



Australian Government

Department of Education, Employment and Workplace Relations

FPICOT3207B Set up, operate and maintain finger jointing operations

Release: 1

FPICOT3207B Set up, operate and maintain finger jointing operations

Modification History

Not Applicable

Unit Descriptor

Unit descriptor This unit describes the outcomes required to set up, operate and maintain a finger jointing operation. The unit includes planning production parameters, maintaining cutters and other equipment, and resolving problems

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 FPICOT3207A Set up, operate and maintain finger jointing operations

Application of the Unit

Application of the unit The unit involves setting up, operating and maintaining finger jointing operations 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. Plan production parameters	<p>1.1. Applicable <i>occupational health and safety</i> (OHS), <i>environmental</i>, <i>legislative</i> and <i>organisational requirements</i> relevant to setting up, operating and maintaining finger jointing operations are identified and followed</p> <p>1.2. <i>Finger jointing requirements</i> are monitored in line with work orders and site procedures</p> <p>1.3. <i>Schedules</i> are developed and communicated to <i>relevant personnel</i></p> <p>1.4. <i>Communication</i> with others is established and maintained in line with OHS requirements</p>
2. Set up jointing operation	<p>2.1. <i>Equipment</i> is checked and adjusted where necessary, and started in line with manufacturer recommendations</p> <p>2.2. Cutters are selected, checked and prepared to suit finger profile and timber cross section in line with site procedures</p> <p>2.3. Trial joints are cut and finger profiles checked in line with site procedures</p> <p>2.4. Trial joints that achieve the desired outcomes are added to the process</p> <p>2.5. Trial boards that do not achieve the desired outcomes are <i>disposed of</i> in line with site procedures and environmental requirements</p> <p>2.6. Jointing operation is <i>prepared</i> to suit finger profile, timber cross section characteristics and glue requirements</p> <p>2.7. Jointing process is commenced in line with site standards and procedures, and OHS requirements</p> <p>2.8. Trial cleats are machined, joined and tested and <i>problems</i> resolved in line with site procedures</p> <p>2.9. Sub-standard joints are disposed of in line with site procedures and environmental requirements</p>
3. Maintain and complete jointing process	<p>3.1. Equipment lock-out procedures are applied in line with OHS legislation and site procedures</p> <p>3.2. Routine maintenance of finger jointing equipment is planned and conducted in line with OHS requirements and site procedures</p> <p>3.3. Processing and equipment <i>faults</i> are recognised and resolved in line with site procedures</p> <p>3.4. Assistance is provided to maintenance personnel to</p>

ELEMENT**PERFORMANCE CRITERIA**

- identify equipment faults and resolve problems in line with site procedures
- 3.5. Finger jointing operations are *recorded and reported* to the appropriate personnel

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; safely carry out simple grinding and sharpening procedures on cutters; plan and set up finger jointing equipment
- Communication skills sufficient to use appropriate communication and interpersonal techniques and methods with colleagues and others
- Literacy skills sufficient to record and report workplace information; maintain documentation
- Numeracy skills sufficient to measure, estimate and calculate time required to complete a task
- Problem solving skills sufficient to identify problems and equipment faults; 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 setting up, operating and maintaining finger jointing operations
- Environmental protection requirements, including the safe disposal of waste material, the safe use and storage of chemicals, and the cleaning of plant, tools and equipment
- Organisational and site standards, requirements, policies and procedures for setting up, operating and maintaining finger jointing operations
- Environmental risks and hazards
- Criteria for recycling and re-using trial boards that do not achieve the desired outcomes/sub-standard joints
- Equipment lock-out procedures
- Methods used to monitor and schedule production
- Industry standard cross sections, strength and tolerances
- Established communication channels and protocols
- Problem identification and resolution strategies, and common fault finding

REQUIRED SKILLS AND KNOWLEDGE

techniques

- Types of tools and equipment, and procedures for their safe use 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 plan, set up and maintain finger jointing operations and maintain equipment in line with site procedures

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 setting up, operating and maintaining finger jointing operations
- following organisational policies and procedures relevant to setting up, operating and maintaining finger jointing operations
- planning production parameters, including developing and disseminating schedules
- setting up, operating and maintaining a finger jointing operation, including maintaining equipment and cutters and resolving problems

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

EVIDENCE GUIDE

Method of assessment

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

RANGE STATEMENT

OHS requirements:

are to be in line with applicable commonwealth, 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

Environmental requirements may include:

- legislation
- organisational policies and procedures
- workplace practices

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

RANGE STATEMENT

- ethical standards
 - recording and reporting requirements
 - equipment use, maintenance and storage requirements
 - environmental management requirements (waste minimisation and disposal, recycling and re-use guidelines)
- Finger jointing requirements** may include:
- cross sections
 - grades and quantities of timber requiring work
 - order requirements, including cross sections and end use
- Schedules** may include:
- timber cross sections to be finger jointed
 - finger joint profiles
 - required and acceptable cleat lengths
 - finished product grades
 - quantities to be produced
 - changeover times
- Relevant personnel** may include:
- docking area personnel
 - finger jointing section personnel
 - further processing area personnel
 - material handling personnel
- 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
- Equipment** may include:
- finger jointing machine stations and equipment
 - conveyors
 - guides
 - cutters
 - glue spreader
- Disposing of** may include:
- recycling trial boards that do not achieve the desired outcomes/sub-standard joints
 - re-using trial boards that do not achieve the desired outcomes/sub-standard joints

RANGE STATEMENT

- redirecting trial boards that do not achieve the desired outcomes/sub-standard joints for energy recovery
- Prepared** may include:
- setting feed rates
 - setting guides and conveyors
 - setting glue spreader
 - curing controls to apply even coating to joint
- Problems** may relate to:
- equipment faults and malfunctions
 - glue mix, curing and application
 - loading of cleats and shooks
 - quality of product
 - machine settings
- Faults** may include:
- blunt or damaged cutters
 - inadequate supply of materials
 - disruption to continuity of flow
 - sub-optimal production rate and finish
- Records and reports** may relate to:
- equipment logs
 - tally sheets
 - quality sheets and forms
 - production sheets and downtime sheets
- and may relate to:
- production details
 - maintenance details
 - breakdowns or equipment faults
 - computer problems
 - 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