



Australian Government

MSFBA2005 Construct vertical-style blinds

Release: 1

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Modification History

Release 1 - New unit of competency

Application

This unit of competency covers constructing vertical-style blinds. It applies to a workplace environment and may be conducted in small to large scale enterprises.

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

Pre-requisite Unit

Competency Field

Unit Sector

Blinds and awnings

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

1	Establish work requirements and prepare for work	1.1	Work health and safety (WHS) requirements, legislative requirements and workplace practices are observed throughout the work
		1.2	Personal protective equipment is selected and used correctly
		1.3	Work orders are checked and confirmed
		1.4	Material is selected from stock and checked against work order
		1.5	Tools and equipment are selected and checked for safe operation
		1.6	Hardware is selected and checked against work order
2	Lay out, mark and cut materials	2.1	Correct side of materials and pattern direction are identified

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|---|----------------------|-----|--|
| | | 2.2 | Allowances for hardware, joins and hems are calculated and recorded |
| | | 2.3 | Material is laid out flat and square on a cutting table large enough to take full width of material and marked using chalk, markers or pencil |
| | | 2.4 | Cutting equipment is checked for safe operation |
| | | 2.5 | Material is cut following workplace practices |
| 3 | Construct blind | 3.1 | Headline and spline shaft is identified, selected and cut to manufacturer specifications |
| | | 3.2 | Hardware is selected for headrail and assembled to manufacturer specifications |
| | | 3.3 | Slats are finished according to workplace practices |
| | | 3.4 | Finishing hardware is attached according to work instructions |
| | | 3.5 | Child safety mechanisms required by legislation or code of practice are selected and attached |
| 4 | Apply quality checks | 4.1 | Finished blinds are checked ensuring finish and final length of blinds match work order |
| | | 4.2 | Finished blind is tested within limits of normal operation for correct operation |
| | | 4.3 | Parts of the work that do not comply with work order are repaired or re-worked |
| 5 | Complete work | 5.1 | Completed work is cleaned, protected and stored |
| | | 5.2 | Tools and equipment are cleaned, maintained and stored |
| | | 5.3 | Faulty tools and equipment are reported to appropriate personnel |
| | | 5.4 | Work area is cleaned and waste is disposed of in accordance with workplace practices and environmental legislation covering disposal of industrial waste |
| | | 5.5 | Workplace documentation is completed |

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency. Detail on appropriate performance levels for each furnishing unit of competency in reading, writing, oral communication and numeracy utilising the Australian Core Skills Framework (ACSF) are provided in the Furnishing Training Package Implementation Guide.

Range of Conditions

Specifies 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. Range is restricted to essential operating conditions and any other variables essential to the work environment.

WHS requirements include:

- Commonwealth, state or territory legislation and regulations
- organisational safety policies and procedures
- the use of personal protective equipment and clothing
- firefighting equipment
- first aid equipment
- hazard and risk control and elimination of hazardous materials and substances
- manual handling, including lifting and carrying

Legislative requirements include:

- applicable legislation from all levels of government that affect organisational operation
- award and enterprise agreements
- industrial relations
- Australian Standards
- confidentiality and privacy
- the environment
- equal employment opportunity (EEO)
- anti-discrimination
- relevant industry codes of practice
- duty of care and heritage

Workplace practices include:

- legal, organisational and site guidelines
- policies and procedures relating to own role and responsibility
- quality assurance
- procedural manuals
- quality and continuous improvement processes and standards
- emergency and evacuation
- ethical standards
- recording and reporting

	<ul style="list-style-type: none">• access and equity principles and practices• equipment use, maintenance and storage• environmental management (waste disposal, recycling and re-use guidelines)• tolerances• following manufacturer instructions
Personal protective equipment includes:	<ul style="list-style-type: none">• safety glasses/goggles• hearing protection• safety footwear• protective clothing• respiratory protection
Work orders include:	<ul style="list-style-type: none">• customer order forms• job cards• quotations for work• worksheets
Material includes:	<ul style="list-style-type: none">• polyester blend fabrics• timber• cord
Tools and equipment include:	<ul style="list-style-type: none">• spacing machine• cut off saw• link spacing tool• pliers• scissors• vane cutter
Hardware includes:	<ul style="list-style-type: none">• chain• spline shaft• motor• head rail
Manufacturer specifications include:	<ul style="list-style-type: none">• written or verbal specifications
Finished includes:	<ul style="list-style-type: none">• sewing• welding• gluing
Work instructions include:	<ul style="list-style-type: none">• instructions for the variations in construction of vertical-style blinds
Finishing hardware includes:	<ul style="list-style-type: none">• hangers• weights• chains
Appropriate personnel include:	<ul style="list-style-type: none">• assessors• trainers

- supervisor
- team leader
- maintenance officer
- manager or any other person responsible for the work activity

Waste includes:

- textiles
- metal
- timber
- hardware

Workplace**documentation includes:**

- time sheets
- customer care cards
- work orders
- reports

Unit Mapping Information

Supersedes and is equivalent to LMFBA2006A Construct vertical style blinds

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0601ab95-583a-4e93-b2d4-cfb27b03ed73>