



**Australian Government**

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

# **LMFFT4002B Customise stock lines**

**Revision Number: 1**

## LMFFT4002B Customise stock lines

### Modification History

Not applicable.

### Unit Descriptor

<b>Unit descriptor</b>	This unit addresses the competency to identify and clarify requirements, analyse and select options, and to develop, implement and test the customisation processes necessary to adapt stock lines to meet the requirements of a furnishing enterprise.
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### Application of the Unit

<b>Application of the unit</b>	
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### Licensing/Regulatory Information

Not applicable.

### Pre-Requisites

<b>Prerequisite units</b>	Nil	

### 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. Assess requirements	<p>1.1. Customer/specification is consulted to determine requirements:</p> <p>1.1.1. Cost and feasibility of requirements is evaluated</p> <p>1.1.2. Development requirements are explored, taking into consideration process, material, quantity, cost and outcome requirements</p> <p>1.1.3. Codes, regulations and technical documentation are consulted to establish design limitations, where applicable</p> <p>1.1.4. Specialist expertise is consulted as required</p>
2. Propose options	<p>2.1. Options for the use and modification of stock lines are defined and proposed to the customer to determine most appropriate modifications</p> <p>2.2. Modification of stock lines is considered to take into account production, facility, ergonomic requirements, OHS and environmental factors</p>
3. Develop modifications to stock lines	<p>3.1. Modifications are developed to meet customer specifications/standards, use and all legislative or regulatory requirements</p> <p>3.2. Verification of the development is undertaken in accordance with workplace procedures</p>
4. Coordinate implementation and testing of modifications	<p>4.1. Implementation of modifications is arranged and coordinated</p> <p>4.2. Outcome is tested and assessed to establish conformance to requirements</p> <p>4.3. Variations to the design are carried out where necessary</p> <p>4.4. Documentation is prepared to meet all requirements</p>

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

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

#### Required skills

- research, collect, organise and understand information related to the customisation of stock lines, including the relevant technical, regulatory, ergonomic, environmental and safety requirements
- communicate ideas and information to enable clarification of the requirements, 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, systems and materials to avoid any backtracking, 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 dimensions, create and test customisation options, and estimate material requirements
- create and apply systematic problem solving techniques to anticipate customisation problems, avoid re-working and avoid wastage
- use the workplace technology related to the customisation, including machinery, tools and equipment, calculators and measuring devices and control systems

#### Required knowledge

- company business policies and plans, including procedures for product modification and product development
- ergonomic principles for furniture design and manufacture
- enterprise design practices and processes
- the range of company products, market, work systems and equipment
- relevant regulatory requirements, recognised standards and codes, and industry practices

## 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

- Locate, interpret and apply relevant information
- Apply safety requirements throughout the work sequence, including the use of personal protective clothing and equipment
- For a minimum of one significant stock line:
  - identify the impact of decisions in terms of commercial, environmental and safety risks
  - evaluate existing stock line designs and propose modifications
  - evaluate design and design modification performance
  - coordinate modification and testing
- Suggest improvements to stock line designs and where authorised, negotiate changes
- Work effectively with others

#### Resource Implications

Stock lines, including design, production specifications and procedures, customer requirements and access to realistic customisation options.

#### 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/or samples of work and questioning on underpinning knowledge.

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

#### Context of Assessment

Assessment may occur on the job or in a simulated workplace facility with relevant equipment, simulated 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.

<b>Unit scope</b>	<ul style="list-style-type: none"> <li>• Work involved in customisation of existing stock lines to satisfy particular site and/or customer requirements</li> <li>• Work is generally performed with little external assistance and with minimal supervision or direction. The development of modifications may require the assistance and cooperation of others</li> </ul>
<b>Unit context</b>	<ul style="list-style-type: none"> <li>• OHS requirements include legislation, building codes, material safety management systems, hazardous substances and dangerous goods codes and safe operating procedures</li> <li>• Work is carried out in accordance with legislative obligations, environmental legislation, relevant health regulations, authorised handling procedures and organisation insurance requirements</li> <li>• Work requires individuals to demonstrate conceptual and analytical ability, discretion, judgement and problem solving skills</li> </ul>
<b>Workplace environment</b>	<ul style="list-style-type: none"> <li>• The proposing of modifications to existing stock lines to satisfy customer requirements is undertaken in accordance with established enterprise procedures and practices</li> <li>• Customers may be internal or external</li> </ul>
<b>Tools and equipment may include:</b>	<ul style="list-style-type: none"> <li>• any normally used in producing/constructing/assembling the stock lines of the enterprise</li> </ul>
<b>Personal protective equipment</b>	<ul style="list-style-type: none"> <li>• that prescribed under legislation, regulations and enterprise policies and practices</li> </ul>
<b>Information and procedures</b>	<ul style="list-style-type: none"> <li>• Product drawings, prototype, design brief, patterns, specifications and/or specifications</li> <li>• Machine manufacturers' specifications and operational procedures</li> <li>• Workplace instructions, including, job sheets,</li> </ul>

**RANGE STATEMENT**

	<ul style="list-style-type: none"><li>plans, drawings and designs</li><li>• Workplace procedures relating to reporting and communicating</li><li>• Quality and Australian standards and procedures</li></ul>
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**Unit Sector(s)**

<b>Unit sector</b>	Furnishing Tech
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**Competency field**

<b>Competency field</b>	
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**Co-requisite units**

<b>Co-requisite units</b>		