



Australian Government

AURVTT2005 Select and apply trim and fabric materials

Release 1

AURVTT2005 Select and apply trim and fabric materials

Modification History

Release	Comment
Release 1	<p>Replaces AURV231268A Select and apply trim/fabric materials and determine attachment methods</p> <p>Unit code updated to meet policy requirements</p> <p>Minor changes to unit title</p> <p>Reference to OHS legislation replaced with new WHS legislation</p> <p>Licensing statement added to unit descriptor</p>

Unit Descriptor

Unit descriptor	<p>This unit of competency covers the skills and knowledge required to select trim/fabric materials and determine methods of attaching trim/fabric materials.</p> <p>Licensing, legislative, regulatory or certification requirements may apply to this unit in some jurisdictions. Users are advised to check with the relevant regulatory authority.</p>
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Application of the Unit

Application of the unit	<p>The unit includes identification and confirmation of work requirements, preparation for work, selection of trim/fabric material for specific applications, selection of the methods of attachment of material to vehicle components, and completion of work finalisation processes, including clean-up and documentation.</p> <p>Work requires individuals to demonstrate judgement and problem-solving skills in managing own work activities and contributing to a productive team environment.</p>
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

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. Prepare for work	<p>1.1. Work instructions are used to determine job requirements, including method, process and equipment.</p> <p>1.2. Job specifications are read and interpreted.</p> <p>1.3. Workplace health and safety (WHS) requirements, including personal safety needs, are observed throughout the work.</p> <p>1.4. Equipment and tooling are identified and checked for safe and effective operation.</p> <p>1.5. Procedures are determined to minimise task time.</p>
2. Select trim/fabric materials	<p>2.1. Information is accessed and interpreted from manufacturer/ component supplier specifications.</p> <p>2.2. Material applications and usages are compared with the job requirements.</p> <p>2.3. The material selected is that which best meets the user requirement.</p> <p>2.4. Activities are carried out according to industry regulations/ guidelines, WHS requirements, legislation and enterprise procedures/policies.</p>
3. Determine attachment methods	<p>3.1. Information is accessed and interpreted from manufacturer/ component supplier specifications.</p> <p>3.2. Attachment options are identified and analysed.</p> <p>3.3. Attachment option is selected.</p> <p>3.4. Selected option is documented.</p>
4. Clean up work area and maintain equipment	<p>4.1. Equipment and work area are cleaned and inspected for serviceable condition in accordance with workplace procedures.</p> <p>4.2. Operator maintenance is completed in accordance with manufacturer/component supplier specifications and worksite procedures.</p> <p>4.3. Equipment is maintained in accordance with workplace procedures.</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Required skills include:

- collect, organise and understand information related to work orders, plans and safety procedures for selection and application of trim/fabric materials
- technical literacy and communication skills sufficient to interpret and apply common industry terminology, and interpret technical information and specifications
- research and interpretive skills to locate, interpret and apply operational and safety information
- communicate ideas and information to enable confirmation of work requirements and specifications, coordination of work with worksite supervisor, other workers and customers, and the reporting of work outcomes and problems
- plain English literacy and communication skills in relation to dealing with others involved in the work
- questioning and active listening skills, for example when obtaining information relating to selection and application of trim/fabric materials
- plan and organise activities, including preparation and layout of worksite and obtaining of equipment and material to avoid backtracking or workflow interruptions
- work with others and in a team by recognising dependencies and using cooperative approaches to optimise workflow and productivity
- use mathematical ideas and techniques to complete tests and measurements to determine selection and application of trim/fabric materials
- establish safe and effective work processes which anticipate and/or resolve problems and downtime, to systematically develop solutions to avoid or minimise reworking and wastage
- use workplace technology related to selection and application of trim/fabric materials, including the use of measuring equipment, computerised technology and communication devices and the reporting/documenting of results

Required knowledge

Required knowledge includes:

- WHS cleaning materials, equipment, material and personal safety requirements
- manufacturer/component supplier/company specifications
- trim/fabric material types and their application
- selection procedures to determine trim/fabric material requirements
- methods of attachment of trim/fabric materials
- work organisation and planning processes

REQUIRED SKILLS AND KNOWLEDGE

- enterprise quality processes

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.

