use of personal protective equipment and clothing, fire fighting equipment, First Aid equipment, hazard and risk control and elimination of hazardous materials and substances, manual handling including lifting and carrying.
Legislative requirements	<ul style="list-style-type: none"> include applicable legislation from all levels of government that affect organisational operation. Requirements may include award and enterprise agreements, industrial relations, Australian Standards, confidentiality and privacy, the environment, equal opportunity, anti-discrimination, relevant industry codes of practice, duty of care and heritage.
Workplace practices	<ul style="list-style-type: none"> include legal, organisational and site guidelines, policies and procedures relating to own role and responsibility, quality assurance, procedural manuals, quality and continuous improvement processes and standards, emergency and evacuation, ethical standards, recording and reporting, access and equity principles and practices, equipment use, maintenance and storage, environmental management (waste disposal, recycling and re-use guidelines), tolerances, following manufacturer instructions and specifications
Personal protective equipment	<ul style="list-style-type: none"> includes safety glasses/goggles, hearing protection, safety footwear, protective clothing, respiratory protection
Work order	<ul style="list-style-type: none"> includes quotations for work, job cards, customer orders, worksheets
Material	<ul style="list-style-type: none"> includes canvas, acrylic, PVC, clear PVC, mesh, binding, woven fibreglass PVC

RANGE STATEMENT	
Hardware	<ul style="list-style-type: none"> includes rollers, battens, running assemblies, spring, rope edge, rivets, tek screws, screws, guide rails, head boxes
Tools and equipment	<ul style="list-style-type: none"> includes drill and bits, hack saw, aluminium bench saw, tape measure, pop rivet gun, tek gun, screwdriver (power, cordless and hand) cutting bench, shears, knives, cut off saws, sewing machines, needles, staple gun, double sided tape dispenser, file, mallet and hammer
Manufacturer instructions	<ul style="list-style-type: none"> may be written instruction booklets, instructions on the tools and equipment or instructions for correct use
Joined	<ul style="list-style-type: none"> may include sewing or welding processes
Allowances	<ul style="list-style-type: none"> measurements of textiles to be adjusted to allow for selected hardware, joins and hems
Marked	<ul style="list-style-type: none"> using suitable medium such as chalk, pen, pencil
Hemmed	<ul style="list-style-type: none"> using sewing or welding processes and making allowances for hardware
Work instructions	<ul style="list-style-type: none"> includes instructions for the construction of roll up and pull down style blinds and awnings
Child safety mechanisms	<ul style="list-style-type: none"> as required by legislation or code of practice
Tested	<ul style="list-style-type: none"> within limits of normal operation
Appropriate personnel	<ul style="list-style-type: none"> include assessor, trainer, supervisor, team leader, maintenance officer or manager, or any other person responsible for your work activity
Waste	<ul style="list-style-type: none"> may include textiles, metal, timber waste removal should be in accordance with enterprise policies and environmental legislation covering disposal of industrial waste
Workplace documentation	<ul style="list-style-type: none"> may include time sheets, customer care cards, work orders and reports

Unit Sector(s)

Unit sector	Blinds and awnings
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Competency field

Competency field	
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Co-requisite units

Co-requisite units		