



Australian Government

Department of Education, Employment and Workplace Relations

FPICOT2205B Tail out materials

Release: 1

FPICOT2205B Tail out materials

Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit describes the outcomes required to clear sawn or machined materials and waste from a saw or machine while maintaining process flow and checking and sorting the finished product

General workplace legislative and regulatory requirements apply to this unit; however there are no specific licensing or certification requirements at the time of publication

This unit replaces FPICOT2205A Tail out materials

Application of the Unit

Application of the unit

The unit involves tailing out materials in a forest products factory setting

The skills and knowledge required for competent workplace performance are to be used within the scope of the person's job and authority

Licensing/Regulatory Information

Refer to Unit Descriptor

Pre-Requisites

Not Applicable

Employability Skills Information

Employability skills This unit contains employability skills

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.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare for cutting or machining process	<p>1.1. Applicable occupational health and safety (OHS), environmental, legislative and organisational requirements relevant to tailing out materials are identified and followed</p> <p>1.2. Work order is reviewed and clarified with appropriate personnel</p> <p>1.3. Required finished board sizes and quantities are identified in line with operator and work order</p> <p>1.4. Where multiple cuts are required, sequence of cuts or machining passes are checked with operator and work order</p> <p>1.5. Communication with others is established and maintained in line with OHS requirements</p>
2. Maintain process flow	<p>2.1. Flitch, cant or board is controlled to maintain process flow in line with sawing or dressing speed, OHS requirements and production standards</p> <p>2.2. Sawn waste or material is controlled and regularly cleared in line with site procedures and environmental requirements</p> <p>2.3. Flitch, cant or board is assessed for further processing requirements and returned to operator in line with production standards</p> <p>2.4. Work area is regularly cleared in line with site procedures, and OHS and environmental requirements</p> <p>2.5. Problems in flow or processing of materials are identified and reported to operator for resolution</p> <p>2.6. As directed by operator, material with faults or defects is disposed of in line with site procedures and environmental requirements</p>
3. Sort finished product	<p>3.1. Boards are sorted and stacked in line with site procedures and specific operational requirements</p> <p>3.2. Boards are assessed for standard sizes by visual estimate or using a measuring tool in line with site procedures</p> <p>3.3. Recoverable material and waste are segregated and stored or directed for further processing in line with site procedures</p> <p>3.4. Production and quality records and reports are processed in line with site procedures and organisational requirements</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- Technical skills sufficient to use and maintain relevant tools, machinery and equipment
- Communication skills and interpersonal techniques sufficient to interact appropriately with colleagues and others in the workplace; locate, record and report information
- Literacy skills sufficient to follow legislation, regulations, standards, codes of practice and established safe practices and procedures for tailing out material
- Numeracy skills sufficient to use appropriate methods of analysis, assessment and evaluation to tail out materials; sort finished material into required grades and waste from recoverable or finished materials; estimate, measure and calculate time required to complete a task
- Problem solving skills sufficient to review and identify work requirements; identify problems; demonstrate appropriate response procedures

Required knowledge

- Applicable commonwealth, state or territory legislation, regulations, standards, codes of practice and established safe practices relevant to the full range of processes for tailing out materials
- Environmental protection requirements, including the safe disposal of waste material and the cleaning of plant, tools and equipment
- Organisational and site standards, requirements, policies and procedures for tailing out materials
- Environmental risks and hazards
- Criteria for recycling and re-using material with faults or defects
- Industry standard cross section and length dimensions and tolerances
- Tailing out processes and procedures
- Common industry terminology
- Established communication channels and protocols
- Problem identification and resolution strategies, and common fault finding techniques
- Types of tools and equipment, and procedures for their safe use, operation and maintenance
- Appropriate mathematical procedures for estimating and measuring, including calculating time to complete tasks
- Procedures for recording and reporting workplace information

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

A person who demonstrates competency in this unit must be able to provide evidence that they can safely and efficiently:

- tail out material, demonstrating the correct maintenance of process flow
- sort material according to organisational guidelines

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

The evidence required to demonstrate competency in this unit must be relevant to, and satisfy, all of the requirements of the elements of this unit and include demonstration of:

