



**Australian Government**

# **ICPCBF228 Produce basic rotary die cut or embossed product**

**Release: 1**

## ICPCBF228 Produce basic rotary die cut or embossed product

### Modification History

Release	Comments
Release 1	This version first released with ICP Printing and Graphic Arts Training Package Version 1.0.

### Application

This unit describes the skills and knowledge required to produce either a flat-bed die cut or embossed product and clean down the equipment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

### Unit Sector

Converting, Binding and Finishing

### Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Maintain transportation system	<p>1.1 Delivery systems are monitored and adjusted to ensure accurate and continuous operation and eliminate damage to finished product</p> <p>1.2 Substrate is added to and removed from the process according to job specifications</p>
2. Maintain basic rotary die cutting or embossing process	<p>2.1 Cutting edge and knife condition are monitored and adjusted to ensure product quality meets the approved sample standard</p> <p>2.2 Cutting pressures are monitored and adjusted to ensure product quality meets the approved sample standard</p> <p>2.3 Registration of cutting devices and knife(s) is monitored and adjusted to ensure product quality meets the approved sample standard</p> <p>2.4 Packing of cutting devices is monitored and adjusted to ensure</p>

ELEMENT	PERFORMANCE CRITERIA
	product quality meets the approved sample standard
3. Maintain production process	<p>3.1 Basic in-line printing/converting/binding/finishing process(es) are monitored and adjusted to ensure product quality meets the approved sample standard</p> <p>3.2 Production process is operated in association with fellow workers and according to enterprise procedures and planned daily schedule</p> <p>3.3 Production is maintained according to work health and safety (WHS) requirements, manufacturer's specifications and enterprise procedures</p> <p>3.4 Manual and/or automatic control is used according to job specifications</p> <p>3.5 Performance is monitored and verified using the process control system according to enterprise procedures</p> <p>3.6 Production difficulties are anticipated and preventive action is taken to prevent occurrence by timely intervention</p> <p>3.7 Process adjustments to eliminate problems are reported according to enterprise procedures</p> <p>3.8 Faulty performance of equipment is identified and reported according to enterprise procedures</p> <p>3.9 Waste is sorted according to enterprise procedures</p>
4. Identify and rectify problems and faults	<p>4.1 Problems in cutting (rotary) machine are identified and reported according to enterprise procedures</p> <p>4.2 Adjustments or corrections are carried out according to specified procedures and are consistent with operator's skill level</p> <p>4.3 Cutting (rotary) machine operation is checked to ensure correct operation</p> <p>4.4 Machine faults requiring repair are identified and reported to designated person according to enterprise procedures</p> <p>4.5 Repair/adjustment is verified prior to resumption of operations</p>
5. Conduct shutdown of production process	<p>5.1 Correct shutdown sequence is followed according to manufacturer's specifications and enterprise procedures</p> <p>5.2 Shutdown is conducted in association with fellow workers and in compliance with WHS requirements</p> <p>5.3 Substrate waste is removed from operating area and recycled or disposed of, where required, according to regulatory requirements and enterprise procedures</p>

ELEMENT	PERFORMANCE CRITERIA
6. Clean rotary cutting machine at end of run	6.1 Cutting devices and knife/knives are cleaned or replaced ready for next run 6.2 Cutting devices are sharpened correctly 6.3 Machine bed is cleaned ready for next run 6.4 Cutting units are disengaged and cleaned ready for next run 6.5 In-line printing/converting/binding/finishing units are cleaned ready for next run 6.6 Transport and delivery systems are disengaged and cleaned ready for next run 6.7 Production records or other documentation are accurately completed where required by enterprise procedures

## Foundation Skills

*This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.*

Skill	Performance Criteria	Description
Reading	3.3, 3.4, 5.1	<ul style="list-style-type: none"> <li>Recognises and interprets texts to establish job requirements from information contained within relevant procedures and specifications</li> </ul>
Writing	5.7, 5.8, 4.1, 4.4, 6.8	<ul style="list-style-type: none"> <li>Enters routine data associated with production processes and enterprise procedures</li> </ul>
Oral Communication	3.2, 3.7, 3.8, 4.1, 4.4, 5.2	<ul style="list-style-type: none"> <li>Speaks clearly using appropriate vocabulary, tone and pace to report faults and discrepancies to supervisors or discuss job requirements with colleagues</li> </ul>
Navigate the world of work	2.1-2.4, 3.1-3.3, 3.5, 3.7-3.9, 4.1-4.4, 5.1-5.3, 6.1-6.8	<ul style="list-style-type: none"> <li>Complies with legislative requirements and follows organisational policies and procedures relevant to own role, particularly with regard to safe operation of machinery and equipment</li> </ul>
Interact with others	3.2, 3.7, 3.8, 4.1, 4.4, 5.2	<ul style="list-style-type: none"> <li>Cooperates with others as part of familiar routine activities, and contributes to specific activities requiring joint responsibility and accountability</li> <li>Follows accepted practices and protocols for reporting issues to supervisors</li> </ul>
Get the work	1.1, 1.2, 2.1-2.4, 3.2-3.6, 3.9, 4.1-4.3,	<ul style="list-style-type: none"> <li>Determines priorities and sequences steps involved in clearly defined, familiar tasks</li> </ul>

done	4.5, 5.1, 5.3	<ul style="list-style-type: none"> <li>Recognises and anticipates an increasing range of familiar problems, their symptoms and causes; actively looking for early warning signs and implementing contingency plans</li> <li>Follows routine procedures for using digital technology by reading data from electronic monitoring and control systems</li> </ul>
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## Range of Conditions

*This section specifies different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.*

Delivery systems MUST include EITHER:	<ul style="list-style-type: none"> <li>reel</li> </ul> OR <ul style="list-style-type: none"> <li>sheet</li> </ul>
Monitoring and adjusting MUST include EITHER:	<ul style="list-style-type: none"> <li>reel stand and rewind reel</li> <li>web control system</li> <li>sheeting section</li> </ul> OR <ul style="list-style-type: none"> <li>feeder and delivery system</li> <li>sheet pick-up system</li> <li>transfer system</li> </ul>

## Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICPCBF228 Produce basic rotary die cut or embossed product	ICPCF228C Produce basic rotary die cut or embossed product	Updated to meet Standards for Training Packages	Equivalent unit

## **Links**

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a74b7a0f-a253-47e3-8be0-5d426e24131d>