



Australian Government

Department of Education, Employment and Workplace Relations

LMFFM2003B Select and apply hardware

Revision Number: 1

LMFFM2003B Select and apply hardware

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit covers the competency to select and apply hardware to new and refurbished furniture
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Application of the Unit

Application of the unit	
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	Nil	

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. Plan and prepare work	1.1. Work instructions are used to determine job requirements, including design, colour, finish process and required hardware quality 1.2. Workplace health and safety requirements, including personal protection needs, are observed throughout the work 1.3. Types of hardware are identified and selected for the work 1.4. Tools, equipment and accessories for application are identified and checked for safe and effective operation 1.5. Surfaces are cleaned and prepared to enable accurate colour matching
2. Apply and/or fit and finish	2.1. Hardware items are laid out/placed in the required design 2.2. Machinery is used in accordance with workplace procedures, including use of personal protective equipment 2.3. Joining/securing process is undertaken according to workplace procedures 2.4. Adhesives are applied according to workplace procedures and/or manufacturers' instructions 2.5. Work is checked against required quality standards
3. Finalise operation and maintain equipment	3.1. Work area is cleaned, hand and/or power tools and equipment are cleaned, maintained and stored in accordance with workplace procedures 3.2. Machinery is cleaned and left in a safe mode 3.3. Faulty and/or defective equipment is tagged and reported in accordance with workplace practices 3.4. Unused hardware is collected and stored for reuse or disposal following workplace procedures 3.5. Waste and scrap materials are dealt with following workplace procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- collect, organise and understand information related to work orders, basic plans and safety procedures
- communicate ideas and information to enable confirmation of work requirements and specifications, coordination of work with site supervisor, other workers and customers, and the reporting of work outcomes and problems
- plan and organise activities, including the preparation and layout of the worksite and the obtaining of equipment and materials to avoid any back tracking, workflow interruptions or wastage
- work with others and in a team by recognising dependencies and using cooperative approaches to optimise workflow and productivity
- use mathematical ideas and techniques to correctly complete measurements, calculate area and estimate material requirements
- use pre-checking and inspection techniques to anticipate application problems, avoid reworking and avoid wastage
- use the limited workplace technology related to the selection and application of hardware, including tools, equipment, calculators and measuring devices

Required knowledge

- types, characteristics, uses and limitations of hardware
- the interpretation of plan representation of furniture design
- the preparation of drawings/set-outs
- identification of hand and/or power tools, materials, equipment, processes and procedures
- workflow in relation to furniture production

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.

Critical Aspects of Evidence

- Interpret work order and locate relevant information
- Apply safe handling requirements for equipment, products and materials, including use of personal protective equipment
- Follow work instructions, operating procedures and inspection practices to:
 - prevent damage to goods, equipment and products
 - maintain required production output and product quality
 - minimise the risk of injury to self or others
- Select and apply each item in the range of hardware stipulated in the Range Statement
- Work effectively with others
- Modify activities to cater for variations in workplace context and environment

Resource Implications

Access to plans, hand and/or power tools, equipment, hardware materials, woodworking machinery, and a work area.

Method of Assessment

Assessment methods must confirm consistency of performance over time and in a range of workplace relevant contexts.

Assessment should be by direct observation of tasks and questioning on underpinning knowledge.

Assessment should be conducted over time and may be in conjunction with assessment of other relevant units of competency.

Context of Assessment

Assessment may occur on the job or in a workplace simulated facility with relevant process equipment, materials, work instructions and deadlines.

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.

Hardware

Hardware to be covered here is to include at a minimum hinges, handles, drawer-runners, metal drawer systems, sliding rail systems, rotating storage systems and slide-out storage systems

Unit context

- OH&S requirements include legislation, building codes, material safety management systems, hazardous substances and dangerous goods code and local safe operating procedures
- Work is carried out in accordance with legislative obligations, environmental legislation, relevant health regulations, manual handling procedures and organisation insurance requirements
- Work requires individuals to demonstrate some discretion, judgement and problem solving skills in selecting and applying hardware
- Competency may be demonstrated in workplaces involved in the manufacture of solid timber furniture, domestic furniture, commercial furniture, kitchen and bathroom cabinets and/or furniture components

Tools and equipment may include, but are not limited to:

- measuring tapes or rulers
- levelling devices
- hammers
- mallets
- squares
- bevels
- chisels
- planes
- hand saws
- power saws
- power drills/screwdrivers
- pneumatic tools

RANGE STATEMENT	
	<ul style="list-style-type: none"> • clamps • screwdrivers • pincers
Materials to be used may include but are not limited to:	<ul style="list-style-type: none"> • timber • manufactured board • hinges • hardware consumables • cleaning chemicals and materials
Personal protective equipment	Personal protective equipment is to include that prescribed under legislation, regulations and enterprise policies and practices
Information and procedures	<ul style="list-style-type: none"> • Workplace procedures relating to the use of tools and equipment • Work instructions, including job sheets, cutting lists, plans, drawings and designs • Workplace procedures relating to reporting and communication • Manufacturers' specifications and operational procedures

Unit Sector(s)

Unit sector	Furniture Making
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Competency field

Competency field	
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Co-requisite units

Co-requisite units	

Co-requisite units		