



**Australian Government**

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

# **ICPSU212C Prepare coatings and adhesives**

**Revision Number: 1**

## ICPSU212C Prepare coatings and adhesives

### Modification History

Not applicable.

### Unit Descriptor

<b>Unit descriptor</b>	This unit describes the performance outcomes, skills and knowledge required to prepare coatings and adhesives.
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### Application of the Unit

<b>Application of the unit</b>	This unit requires the individual to prepare coatings and adhesives to match the job specifications.
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### Licensing/Regulatory Information

Not applicable.

### Pre-Requisites

<b>Prerequisite units</b>		

### Employability Skills Information

<b>Employability skills</b>	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. Select coatings, adhesives and additives	<p>1.1. <b><i>Coatings</i></b>, adhesives and additives are selected according to job specifications</p> <p>1.2. <b><i>Quality</i></b> and suitability of coatings, adhesives and additives are checked and appropriate action is taken</p> <p>1.3. Coatings, adhesives and additives are selected according to suitability of <b><i>substrate</i></b>, physical and chemical properties and performance</p>
2. Prepare coatings, adhesives and additives	<p>2.1. Coatings, adhesives and additives are prepared according to OHS requirements and manufacturer's/supplier's instructions with suitable precautions to minimise waste</p> <p>2.2. Correct weight/volume of coatings, adhesives and additives are mixed and prepared to match the job specification and the process to be used</p> <p>2.3. Formulation of the coatings, adhesives and additives is appropriately recorded</p>
3. Store and handle coatings, adhesives and additives	<p>3.1. Coatings, adhesives and additives are appropriately stored, handled and labelled according to manufacturer's/supplier's instructions to prevent damage and hazards to personnel</p> <p>3.2. Coatings, adhesives and additives are stored and used in a manner that ensures use before use-by dates</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 such as safely switching off machinery before cleaning is started
- communication of ideas and information by labelling coatings, adhesives and additives
- collecting, analysing and organising information by accessing and using MSDSs and other data sources on coatings and adhesives to ensure safe and efficient production
- planning and organising activities by selecting coatings and adhesives required prior to preparation
- teamwork when maintaining the production process in association with other staff
- mathematical ideas and techniques by calculating weights, volumes and formulations
- problem-solving skills by checking quality and suitability of coatings and taking appropriate action if problems arise
- use of technology by using manual and electronic measuring equipment

#### Required knowledge

- selecting coatings/adhesives to match process and job requirements
- suitability of the coatings/adhesives determined for the particular process
- characteristics of the coatings/adhesives matched to the job/substrate
- adhering coatings/adhesives to the substrate
- preparing coatings/adhesives
- OHS concerns related to the preparation of coatings/adhesives
- correct handling procedures
- details that are required in order to calculate quantities of coatings/adhesives
- details that are required to record the formulation of coatings/adhesives
- storage, handling and labelling of coatings/adhesives
- OHS concerns related to the storage and handling of coatings/adhesives
- environmental conditions that are relevant to the storage of coatings/adhesives
- conventions that should be adhered to when labelling coatings/adhesives
- manuals, safety and other documentation that are relevant to this task and where are they kept and information that is 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 ability to:

- prepare coatings and adhesives according to job specifications
- demonstrate an ability to find and use information relevant to the task from a variety of information sources
- prepare TWO different coatings or adhesives for specific end-use requirements to meet job and workplace specifications and the listed Performance Criteria
- 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

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
- coatings, adhesives and substrates.

#### Method of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are 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.

#### Guidance information for assessment

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

## 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 in the Performance Criteria is detailed below..	
<i>Coatings</i> may include:	<ul style="list-style-type: none"> <li>range of coatings including wax, varnish, carbon coating, carbonless slurry; pre-mixed starch adhesives, cold and hot melt glue; and appropriate additives used in the printing industry.</li> </ul>
<i>Quality standards</i> may include:	<ul style="list-style-type: none"> <li>should meet client requirements and enterprise and industry standards.</li> </ul>
<i>Substrate types</i> may include:	<ul style="list-style-type: none"> <li>range of substrates within the major categories of paper, pressure sensitive material, board, corrugated board, plastics and related films, or metal.</li> </ul>
<i>Colour matching systems</i> may include:	<ul style="list-style-type: none"> <li>commonly used matching procedures.</li> </ul>
<i>Type of equipment</i> may include:	<ul style="list-style-type: none"> <li>range of manual measuring equipment.</li> </ul>
<i>Enterprise procedures</i> may include:	<ul style="list-style-type: none"> <li>range of enterprise procedures within defined work area.</li> </ul>

## Unit Sector(s)

Unit sector	
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## Competency field

Competency field	Support
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## Co-requisite units

Co-requisite units		