



Australian Government

MEM30015 Develop recommendations for basic set up time improvements

Release: 1

MEM30015 Develop recommendations for basic set up time improvements

Modification History

Release 1. Supersedes and is equivalent to MEM30015A Develop recommendations for basic set up time improvements.

Application

This unit of competency defines the skills and knowledge required to participate in the development of improved set-up procedures in manufacturing and engineering environments. It includes the identification of existing set-up procedures, the analysis of set-up procedures to determine opportunities for improvement and the preparation of recommendations for operational improvement. Set-up procedures may relate to an exchange of dies or tools, a change between batches or any equipment or process change required to produce a different product.

The unit applies to engineering or related activities and is suitable for people giving technical support in manufacturing or engineering operations and those pursuing technical qualifications and careers at paraprofessional or technician level. All work is carried out under supervision.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Engineering technician

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Identify existing set-up procedures	1.1 Follow standard operating procedures (SOPs) and comply with work health and safety (WHS) requirements at all times 1.2 Identify and record internal and external set-up activities 1.3 Identify and record all waiting time including clean-up activities, waiting for tools, waiting for materials, waiting for instructions, waiting

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	for approvals and operator training 1.4 Identify and record all adjustment times 1.5 Identify and record any hazards and risks from all steps in the set-up
2. Analyse set-up procedures to determine opportunities for improvement	2.1 Analyse opportunities for conversion of internal set-up activities to external set-up activities 2.2 Analyse opportunities to reduce and/or eliminate adjustment times, waiting times and any hazards and risks
3. Prepare recommendations for operational improvement	3.1 Record recommended improvements 3.2 Liaise with relevant people to validate recommendations

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Set up procedures include:	<ul style="list-style-type: none"> an exchange of dies or tools or a change between batches any quantum equipment or process change to produce a different product.
Set up activities include:	<ul style="list-style-type: none"> internal set up activities are those that can be done only when the machine or process is not actively engaged in production external set up activities are those that can be done concurrently when the machine or process is actively engaged in production.
Waiting time includes:	<ul style="list-style-type: none"> clean up activities waiting for tools waiting for materials waiting for instructions

	<ul style="list-style-type: none">• waiting for approvals.
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Unit Mapping Information

Release 1. Supersedes and is equivalent to MEM30015A Develop recommendations for basic set up time improvements.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b7050d37-5fd0-4740-8f7d-3b7a49c10bb2>