- following applicable commonwealth, state or territory legislative and regulatory requirements and codes of practice relevant to tailing out materials
- following organisational policies and procedures relevant to tailing out materials
- safely tailing out material while maintaining process flow
- identifying processing faults and sorting finished material

Context of and specific resources for assessment

- Competency is to be assessed in the workplace or realistically simulated workplace
- Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints
- Assessment of required knowledge, other than confirmatory questions, will usually be conducted in an off-site context
- Assessment is to follow relevant regulatory or Australian Standards requirements
- The following resources should be made available:
 - workplace location or simulated workplace
 - materials and equipment relevant to undertaking work applicable to this unit
 - specifications and work instructions

Method of assessment

- Assessment must satisfy the endorsed Assessment Guidelines of the FPI11 Training Package

EVIDENCE GUIDE

- 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
- Assessment must be by direct observation of tasks, with questioning on required knowledge and it must also reinforce the integration of employability skills
- Assessment methods must confirm the ability to access and correctly interpret and apply the required knowledge
- Assessment may be applied under project-related conditions (real or simulated) and require evidence of process
- Assessment must confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances
- Assessment may be in conjunction with assessment of other units of competency
- The assessment environment should not disadvantage the candidate
- Assessment practices should take into account any relevant language or cultural issues related to Aboriginality, gender or language backgrounds other than English
- Where the participant has a disability, reasonable adjustment may be applied during assessment
- Language and literacy demands of the assessment task should not be higher than those of the work role

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.

OHS requirements: are to be in line with applicable commonwealth,

RANGE STATEMENT

state or territory legislation and regulations, and organisational safety policies and procedures, and may include:

- personal protective equipment and clothing
- safety equipment
- first aid equipment
- fire fighting equipment
- hazard and risk control
- fatigue management
- elimination of hazardous materials and substances
- manual handling including shifting, lifting and carrying
- legislation
- organisational policies and procedures
- workplace practices

Environmental requirements may include:

Legislative requirements:

are to be in line with applicable commonwealth, state or territory legislation, regulations, certification requirements and codes of practice and may include:

- award and enterprise agreements
- industrial relations
- Australian Standards
- confidentiality and privacy
- OHS
- the environment
- equal opportunity
- anti-discrimination
- relevant industry codes of practice
- duty of care

Organisational requirements may 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
- OHS, emergency and evacuation procedures
- ethical standards

RANGE STATEMENT

- recording and reporting requirements
 - equipment use, maintenance and storage requirements
 - environmental management requirements (waste minimisation and disposal, recycling and re-use guidelines)
- Materials** may be:
- timber
 - other materials that are solid or manufactured by lamination of boards or veneers
- Appropriate personnel** may include:
- supervisors
 - clients
 - colleagues
 - line management
- Communication** may include:
- verbal and non-verbal language
 - constructive feedback
 - active listening
 - questioning to clarify and confirm understanding
 - use of positive, confident and cooperative language
 - use of language and concepts appropriate to individual social and cultural differences
 - control of tone of voice
- Controlled** may relate to:
- material movement
 - position of the material being sawn or dressed
 - avoiding contact with tail of saw or cutter
 - removing waste
- Problems** may relate to:
- speed of production
 - flow of product
 - sharpness of blades or cutters
 - quality of materials
 - communication
 - housekeeping
 - burn marks
 - rough finish
 - tear out
 - machine marks
 - irregular size of finished product
- Disposing of** may include:
- recycling material with faults or defects
 - re-using material with faults or defects
 - redirecting material with faults or defects for

RANGE STATEMENT

- Recoverable material:**
- energy recovery
 - is the volume of timber sawn from a resource compared to the volume of that resource
 - is expressed as a percentage (sawn timber volume/initial log volume x 100)
 - maximises the value of the resource
- Storing or directing for further processing** may include:
- recycling segregated recoverable material and waste
 - re-using segregated recoverable material and waste
 - redirecting segregated recoverable material and waste for energy recovery
- Records and reports** may include:
- tally sheets
 - quality sheets and forms
 - production sheets and downtime sheets
- and may relate to:
- production details
 - maintenance details
 - breakdowns or equipment faults
 - interruptions to production
- and may be:
- manual
 - computer-based system
 - other appropriate organisational communication system

Unit Sector(s)

Not Applicable

Competency field

Competency field Common Technical