



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **LMTGN4016A Contribute to the development of products or processes**

**Revision Number: 1**

## **LMTGN4016A Contribute to the development of products or processes**

### **Modification History**

Not applicable.

### **Unit Descriptor**

**Unit descriptor** This unit covers the skills and knowledge required to contribute to developing products or processes within the workplace.

## Application of the Unit

### Application of the Unit

This unit applies to activities contributing to development of products or processes within the enterprise. It includes conducting trials to establish conformance to requirements. Judgement may be required in planning and selecting appropriate processes or procedures for self and others.

Work may be conducted in restricted spaces or exposed conditions or controlled or open environments

Work responsibilities will vary in scope according to:

- size of the workplace
- range of designs or products
- specialisation in the workplace
- workplace quality standards

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

This unit is applied according to OHS and workplace practices of the enterprise, 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/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 the development of products or process for production. This unit also requires an ability to work with others in the team to test and assess the quality and feasibility of designs and make adjustments or modifications to specifications. Initiative, enterprise and problem solving will be used to assist in feasibility studies and develop specifications. Learning skills will be used to gather and apply new information.

## 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

ELEMENTS	PERFORMANCE CRITERIA
1 Interpret provisional specifications	1.1 Provisional specifications are identified 1.2 Specifications are interpreted, in consultation with others, where required
2 Participate in feasibility studies	2.1 Requirements for feasibility study are identified, in conjunction with others, as required 2.2 Assistance is provided in studies to assess feasibility of design and development through sampling, trial run production, consideration of machine or equipment capabilities, availability of resources, required quality and cost
3 Assist in developing or engineering product	3.1 Product or process specifications are interpreted and preliminary specifications are developed from <i>feasibility study</i> 3.2 Specifications are used to develop or engineer the product 3.3 Raw materials are checked or selected to meet requirements 3.4 Machine or equipment or skill availability are determined against requirements
4 <b>Conduct trials</b>	4.1 Requirements for trial are confirmed and clarified, where necessary, to establish procedures and parameters 4.2 Organisation and liaison with production area occurs, where required 4.3 Trials are assessed in accordance with the established procedures
5 Analyse and interpret results	5.1 Results of the trials are analysed to determine performance and acceptability for production 5.2 Analysis is interpreted to determine performance and acceptability for production
6 Report results and maintain records	6.1 Reports are prepared 6.2 Records are maintained, where 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:

- industry and product processes
- product and process development procedures
- machine or equipment, resource and skill capabilities within the workplace
- feasibility study procedures
- safety and environmental aspects of relevant workplace activities
- reporting processes
- OHS practices, including hazard identification and control measures
- quality practices
- workplace practices
- recording and reporting practices

Demonstrates skills to:

- carry out sampling
- check and select raw materials
- interpret specifications
- establish availability of machines
- determine availability of required skills and personnel
- select, interpret and evaluate procedures or processes
- 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.

<b>Critical aspects of evidence to be considered</b>	Demonstrates skills and knowledge to: <ul style="list-style-type: none"><li>• conduct feasibility studies</li><li>• interpret and develop specifications</li><li>• use specifications appropriately</li><li>• organise and conduct trials</li><li>• assess results of trials</li></ul>
<b>Consistency in performance</b>	Consistently applies skills and knowledge when: <ul style="list-style-type: none"><li>• organising work</li><li>• completing tasks</li><li>• identifying improvements</li><li>• using workplace practices</li><li>• using OHS practices</li><li>• recording and reporting accidents and incidents</li><li>• assessing operational readiness of equipment used and work processes</li><li>• recognising and adapting to cultural differences in the workplace, including modes of behaviour and interactions</li><li>• completing work systematically with attention to detail without damage to goods and equipment</li></ul>
<b>Resource implications</b>	Access is required to real or appropriately simulated situations, including work areas, materials and equipment, and to information on workplace practices and OHS practices.
<b>Context for assessment</b>	Assessment may occur on the job or in an appropriately simulated environment.
<b>Interdependent assessment</b>	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 if 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.

Feasibility studies may include:

- sampling
- trial run production
- consideration of machine capabilities
- availability of resources
- required quality
- cost

Conducting trials may relate:

- confirmation and clarification of requirements
- liaison with production area
- allocating work
- reviewing and evaluating processes and products
- performing trials
- interpreting data
- analysing results

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

- 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
- other OHS practices relevant to the job and enterprise



## Unit Sector(s)

<b>Sector</b>	All
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