



**Australian Government**

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

# **FPICOT3228B Plane/sand panels**

**Release: 1**

## **FPICOT3228B Plane/sand panels**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Unit descriptor**

This unit describes the outcomes required to plane and sand the surfaces of panels, optimising board thickness or retaining integrity of veneers

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 FPICOT3228A Plane/sand panels

### **Application of the Unit**

#### **Application of the unit**

The unit involves planing and sanding panels 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 planing and sanding | <p>1.1. Applicable <b>occupational health and safety</b> (OHS), <b>environmental</b>, <b>legislative</b> and <b>organisational requirements</b> relevant to planing and sanding panels are identified and followed</p> <p>1.2. <b>Work order</b> is reviewed and clarified with <b>appropriate personnel</b></p> <p>1.3. Type and quantity of <b>panels</b> to be <b>planed or sanded</b> are acquired from the production process</p> <p>1.4. <b>Equipment</b> is selected appropriate to work requirements and checked for operational effectiveness in line with manufacturer recommendations</p> <p>1.5. Planing or sanding process is planned in line with site procedures and environmental requirements</p> <p>1.6. <b>Communication</b> with others is established and maintained in line with OHS requirements</p> |
| 2. Plane/sand panels               | <p>2.1. <b>Pre-startup checks</b> are carried out on equipment in line with site requirements</p> <p>2.2. Planing or sanding thickness and <b>feed rate</b> are set for optimal recovery of product</p> <p>2.3. Panel is positioned and fed at rate appropriate to the machine speed, capacity, <b>board</b> or <b>veneer</b> panel thickness and condition</p> <p>2.4. <b>Dust extraction</b> equipment is regularly checked and cleaned to avoid blockages</p> <p>2.5. Panels are <b>visually assessed</b> to ensure specified outcome has been achieved</p> <p>2.6. <b>Outfeed</b> is coordinated to ensure efficient <b>recovery</b> of planed or sanded material</p> <p>2.7. Planing or sanding process and equipment faults are <b>recorded and reported</b> to the appropriate personnel</p>                         |
| 3. Redistribute material           | <p>3.1. Panels are <b>regraded</b> in line with site requirements and industry standards</p> <p>3.2. Material is directed and <b>moved to storage</b> or processing operations in line with site requirements</p> <p>3.3. Sub-standard material is rejected and <b>disposed of</b> in line with site requirements</p> <p>3.4. Work area is cleaned in line with site requirements</p>   |
| 4. Conduct operator maintenance    | <p>4.1. Equipment lock-out procedures are followed in line with OHS legislation and site procedures</p>   |

**ELEMENT****PERFORMANCE CRITERIA**

- 4.2. Planer blades or sanding belts are checked for blunt or damaged condition in line with site procedures
- 4.3. Planer blades or sanding belts are removed and replaced in line with manufacturer recommendations
- 4.4. Machine area is kept clear of dust, shavings and debris in line with OHS and environmental requirements

## 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; efficiently and safely plane and sand panels
- Communication skills sufficient to use appropriate communication and interpersonal techniques 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 planing and sanding panels
- Environmental protection requirements, including the safe disposal of waste material (including preservative treated timber), and the safe use and storage of chemicals
- Organisational and site standards, requirements, policies and procedures for planing and sanding panels
- Environmental risks and hazards
- Procedures for recycling and re-using sub-standard material
- Planing or sanding techniques
- Methods of visual inspection
- Characteristics of timber and veneer
- Distribution processes

**REQUIRED SKILLS AND KNOWLEDGE**

- Storage systems and labelling procedures
- 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 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 plane and sand panels in line with organisational requirements

### 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 planing and sanding panels
- following organisational policies and procedures relevant to planing and sanding panels
- planing and sanding panels in readiness for application to panel products or for interim storage
- redistributing material on site using designated equipment
- conducting operator maintenance on planing and sanding equipment

