



Australian Government

Department of Education, Employment and Workplace Relations

ICPCF399C Set up in-line tube making machine for sack or bag manufacture

Revision Number: 1

ICPCF399C Set up in-line tube making machine for sack or bag manufacture

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit describes the performance outcomes, skills and knowledge required to set up in-line tube making machines for the manufacture of sacks or bags.
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Application of the Unit

Application of the unit	This unit requires the individual to set up in-line tube making machines for the manufacture of sacks or bags with minimum downtime.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	ICPCF298C Run and monitor sack and bag machines	

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. Set up and adjust units	<p>1.1. Job specifications are obtained and read and tools are available for set up</p> <p>1.2. Draw rollers are positioned correctly and pressures calibrated</p> <p>1.3. Gears are changed and correctly set up</p> <p>1.4. Knife assembly for guillotining and serration measurements are set and accurate timing assigned</p> <p>1.5. Nip roller position, timing and pressures are set</p> <p>1.6. Pre-creaser blades are positioned in relation to one another and angular timing fixed</p> <p>1.7. Centre grippers are correct in size, pressures and positioning</p> <p>1.8. Vacuum holes are correctly positioned and timed</p>
2. Prepare materials for manufacturing process	<p>2.1. Substrate reels are positioned in correct unwind direction and in the correct order and web position, tension and web aligner are set up</p> <p>2.2. Reels are loaded according to OHS requirements, manufacturer's specifications and enterprise procedures</p> <p>2.3. Adhesives are appropriate for the substrate, the application process and the machine</p> <p>2.4. Correct procedures for the control of materials are followed</p>
3. Check set up	<p>3.1. Work area is safe and ready for production according to safety requirements</p> <p>3.2. All details required for the job are checked again and confirmed against job specifications</p> <p>3.3. Settings are checked against specifications before production is commenced</p> <p>3.4. Machine is stepped to ensure the scores and folds are in the correct position and paper tension is corrected/adjusted</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- OHS when ensuring that the work area is safe and ready for production according to safety requirements
- communication skills when checking and confirming all details required for the job against the job specifications
- planning and organising when checking settings against job specifications before production is commenced
- teamwork when maintaining the production process in association with other staff
- applying mathematical ideas and techniques when ensuring the centre grippers are correct in size and positioning
- using technology when using an in-line tube making machine for the manufacture of sacks or bags
- problem solving when stepping the machine to ensure the scores and folds are in the correct position and the paper tension correct

Required knowledge

- common faults associated with folder gluer machines, what causes them and how to correct them
- enterprise documentation procedures
- enterprise quality standards
- enterprise faults procedures

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	<p>Evidence of the following is essential:</p> <ul style="list-style-type: none"> • set up in-line tube making machines for the manufacture of sacks or bags with minimum downtime • evidence for assessment may be gathered from assessment of the unit of competency alone or through an integrated assessment activity.
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 both of theses. Off the job assessment must be undertaken in a closely simulated workplace environment • access to in-line scoring, folding, and gluing machinery used in the manufacture of sacks and bags.
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	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended

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>Job specifications</i> may include:	<ul style="list-style-type: none"> • job sheets, batch processing orders, job specs.
<i>Substrate types</i> may include:	<ul style="list-style-type: none"> • range of substrates within the major categories of paper, pressure sensitive material, board, plastics and related films.
<i>Correct materials</i> may include:	<ul style="list-style-type: none"> • glues, papers, coated and uncoated, pre-printed.
<i>Stepped</i> may include:	<ul style="list-style-type: none"> • inched, jogged, moved slowly through the process.

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		