



Australian Government

Department of Education, Employment and Workplace Relations

LMFSF3002B Use automated curtain pleating equipment

Revision Number: 1

LMFSF3002B Use automated curtain pleating equipment

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit covers the competency to use automated pleating equipment to construct curtain headings.
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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 automated curtain pleating equipment controls and work procedures	1.1. Location and function of the equipment, including, equipment condition, components and controls are identified 1.2. Work procedures and documentation are checked to identify that settings are within approved operating range 1.3. Inspection procedure for quality requirements for hemmed and seamed curtain drops is identified 1.4. Heading type is recognised to identify personal work requirements for measuring, calculating, folding and finishing 1.5. The process for obtaining materials and moving products to the next process is identified
2. Prepare for work	2.1. Work order requirements are identified 2.2. OHS requirements, including ergonomic criteria and personal protection needs, are observed throughout the work 2.3. Tools, equipment and materials are selected and checked prior to use to ensure that they are appropriate for the work, serviceable and in a safe condition 2.4. Work sequence is planned to suit job 2.5. Equipment on/off switches and guards are identified 2.6. Pleated width for the curtain order is calculated 2.7. Adjustments to equipment settings to match work order heading requirements and finished curtain width are made following workplace approved procedures 2.8. Any required supplementary equipment is identified for routine cleaning, lubrication and adjustments
3. Operate automated curtain pleating equipment	3.1. Lubrications and adjustments are made to the machine 3.2. Curtains are spread on work area and clamped in the automated equipment ensuring a smooth and square alignment with the machine guides 3.3. Curtain pleating is completed, monitoring equipment conditions and drape quality 3.4. Finished width of each curtain drop is measured and checked against work order and pleat size is adjusted where required

ELEMENT	PERFORMANCE CRITERIA
	3.5. Curtain headings are stapled or clipped within required heading area 3.6. Problems are identified and reported following workplace procedures 3.7. Finished work is dispatched to next process following workplace procedures 3.8. Equipment and work area clean up are completed 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, 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 co-operative approaches to optimise workflow and productivity
- use mathematical ideas and techniques to correctly complete measurements, avoid wastage and estimate material requirements
- use pre-checking and inspection techniques to anticipate pleating problems, avoid re-working and wastage
- use workplace technology related to pleating tasks, including tools, equipment and power supply systems

Required knowledge

- types, characteristics, uses and limitations of curtain pleating equipment
- characteristics of materials used and products produced
- identification of equipment adjustment points, processes and procedures
- procedure for reporting faulty products or interruptions to workflow
- workflow requirements for 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
- Set up automated curtain pleating equipment to produce the required headings
- Interpret work order and locate and apply relevant information
- Operate automated curtain pleating equipment to produce at least three different heading types
- 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
- Report process or materials faults, damaged curtains or equipment
- Modify activities to cater for variations in workplace contexts and environment

Resource implications

Automated pleating equipment, operating procedures, unpleated curtains.

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	
<p>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.</p>	
Unit scope	This unit covers work involving the set up and use of automated curtain pleating equipment following workplace operating procedures
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 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 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
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, cutting lists, 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		