Overview of assessment

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

It is essential that competence is fully observed and there is ability to transfer competence to changing circumstances and to respond to unusual situations in the critical aspects of:

- observing safety procedures and requirements
- communicating effectively with others involved in or affected by the work
- completing preparatory activity in a systematic manner
- selecting trim/fabric materials for a range of specified jobs
- determine attachment methods to be used for a range of specified jobs.

Context of, and specific resources for assessment

- Application of competence is to be assessed in the workplace or simulated worksite.
- Assessment is to occur using standard and authorised work practices, safety requirements and environmental constraints.
- Assessment is to comply with regulatory requirements, including Australian Standards.
- The following resources should be made available:
 - workplace location or simulated workplace
 - materials relevant to selection and determination of attachment methods of trim/fabric materials
 - equipment, hand and power tooling appropriate to selection and determination of attachment methods of trim/fabric materials
 - activities covering mandatory task requirements
 - specifications and work instructions.

Method of assessment

- Assessment must satisfy the endorsed Assessment Guidelines of the Automotive Industry Retail, Service and Repair Training Package.
- Assessment methods must confirm consistency and accuracy of performance together with application of underpinning knowledge.
- Assessment must be by direct observation of tasks, with questioning on underpinning knowledge and it must also

EVIDENCE GUIDE

	<p>reinforce the integration of key competencies.</p> <ul style="list-style-type: none">• Assessment may be applied under project-related conditions and require evidence of process.• Assessment must confirm a reasonable inference that competence is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances.• It is preferable that assessment reflects a process rather than an event and occurs over a period of time to cover varying quality circumstances. Evidence of performance may be provided by customers, team leaders/members or other persons subject to agreed authentication arrangements.• Competence in this unit may be assessed in conjunction with other functional units which together form part of the holistic work role.
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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. 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.

Methods	Methods to be considered are to include: <ul style="list-style-type: none"> clamping, crimping, gluing and sewing
Trim/fabric materials	Trim/fabric materials may be attached to: <ul style="list-style-type: none"> passenger/commercial vehicles plant and agricultural equipment recreational equipment mining equipment marine craft and aircraft
WHS	WHS requirements are to be in accordance with legislation/regulations/codes of practice and enterprise safety policies and procedures. This may include: <ul style="list-style-type: none"> protective clothing and equipment use of tooling and equipment workplace environment and safety handling of material use of firefighting equipment enterprise first aid hazard control and hazardous material and substances
Personal protective equipment	Personal protective equipment is to include that prescribed under legislation/regulation/codes of practice and workplace policies and practices
Safe operating procedures	Safe operating procedures are to include, but are not limited to: <ul style="list-style-type: none"> operational risk assessment and treatments associated with electrical safety, machinery movement and operation, manual and mechanical lifting and shifting, working in proximity to others and worksite visitors

RANGE STATEMENT	
Emergency procedures	<p>Emergency procedures related to this unit are to include, but are not limited to:</p> <ul style="list-style-type: none"> • extinguishing fires • enterprise first aid requirements • worksite evacuation
Environmental requirements	<p>Environmental requirements are to include but are not limited to:</p> <ul style="list-style-type: none"> • waste management and clean-up management
Quality requirements	<p>Quality requirements are to include, but are not limited to:</p> <ul style="list-style-type: none"> • regulations, including Australian standards • internal company quality policies and standards • enterprise operations and procedures
Statutory/regulatory authorities	<p>Statutory/regulatory authorities may include:</p> <ul style="list-style-type: none"> • federal, state/territory and local authorities administering Acts, regulations and codes of practice
Tooling and equipment	<p>Tooling and equipment may include:</p> <ul style="list-style-type: none"> • computers
Materials	<p>Materials may include:</p> <ul style="list-style-type: none"> • fabric and cleaning materials
Communications	<p>Communications are to include, but are not limited to:</p> <ul style="list-style-type: none"> • verbal and visual instructions and may include worksite specific instructions, written instructions, plans or instructions related to job/task
Information/documents	<p>Sources of information/documents may include:</p> <ul style="list-style-type: none"> • verbal or written and graphical instructions, catalogues, colour charts, vehicle details, material safety data sheets (MSDS), diagrams or sketches • regulatory/legislative requirements pertaining to trim/fabric materials • organisation work specifications and requirements

RANGE STATEMENT	
	<ul style="list-style-type: none">• instructions issued by authorised enterprise or external persons• Australian standards

Unit Sector(s)

Unit sector	Vehicle body
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Co-requisite units

Not applicable.

Competency field

Competency field	Technical - Trimming and Upholstery
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