



Australian Government

Department of Education, Employment and Workplace Relations

LMFSF2009B Construct padded pelmets

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit covers the competency to cut, prepare and assemble timber components, attach padding, fabric and trims to pelmets.
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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. Identify pelmet and padding materials to be used	1.1. Type of pelmet to be padded is identified 1.2. Components of the pelmet requiring padding and specifications for the work are identified from work instructions 1.3. Quality and quantity requirements are identified
2. Prepare for work	2.1. OHS requirements, including ergonomic criteria and personal protection needs, are observed throughout the work 2.2. Required tools and materials to complete the work are sourced, collected and checked for suitability 2.3. Fixing devices or adhesives are selected in line with specifications or type of padding and headboard 2.4. Required personal protection equipment is located 2.5. Work is planned to conform to quality requirements, minimise time, and economically use materials 2.6. Procedures are identified for checking the quality of the work
3. Cut timber and pad pelmet	3.1. Timber components are measured and cut to required specifications 3.2. Padding and other materials are laid out, components are assembled and attached using appropriate fastenings, tools and equipment 3.3. Tools and equipment are operated in compliance with workplace procedures and OHS requirements 3.4. Work is monitored to ensure quality of product, including correct finish, operation of any moving parts, and number and fitting of fasteners/brackets 3.5. Problems occurring during work operations are identified and reported following workplace procedures 3.6. Waste quantities are minimised, and reusable materials are collected and stored following workplace procedures 3.7. Routine maintenance of tools and equipment is carried out according to workplace and manufacturers' instructions 3.8. Waste is removed and work area is cleaned following workplace procedures
4. Prepare pelmet for next process	4.1. Completed pelmets are packaged following work requirements

ELEMENT	PERFORMANCE CRITERIA
	4.2. The package is secured, labelled and stored according to workplace procedures 4.3. Appropriate documentation is completed

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, avoid waste and estimate material requirements
- use pre-checking and inspection techniques to anticipate construction problems, avoid re-working and wastage
- use workplace technology related to the construction tasks, including tools, equipment, calculators and measuring devices

Required knowledge

- workplace standards and procedures related to the making up of padded pelmets
- identification of equipment, materials, processes and procedures
- operation of tools and equipment used in the padding process

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

- Apply safe handling practices for equipment, products and materials
- Interpret work order and locate and apply relevant information
- Select and make up appropriate timber frame
- Select and attach appropriate padding, fabric and trims
- Construct at least three different types of padded pelmets
- Follow work instructions, operating procedures and inspection practices to:
 - minimise the risk of injury to self and others
 - prevent damage to goods, equipment and products
 - maintain required production output and product quality
- Work effectively with others
- Modify activities to cater for variations in workplace contexts and environment

Resource implications

Pelmets, padding materials, tools and equipment, appropriate quality specifications and work instructions.

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 will generally 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	This unit covers work involved in the attachment of padding, fabric and trimming to pelmets and where necessary, the packaging, labelling and storing of products
Unit context	<ul style="list-style-type: none"> • OHS requirements may include legislation, building codes, material safety management systems, hazardous and dangerous goods codes and local safe operating procedures or equivalent • Work requires individuals to demonstrate some discretion, judgement and problem solving skills in the set-up and operation of machines. This may be demonstrated either individually or in a team environment • Work is carried out in accordance with legislative obligations, environmental legislation, relevant health regulations, manual handling procedures and organisation insurance requirements
Tools and equipment may include:	<ul style="list-style-type: none"> • tapes • rulers • calculators • computers • scissors • staplers • sewing machines • hammers • staple guns • jigsaws • drop saws
Materials to be used may include:	<ul style="list-style-type: none"> • curtain fabric • timber • adhesives and padding material

RANGE STATEMENT	
Padding materials include:	<ul style="list-style-type: none"> • padding • fabric • linings and trims
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"> • Machine manufacturer specifications and operational procedures • Workplace procedures relating to the setting and operation of machinery • Work instructions, including job sheets, plans, drawings and designs • Workplace procedures relating to reporting and communication

Unit Sector(s)

Unit sector	Soft Furnishing
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Competency field

Competency field	
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Co-requisite units

Co-requisite units		