



Australian Government

Department of Education, Employment and Workplace Relations

LMTGN3001B Control production in a section of a textiles, clothing and footwear enterprise

Release: 1

LMTGN3001B Control production in a section of a textiles, clothing and footwear enterprise

Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit covers the skills and knowledge to control operations within a section of a textiles, clothing and footwear (TCF) enterprise, to ensure production is efficient and meets established targets.

Application of the Unit

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The unit applies to scheduling activities, allocation of resources, monitoring productivity and addressing obstacles to efficiency. It applies to an area of production within an enterprise and within established guidelines.

Work would be conducted largely independently and with accountability for own results, including, carrying out assigned tasks, coordinating processes, and setting and working to deadlines.

Work may be self-directed and unsupervised.

Work may be conducted in small to large scale enterprises and may involve individual and team activities.

The application of this unit is according to OHS practices of the enterprise and workplace practices, which may include:

- requirements prescribed by legislation, awards, agreements and conditions of employment
- standard operating procedures
- work instructions
- oral, written and visual communication
- quality practices, including responsibility for maintenance of own work quality and contribution to quality improvement of team or section output
- housekeeping
- tasks related to environmental protection, waste disposal, pollution control and recycling

This unit requires the application of skills associated with planning and organising of staff, resources and technology required for a range production tasks. Team work and communication skills are also required to provide instruction on production requirements and interpret and complete production information. This unit also requires an ability to apply problem solving strategies to rectify operational problems.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisites

Employability Skills Information

Employability Skills This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Not applicable.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Identify requirements for efficient production	<ul style="list-style-type: none">1.1 Machine operations, staff, resources and production processes within work area are identified.1.2 Production targets for work area are identified.1.3 Quality standards and <i>OHS practices</i> for work area are identified.1.4 <i>Key conditions</i> affecting production are identified.1.5 Supply and <i>production scheduling</i> requirements for area are identified.
2 Monitor and assess production efficiency	<ul style="list-style-type: none">2.1 Compliance to specified requirements is checked to ensure efficiency is maintained.2.2 Non-compliance is identified, reported or recorded and investigated to determine causes.2.3 Production outcomes are assessed against targets.2.4 Ongoing monitoring activities are implemented to assess production efficiency.2.5 Additional information is sought as required to monitor efficiency.
3 Control production to achieve efficiency targets	<ul style="list-style-type: none">3.1 Production standards are set or interpreted to meet production targets.3.2 Corrective or preventative action is recommended and implemented.3.3 Targets and procedures are communicated to relevant personnel in a logical and easily understood manner.3.4 Supply of resources is managed and ensured as required.3.5 Maintenance of machinery is scheduled as required.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level, required for this unit

Demonstrates knowledge of:

- production and workflow system in the workplace
- factors and constraints that impact on effective workflow
- ways of controlling factors and constraints
- cost effective work methods to achieve production objectives and timelines
- methods for monitoring and controlling the use of resources
- quality standards and practices
- OHS practices, including hazard identification and control measures
- workplace practices
- recording and reporting practices

Demonstrates skills to:

- interpret workflow plans
- schedule and prioritise resources (machines, staff, materials and production processes)
- clarify and communicate tasks, roles and responsibilities
- allocate work for team members
- identify and report problems with workflow
- establish, maintain and update monitoring procedures
- identify and interpret product specifications
- set and adjust machines according to workplace practices
- select, organise and weigh raw materials
- analyse and record results according to workplace practices
- read, interpret and follow information on work specifications, standard operating procedures and work instructions, and other reference material
- maintain accurate records
- communicate within the workplace
- sequence operations
- meet specifications
- clarify and check task-related information
- carry out work according to OHS practices

Evidence Guide

The Evidence Guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for the Training Package.

Critical aspects of evidence	Demonstrates skills and knowledge to: <ul style="list-style-type: none">• organise machine operations, staff and production processes• meet production processes efficiency standards• implement appropriate ways of correcting non-compliance and inefficiencies• apply techniques to monitor production work• monitor changes to production processes• apply OHS practices in work operations• check production outputs against specifications• maintain accurate records
Consistency in performance	Consistently applies skills and knowledge when: <ul style="list-style-type: none">• organising work• completing tasks according to instructions• working systematically with attention to detail• identifying improvements and avoiding damage• using workplace practices• using OHS practices• recording and reporting accidents and incidents• assessing operational readiness of equipment• recognising and adapting to cultural differences in the workplace, including modes of behaviour and interactions
Resource implications	Access is required to real or appropriately simulated situations, including work areas, materials and equipment, and to information on workplace practices and OHS practices.
Context for assessment	Assessment may occur on the job or in an appropriately simulated environment.
Interdependent assessment	This unit may be assessed independently or in combination with other relevant units.

Range Statement

RANGE STATEMENT

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. Add any 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.

Legislative/regulatory requirements All work must comply with relevant Federal and State or Territory legislative or regulatory requirements.

Key conditions may include

- seasonal
- employment patterns
- skill availability
- industry influences
- influences on raw materials quality or availability
- safety issues

Production schedules may apply to

- daily or production runs, including repetitive production runs, short runs and quick changes

OHS practices OHS practices include hazard identification and control, risk assessment and implementation of risk reduction measures specific to the tasks described by this unit, and may relate to:

- manual handling techniques
- standard operating procedures
- personal protective equipment
- safe materials handling
- taking of rest breaks
- ergonomic arrangement of workplaces
- following marked walkways
- safe storage of equipment
- housekeeping
- reporting accidents and incidents
- environmental practices

Unit Sector(s)

Sector All