



Australian Government

Department of Education, Employment and Workplace Relations

LMTGN5004A Manage installation and commissioning of equipment and systems

Revision Number: 1

LMTGN5004A Manage installation and commissioning of equipment and systems

Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit covers the skills and knowledge required to manage the installation and commissioning of equipment and systems used in a textiles, clothing and footwear (TCF) workplace.

Application of the Unit

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This unit applies to the management of the installation and commissioning of equipment and systems used in a TCF workplace where significant judgement is required in planning, technical or supervisory activities related to operations or processes. The work may involve individual and team related activities, and can include liaison with specialist technicians or contractors. Work may be conducted in a large scale production or small business situation in a TCF sector

The unit may relate to on-shore or off-shore applications; it would include all local requirements and may include establishing a new production line.

The application of this unit is according to OHS practices of the enterprise and workplace practices, which may include:

- requirements prescribed by legislation, awards, agreements and conditions of employment
- standard operating procedures
- work instructions
- oral, written and visual communication
- quality practices, including responsibility for maintenance of own work quality and contribution to quality improvement of team or section output
- housekeeping
- tasks related to environmental protection, waste disposal, pollution control and recycling

This unit requires the application of skills associated with communication to interpret specifications and technical information and prepare work-plans, budgets and contracts relating to equipment and systems. Knowledge of the technology is required to make assessments about commissioning processes and report and document information. Planning and organising, initiative and enterprise and problem solving are required to coordinate, problem solve and monitor installation processes and achievement of performance targets.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisites

Employability Skills Information

Employability Skills This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Not applicable.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Prepare work plan and specification document	<ul style="list-style-type: none">1.1 Items to be included in work plan and specification document are identified and confirmed1.2 Work plan for installation and commissioning of <i>equipment and systems</i> is drawn up, including management and reporting procedures1.3 Specification document is prepared according to workplace and/or manufacturer procedures
2 Coordinate and monitor contract arrangements	<ul style="list-style-type: none">2.1 Contract arrangements for the installation and commissioning of equipment/systems, including all legal, insurance and safety requirements, are coordinated in accordance with workplace and/or legislative procedures2.2 Contract arrangements are monitored to ensure compliance with requirements and variations dealt with according to agreed strategy
3 Manage schedules and budgets	<ul style="list-style-type: none">3.1 Information is gathered to establish adherence to schedule and budget forecasts3.2 Deviation from performance targets is monitored and corrective action taken, if and where necessary3.3 Scheduling and budgeting processes are assessed to determine whether variations or alternative plans are indicated
4 Administer legal, environmental and OHS requirements	<ul style="list-style-type: none">4.1 Legal, environmental and OHS requirements related to installation and commissioning of equipment/systems are defined4.2 Monitoring of the process is assessed to ensure compliance
5 Assess and report on work completion	<ul style="list-style-type: none">5.1 Completed work is assessed to confirm all specifications have been incorporated5.2 Report on work completed is prepared in accordance with <i>workplace practices</i>
6 Maintain records	<ul style="list-style-type: none">6.1 Records are maintained of installation and commissioning activities in accordance with workplace practices

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level

Demonstrates knowledge of:

- appropriate installation and commissioning procedures
- OHS considerations and environmental factors
- contract requirements
- safety and environmental aspects of relevant enterprise activities
- workplace practices and reporting/recording processes
- relevant regulatory requirements and codes of practice
- relevant OHS legislation, regulatory requirements and codes of practice
- carry out work in accordance with OHS practices
- hazard identification and control measures associated with managing installation and commissioning of equipment and systems

Demonstrates skills to:

- monitor contract arrangements, scheduling and budgets
- manage the application of technical skills by other personnel
- communicate effectively within the workplace, including liaising with other departments
- establish or interpret procedures, where required
- determine report requirements and present information in appropriate formats
- read, interpret and follow information on job instructions, specifications, standard operating procedures, patterns, charts, tickets, order forms and other applicable reference material
- sequence operations
- clarify and check task related information

Evidence Guide

The Evidence Guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for the Training Package.

Critical aspects of evidence to be considered

Assessment must confirm appropriate knowledge and skills to:

- develop and prepare work plan and specification documents
- organise and monitor contract arrangements
- assess scheduling and budgeting procedures
- implement legal, environmental and OHS obligations/requirements
- ensure completed work meets specifications
- maintain accurate records

Consistency in performance

Applies underpinning knowledge and skills when:

- organising work
- managing activities and personnel
- completing tasks
- identifying improvements
- applying safety precautions relevant to the task
- assessing operational capability of specified equipment used and work processes
- shows evidence of application of relevant workplace practices including:
 - hazard policies and procedures including codes of practice
 - job procedures and work instructions
 - quality procedures (where existing)
 - waste, pollution and recycling management processes
 - action taken promptly, accidents and incidents reported in accordance with statutory requirements and workplace practices
- recognises and adapts appropriately to cultural differences in the workplace, including modes of behaviour and interactions among staff and others
- work completed systematically with attention to detail without damage to goods, equipment or personnel

Resource implications

- access to real or appropriately simulated situations involving the management of the installation and commissioning of equipment and systems used in a TCF context
- this includes real or simulated work areas, materials, equipment, and information on work specifications, manufacturer's instructions, relevant safety procedures and regulations, quality standards, workplace practices and customer requirements

The Evidence Guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for the Training Package.

Context for assessment Assessment may occur on the job or in an appropriately simulated environment

Interdependent assessment This unit does not necessarily need to be assessed in conjunction with other units and can be assessed independently

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. Add any 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.

Legislative/regulatory requirements	All work must comply with relevant Federal and State or Territory legislative or regulatory requirements, organisation insurance requirements, OHS legislation, manual handling procedures and relevant health regulations.
Equipment and systems may include:	<ul style="list-style-type: none"> • microprocessor or computer control • production and facility equipment used within the enterprise
Workplace practices may include:	<ul style="list-style-type: none"> • workplace practices relating to managing installation and commissioning of equipment and systems • conditions of service, legislation and industrial agreements including workplace agreements and awards and Federal or State/Territory legislation • standard work practices • reporting verbally or in writing • oral, written or visual communication • being responsible for the maintenance of own work quality and contributing to the quality improvement of team or section output, where necessary • safety, environmental, housekeeping and quality practices as specified by machine and equipment manufacturers, regulatory authorities and the organisation
Workplace OHS practices may include:	<ul style="list-style-type: none"> • use of personal protective wear and equipment • safe materials handling practices • taking of rest breaks • ergonomic arrangement of workplaces • following marked walkways • storage of equipment • workstation housekeeping • cleaning of equipment • workers' compensation legislation

Unit Sector(s)

Sector	All
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