### 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
- Assessment methods must confirm consistency and

## EVIDENCE GUIDE

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. **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, state or territory legislation and regulations, and



## RANGE STATEMENT

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
- safe forest practices, including required actions relating to forest fire
- 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

## 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)
- Work order** is to include:
- instructions for planing or sanding boards or veneer panels
- and may include:
- species
  - colour
  - type
  - width
  - length
  - thickness
  - quantity
  - instructions for the environmental monitoring of work and procedures
  - environmental care requirements relevant to the work
- Appropriate personnel** may include:
- supervisors
  - suppliers
  - clients
  - colleagues
  - managers
- Panel** is to include:
- any manufactured panel product with a timber veneer
  - any solid timber panels (single board or glue joined boards)
- Planing** is the process of dressing solid timber panels to a specified thickness, removing the rough surfaces and any imperfections
- Sanding** is the process of finishing a panel and removing any machine marks or imperfections to an acceptable standard of smoothness or surface texture, which will allow coating
- Equipment** is to include:
- procedures for equipment lock-out, such as protecting operators and co-workers from accidental injury by isolating the machine

## RANGE STATEMENT

from the power source

and may include:

- panel planers or thicknessers
- surface planers or buzzers
- drum sanders
- panel sanders
- veneer sanders
- stroke sanders

**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

**Pre-startup checks**

are conducted to ensure:

- machine has been set up correctly
- systems are performing accurately
- machine is operating to optimum performance

**Feed rate** is to include:

- rate of speed the board or veneered panel is passed through the planing/sanding machine
- impact on equipment
- finish and production output

**Board** refers to:

- solid timber panels

**Veneer**

- is the thin sheet of timber (approximately 0.5 mm thick or to organisational requirement for sliced veneer and varying thickness for rotary) used to cover medium density fibreboard, chipboard, fibreboard, plywood and other manufactured board products with a natural timber coating
- types are usually referred to as quarter sawn, back sawn and radial (or rotary) sawn

**Dust extraction** may include:

- machine specific dust extraction systems with collection bags
- hopper-based extraction systems that link all machines to the one extractor source through a

## RANGE STATEMENT

- Visually assessed** is to include:
- series of connected pipes
  - assessment of boards or veneer boards to determine:
    - thickness
    - finish quality
    - veneer faults
- Outfeed** is the process of producing panels from the machining operation and handling them in such a way that prevents damage to the planed or sanded surfaces
- Recovery**
- is the volume of timber planed or sanded from a resource compared to the volume of that resource
  - is expressed as a percentage - planed/sanded timber volume/initial timber volume x 100
  - maximises the value of the resource
- Records and reports** may include:
- planing or sanding requirements
  - product type
  - size
  - inspection information
  - grading and labelling outcomes
  - storage locations
  - quality outcomes
  - hazards
  - incidents
  - equipment malfunctions
- and may be:
- manual
  - a computer-based system
  - other appropriate organisational communication system
- Regrading** is the process of visually inspecting panels to re-classify quality and use after planing/sanding has taken effect
- On-site movement may include:** the use of:
- conveyor belt systems
  - track systems
  - lifting equipment, such as:

## RANGE STATEMENT

- fork lifts
- slings
- trolley jacks
- gantry cranes
- loaders

assistance with lifting, such as:

- involving two or more personnel to lift materials manually or to guide the movement of mechanical equipment

**Storage** may include:

- storage racks
- storage bays
- bins
- stacks
- pallet boxes
- modularised storage components
- temporary stacking bays (stand, frame or ground)

and may be divided into:

- standard product classification
- product designation
- size
- dimension
- stack number
- weight
- grade
- shelf life
- stock rotation position

**Disposing of** may include:

- recycling sub-standard material
- re-using sub-standard material
- redirecting sub-standard material for energy recovery

## Unit Sector(s)

Not Applicable

## **Competency field**

**Competency field**

Common Technical