



Australian Government

Department of Education, Employment and Workplace Relations

LMTTF2004A Add reinforcements and attachments

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit covers the skills and knowledge required to add reinforcing materials and attachments to canvas and sail products.

Application of the Unit

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This unit applies to the addition of accessories, attachments and reinforcement. Work may be conducted in a variety of environments, such as:

- operational indoor workplaces
- operational outdoor workplaces
- hazardous or exposed conditions

Work may be conducted in small to large scale enterprises and may involve individual and team activities. Work is performed within defined procedures under direct supervision.

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 problem solving and planning and organising to identify and determine appropriate reinforcements and attachments, as well as an application of knowledge of technology used in canvas or sail making. This unit also requires the ability to interpret and complete job information, check quality and identify and communicate operational problems. Self management skills are applied to ensure workplace and quality standards are achieved.

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 Select procedures and plan the work	<p>1.1 Required accessories, attachments and reinforcements, and nature of the materials involved are ascertained from work instructions</p> <p>1.2 Appropriate procedures for adding the accessories, attachments and reinforcements are ascertained from work instructions</p> <p>1.3 Work is sequenced to maximise safety and productivity</p> <p>1.4 Workplace procedures and instructions are read and interpreted</p>
2 Prepare work area, set out work piece and prepare items to be added	<p>2.1 Safe working environment is established</p> <p>2.2 Suitable electrical power outlets are identified, if required</p> <p>2.3 Work piece is set out</p> <p>2.4 Assistance in handling the work piece is obtained, if necessary</p>
3 Select, use and store tools	<p>3.1 Appropriate hand and power tools are selected for the job</p> <p>3.2 Tools are examined for damage, missing components or other defects (including frayed power cords where applicable)</p> <p>3.3 Extension power cables are checked for knots and insulation damage</p> <p>3.4 Electrical tools are connected safely to power supply</p> <p>3.5 Safety equipment is used during tool operation in accordance with OHS practices</p> <p>3.6 Required tasks are performed using tools in accordance with OHS practices</p> <p>3.7 Tools are located in a safe position when not in use</p> <p>3.8 Tools and extension cords are cleaned and stored in accordance with industry and workplace OHS practices</p>
4 Mark out work piece for addition of required items	<p>4.1 Items to be added are obtained, checked for correct features and operation, and prepared for fitting or attachment</p> <p>4.2 Datum points are located in accordance with work instructions</p> <p>4.3 Locations of accessories, attachments, reinforcements or openings are marked out on the work piece in accordance with work instructions</p>
5 Fit accessories	<p>5.1 Items are inserted or fitted in accordance with workplace requirements, customer requirements and accepted industry practice</p> <p>5.2 Simple reinforcements, gussets and corner pieces are stitched, riveted, welded or attached by other appropriate means</p> <p>5.3 Zippers, straps, buckles, eyelets, shorteners, lugs, webbing, velcro tags are inserted or attached</p> <p>5.4 Knowledge of fitting accessories and attachment processes are applied to perform required tasks</p>

ELEMENT	PERFORMANCE CRITERIA
6 Inspect quality, labelling and documentation	6.1 Completed work is informally inspected to check that it appears to be of an acceptable standard 6.2 Rework is performed or other appropriate action arranged 6.3 Completed product is labelled or tagged and any necessary documentation completed in accordance with workplace practices
7 Clean up and maintain equipment	7.1 Work area is cleaned and tools and equipment are stored away 7.2 Maintenance which is within the province of the operator is performed 7.3 Supervisor is informed of any abnormal conditions needing maintenance or repair

Required Skills and Knowledge

This describes the essential skills and knowledge and their level required for this unit.

Demonstrates knowledge of:

- typical attachments and fastening devices used in the canvas and sail industry and some of the ways in which they may be used and fitted
- typical reinforcing devices, screening materials and clear panel materials used in the canvas and sail industry and some of the ways in which they may be used and fitted
- typical hand tools and power tools used in fitting accessories, attachments and reinforcements
- power sources such as single phase, three phase and weather protected outlets
- relevant quality standards for attachment of reinforcements and associated products
- environmental requirements of relevant industry and workplace procedures
- general housekeeping policies and procedures
- OHS practices, including hazard identification and control measures
- quality practices
- workplace practices
- recording and reporting practices

Demonstrates skills to:

- apply work instructions and established procedures
- understand basic installation information relating to attachments and reinforcing materials
- use relevant hand and power tools
- use relevant chemicals and cleaning agents and dispose of waste products
- maintain work area
- read, interpret and follow information on work specifications, , standard operating procedures and work instructions and other reference material
- maintain accurate records
- communicate within the workplace
- sequence operations
- meet specifications
- clarify and check task-related information
- carry out work according to OHS practices

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 for assessment and evidence required to demonstrate competency in this unit

Demonstrates skills and knowledge to:

- comply with all relevant safety requirements including safe use of hand and power tools and electrical equipment
- understand work orders including simple drawings and attachment instructions
- understand fitting instructions for attachment and materials
- perform preparation and simple marking out of work piece for addition of specified items
- fit specified items
- perform normal operator maintenance of work area to enable work to be conducted safely and efficiently
- document and communicate work related information including reporting of faults and other problems

Consistently applies skills and knowledge when:

- organising work
- completing tasks
- identifying improvements
- using workplace practices
- using OHS practices
- recording and reporting accidents and incidents
- assessing operational readiness of equipment used and work processes
- recognising and adapting to cultural differences in the workplace, including modes of behaviour and interactions
- completing work systematically with attention to detail without damage to goods and equipment

Context and specific resources for assessment

Assessment may occur on the job or in an appropriately simulated environment and requires access to work areas, materials and equipment, and to information on workplace practices and OHS practices.

Guidance information for assessment

This unit may be assessed independently or in combination with other relevant units.

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.
Power tools may include	<ul style="list-style-type: none">• drills• electric staple guns• pop-riveting guns
Tools may include	<ul style="list-style-type: none">• lifting and hoisting equipment• measuring equipment• spanners• pliers• screwdrivers• knives• scissors• hacksaws• hammers• files
OHS practices	<p>OHS practices must include hazard identification and control, risk assessment and implementation of risk reduction measures specific to the tasks described by this unit, and may include:</p> <ul style="list-style-type: none">• manual handling techniques• standard operating procedures• personal protective equipment• safe materials handling• taking of rest breaks• ergonomic arrangement of workplaces• following marked walkways• safe storage of equipment• housekeeping• reporting accidents and incidents• other OHS practices relevant to the job and enterprise

Unit Sector(s)

Sector Textile Fabrication