



Australian Government

Department of Education, Employment and Workplace Relations

ICPCF282C Produce basic laminated product

Revision Number: 1

ICPCF282C Produce basic laminated product

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit describes the performance outcomes, skills and knowledge required to produce basic laminated product.
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Application of the Unit

Application of the unit	This unit requires the individual to monitor and adjust machinery, maintain transportation of the substrate, identify and rectify faults, and correctly clean and shut down equipment.
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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

<p>Elements describe the essential outcomes of a unit of competency.</p>	<p>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.</p>
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Maintain reel transportation system	1.1. Reel stand is monitored and adjusted to ensure efficient continuous operation 1.2. Web control system is monitored and adjusted to ensure correct tension and accurate continuous positioning of the web for efficient operation 1.3. Substrate is added to the process according to job specifications 1.4. Reel rewind section is monitored and adjusted to maintain correct tension and to ensure no marks, blemishes or damage to finished product 1.5. Substrate is removed from process according to job specifications 1.6. Sheeting section is monitored and adjusted to ensure quality and efficient product delivery
2. Maintain basic laminating process	2.1. Registration of laminating is monitored and adjusted to ensure quality of product meets the standard of the approved sample 2.2. Pressures are monitored and adjusted to ensure quality of product meets the standard of the approved sample 2.3. Adhesion is monitored and adjusted to ensure quality of product meets the standard of the approved sample
3. Maintain production process	3.1. Basic in-line printing/coating/converting/binding/finishing process(es) are monitored and adjusted to ensure the quality of product meets the standard of the approved sample 3.2. Production process is operated in association with fellow workers and according to enterprise procedures and planned daily schedule 3.3. Production is maintained according to OHS requirements, manufacturer's specifications and enterprise procedures 3.4. Manual and/or automatic control is used according to job specifications 3.5. Performance is monitored and verified using the process control system according to enterprise procedures 3.6. Production difficulties are anticipated and preventive action is taken to prevent occurrence by timely intervention

ELEMENT	PERFORMANCE CRITERIA
	3.7. Waste is sorted according to enterprise procedures
4. Identify and rectify problems and faults	4.1. Problems in laminating machine are identified and reported according to enterprise procedures 4.2. Adjustments or corrections are carried out according to specified procedures and are consistent with operator's skill level 4.3. Laminating machine operation is checked to ensure correct operation 4.4. Process adjustments to eliminate problems are reported according to enterprise procedures 4.5. Faulty performance of equipment is identified and reported according to enterprise procedures
5. Conduct shutdown of production process	5.1. Correct shutdown sequence is followed according to manufacturer's specifications and enterprise procedures 5.2. Shutdown is conducted in association with fellow workers and in compliance with OHS requirements 5.3. Substrate waste is removed from operating area and recycled or disposed of, where required, according to regulatory requirements and enterprise procedures 5.4. Machine faults requiring repair are identified and reported to designated person according to enterprise procedures 5.5. Repair/adjustment is verified prior to resumption of operations
6. Clean laminating machine at end of run	6.1. Laminating machine is disengaged and cleaned ready for next run 6.2. <i>Adhesive</i> system is washed up ready for next run and liquid waste is disposed of according to regulatory requirements and enterprise procedures 6.3. In-line printing/coating/converting/binding/finishing units are cleaned ready for next run 6.4. Reel feed, transportation and delivery systems are disengaged and cleaned ready for next run 6.5. Production records or other documentation are accurately completed where required by enterprise procedures

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 monitoring and verifying performance using process control systems
- planning and organising the correct shutdown sequence
- teamwork when conducting shutdown with fellow workers
- using technology to adjusting machinery to improve performance
- identifying problems and developing solutions

Required knowledge

- OHS factors that must be considered when operating web machine transport and delivery systems
- areas of the reel stand that should be monitored to ensure trouble-free operation
- checks needed when substrate is removed from the machine
- OHS factors that must be considered when maintaining the laminating and in-line processes
- assuring registration of laminating
- areas of the in-line processes that should be monitored to ensure a quality product
- laminating problems that may occur during the operation of the machine?
- adjustments or correction procedures that may need to be made to ensure accurate operation of the process
- important tasks that must be performed to correctly shut down the machine
- areas of the machine that need regular cleaning
- materials that need to be cleaned from the machine
- keeping the machine clear of surface rust (condensation)
- quality aspects that should be considered in a completed laminated job
- alterations needed to production to meet client requirements
- machine manuals, safety and other documentation that are relevant to this task and where they are kept and information that is included in these documents

Evidence Guide

EVIDENCE GUIDE	
<p>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.</p>	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	<p>Evidence of the following is essential:</p> <ul style="list-style-type: none"> • produce a basic laminated product that meets job specifications, production timeframes and quality standards • demonstrate an ability to find and use information relevant to the task from a variety of information sources • operate laminating machine to complete TWO two-ply jobs on different substrates and of different sizes (if possible including one in-line process) 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	<p>Assessment must ensure:</p> <ul style="list-style-type: none"> • assessment may take place on the job, off the job or a combination of these • off the job must be undertaken in a closely simulated workplace environment.
Method of assessment	<p>A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:</p> <ul style="list-style-type: none"> • direct questioning combined with review of portfolios of evidence and third party workplace reports of on-the-job performance by the candidate.
Guidance information for assessment	<p>Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:</p> <ul style="list-style-type: none"> • ICPCF281C Set up machine for basic laminating • ICPSU201C Prepare, load and unload reels and cores on and off machine • ICPSU208C Operate and monitor machines (basic).

Range Statement

RANGE STATEMENT	
<p>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.</p>	
<i>Substrate handling</i> may include:	<ul style="list-style-type: none"> • wide and narrow reel handling systems.
<i>Adhesives</i> may include:	<ul style="list-style-type: none"> • range of single or two component adhesives used in basic laminating.
<i>In-line process</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, 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>Laminating units</i> may include:	<ul style="list-style-type: none"> • range of manual, semi-automated, fully automated and computerised process control.
<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, plastics and metals.

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		