



Australian Government

Department of Education, Employment and Workplace Relations

ICPCF281C Set up machine for basic laminating

Revision Number: 1

ICPCF281C Set up machine for basic laminating

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit describes the performance outcomes, skills and knowledge required to set up a machine for a range of laminating processes including laminating reel to reel, sheet to reel and reel to sheet.
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Application of the Unit

Application of the unit	This unit requires the individual to set up a machine for a range of laminating processes.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

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 job	1.1.Job specifications are read and interpreted from job documentation or production control system 1.2.Set-up is carried out correctly in minimum time with minimum wastage 1.3.Availability of all job related components is checked
2. Set up reel system	2.1.Unwind and rewind reels are set up and adjusted according to job specifications 2.2.Webbing procedures are carried out according to job specifications 2.3.Web control system is set up and adjusted according to job specifications 2.4.Reels are spliced/joined according to job specifications 2.5.Sheeter is set up and adjusted according to job specifications
3. Set up sheet system (IF RELEVANT)	3.1.Feeder is set up and adjusted according to job specifications 3.2. <i>Sheet</i> /section pick-up and transportation system is set up and adjusted according to job specifications, if relevant 3.3.Transfer systems are set up and adjusted according to job specifications, if relevant
4. Set up laminating machine	4.1.Application system cylinder is set up and adjusted according to job specifications 4.2. <i>Adhesive</i> application system is set up and adjusted according to job specifications 4.3.Binding pressures are set and adjusted according to job specifications 4.4.Drying system is set up and adjusted according to job specifications
5. Set up in-line units	5.1.Minor <i>in-line</i> printing/converting/binding units are set up for basic processes and adjusted according to machine requirements and job specifications 5.2.Assistance is given in set up of major in-line printing/converting/binding units (NOTE: if entire set up is completed, refer to appropriate competency standards)
6. Conduct sample run	6.1.Raw material to be used for sample is organised correctly

ELEMENT	PERFORMANCE CRITERIA
	<p>6.2. Machine is set up and operated to produce a specified sample according to OHS requirements, manufacturer's specifications and enterprise procedures</p> <p>6.3. Sample is visually inspected and/or tested or laboratory testing is organised according to enterprise procedures</p> <p>6.4. Results are interpreted to determine adjustment requirements</p> <p>6.5. Adjustment changes are carried out according to product and machine specifications</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- OHS in relation to operating machinery
- communication skills when organising laboratory testing of samples and completing production records and other documentation
- planning and organising a sample run
- teamwork when assisting with the set up of major in-line units
- using technology to adjust the sheeter as required by the job specifications
- identifying problems and developing solutions when interpreting test results and determining adjustment requirements

Required knowledge

- information concerning laminating requirements that you would expect to find in the job documentation or production control system
- OHS areas that must be addressed when setting up these areas of the machine
- explain three problem areas likely to be encountered setting up the sheeter
- problems encountered when fitting supply films to mandrels
- factors that determine the setting of the binding pressures
- problems that can be encountered when the machine is in operation
- OHS areas that must be addressed when setting up these areas of the machine
- in-line units are available for the laminating process
- OHS factors to be considered before readjusting the machine
- quality aspects that should be considered in a completed laminating job
- location of machine manuals, safety and other documentation relevant to this task and information included in these documents

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

Evidence of the following is essential:

- correctly set up machines for a range of laminating processes according to job specifications and within the production timeframe
- demonstrate an ability to find and use information relevant to the task from a variety of information sources
- demonstrate all safety devices on the machine
- set up laminating machine to complete TWO or more ply laminating jobs on different substrates and of different sizes (if possible including one in-line process) in minimum time, according to manufacturer's and job specifications, enterprise procedures and the listed Performance Criteria
- demonstrate use of computerised control, monitoring and data entry systems if available and appropriate.

Context of and specific resources for assessment

Assessment must ensure:

- assessment may take place on the job, off the job or a combination of these
- off the job assessment must be undertaken in a closely simulated workplace environment.

Method of assessment

The following assessment method is appropriate for this unit:

- direct questioning combined with review of portfolios of evidence and third party workplace reports of on-the-job performance by the candidate
- observation of practical tasks.

Guidance information for assessment

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:

- ICPCF220C Produce basic converted or finished product
- ICPSU201C Prepare, load and unload reels and cores on and off machine

EVIDENCE GUIDE

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| | <ul style="list-style-type: none"> • ICPSU207C Prepare machine for operation (basic). |
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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.

<i>Sheet size</i> may include:	<ul style="list-style-type: none"> • where sheets are being laminated, this unit only applies when sheets are at least A4.
<i>Adhesives</i> may include:	<ul style="list-style-type: none"> • range of single or two-component adhesives used in laminating.
<i>In-line processes</i> may include:	<ul style="list-style-type: none"> • minor processes that are integral to this competency can include basic in-line operations such as perforating, numbering, date coding, slitting that do not in themselves constitute another defined unit of competency. Where a major in-line process is defined as a separate competency (eg flat-bed cutting, folding) it should be assessed as such.
<i>Laminating process</i> may include:	<ul style="list-style-type: none"> • moisture, chemical and thermal cured, and extrusion process.
<i>Substrate types</i> may include:	<ul style="list-style-type: none"> • range of absorbent and non-absorbent, transparent and non-transparent substrates within the major categories of paper, board, corrugated board, plastics and metals.
<i>Substrate handling</i> may include:	<ul style="list-style-type: none"> • wide and narrow reel and large and small sheet handling systems.

Unit Sector(s)

Unit sector	
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Competency field

Competency field	Converting, Binding and Finishing
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Co-requisite units

Co-requisite units		