



Australian Government

Department of Education, Employment and Workplace Relations

LMFFT5003B Manage installation and commissioning of equipment

Revision Number: 1

LMFFT5003B Manage installation and commissioning of equipment

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit covers the competency to plan and manage the installation and commissioning of equipment in a manner which minimises disruption and facilitates continuing optimum production outcomes.
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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. Prepare work	1.1. Items to be included in work plan and specification document are identified and confirmed 1.2. Legal, environmental and OHS requirements related to installation and commissioning of equipment/systems are identified 1.3. Work plan for installation and commissioning of equipment/systems is drawn up, including management and reporting procedures 1.4. Specification document is prepared according to workplace and/or manufacturer procedures
2. Coordinate and monitor installation arrangements	2.1. Arrangements for the installation and commissioning of equipment, including necessary legal, insurance and safety requirements are coordinated in accordance with workplace and/or legislative procedures 2.2. Contract arrangements for the installation and commissioning of equipment/systems are coordinated in accordance with workplace procedures 2.3. Installation process, including testing, is monitored to ensure compliance with contractual requirements 2.4. Variations are dealt with to ensure installation meets specification requirements
3. Manage installation schedules and budgets	3.1. Installation process is monitored to ensure compliance with installation specifications, schedule and budget 3.2. Scheduling and budgeting processes are adjusted where variations or alternative plans are indicated 3.3. Deviations are documented and reported
4. Administer legal, environmental and occupational health and safety requirements	4.1. Formal processes of the organisation are used to document the administration of regulatory requirements 4.2. Legal, environmental and OHS requirements related to installation and commissioning of equipment/systems are defined 4.3. Monitoring of the process is carried out to ensure compliance with legal, environmental and occupational health and safety requirements related to installation and commissioning of equipment/systems

ELEMENT	PERFORMANCE CRITERIA
5. Conduct trials to confirm operating status of equipment	<p>5.1. Machine operations are evaluated in a trial run and results confirmed against requirements</p> <p>5.2. Machines are adjusted to achieve performance outcome specifications</p> <p>5.3. Employee duties are communicated to match equipment operating requirements</p> <p>5.4. Maintenance documentation is completed and processed</p> <p>5.5. Process and machine specification documentation is completed and appropriate records maintained</p>
6. Assess and report on completion of installation	<p>6.1. Completed work is assessed to confirm required specifications have been met</p> <p>6.2. Report on work completed is prepared in accordance with enterprise procedures</p>

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 the installation and commissioning, including the relevant technical, regulatory, environmental and safety requirements
- communicate ideas and information to enable clarification of the requirements, coordination of work with managers, supervisors, 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 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 dimensions and estimate material requirements
- create and apply systematic problem solving techniques to anticipate installation and commissioning problems, avoid re-working and wastage
- use the workplace technology related to installation and commissioning, including machinery, tools and equipment, calculators and measuring devices and computing/computer-aided systems

Required knowledge

- risk management process
- requirements for installation and commissioning of equipment
- extent of responsibility for each stage of the process
- company business policies and plans, including procedures for equipment installation
- company products, market, work systems and equipment
- legislative requirements of the work activities

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
- Manage the installation and commissioning of a significant equipment within a production or simulated production environment, including the following tasks:
 - identify the impact of decisions in terms of commercial, environmental and safety risks
 - plan and arrange equipment installation and commissioning
 - lead others and work effectively to arrange for installation and commissioning of equipment
 - allocate tasks considering:
 - competency requirements for the work
 - requirements of workplace operating procedures
 - complete post installation trials and evaluation
- Work effectively with others

Resource implications

Equipment for installation, installation and commissioning service providers.

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 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.

Unit scope	<ul style="list-style-type: none"> • This unit applies to the planning and management of equipment installation and commissioning in the furnishing industry • The installation and commissioning may follow an established process or it may require a unique process to cover a one-off situation • The work may involve a multi-disciplinary group, including those with specific regulatory authority for aspects of the work
Unit context	<ul style="list-style-type: none"> • OHS requirements include legislation, building codes, material safety management systems, hazardous substances and dangerous goods codes and safe operating procedures • Work is carried out in accordance with legislative obligations, environmental legislation, relevant health regulations, authorised handling procedures and organisation insurance requirements • Work requires individuals to demonstrate organisational ability, discretion, judgement and problem solving skills
Workplace environment	<ul style="list-style-type: none"> • Work is generally performed within a team or group environment, but may be on a one-to-one basis with a client or client group • Work is performed with minimal supervision and direction • Customers or suppliers may be internal or external
Machines/equipment may include:	<ul style="list-style-type: none"> • any machine typically used in the furnishing industry • microprocessor or computer-controlled machines • both production and facility equipment used in the enterprise

RANGE STATEMENT	
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"> • Work procedures/instructions • Manufacturer specifications and instructions • Standard forms of workplace process and procedure • Organisation work specifications and requirements • Legislation/regulations/national and industry codes and practices relevant to the product • Quality and Australian standards and procedures

Unit Sector(s)

Unit sector	Furnishing Technology
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Competency field

Competency field	
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Co-requisite units

Co-requisite units		