



**Australian Government**

# **MSFBA3006 Construct pleated-style blinds**

**Release: 1**

# MSFBA3006 Construct pleated-style blinds

## Modification History

Release 1 - New unit of competency

## Application

This unit of competency covers constructing pleated-style blinds. It applies in 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 checked  |
|   |  | 1.3 | Work order requirements are checked and confirmed  |
|   |  | 1.4 | Tools and equipment are selected and checked for safe operation  |
|   |  | 1.5 | Fabric is selected from stock and checked against work order and for any flaws   |
|   |  | 1.6 | Hardware is selected and checked against work order  |

- |   |                               |     |   |
|---|-------------------------------|-----|---|
| 2 | Lay out, mark and cut fabrics | 2.1 | Correct side of fabric, naps, direction of pattern and pattern matches are identified   |
|   |                               | 2.2 | Allowances for hardware, joins and hems are calculated and recorded   |
|   |                               | 2.3 | Fabric is laid out laid out flat and square on a cutting bench large enough to take the full width of the fabric, marked using chalk, markers or pencil and cut following workplace practices |
| 3 | Construct blind               | 3.1 | Fabric is joined or trimmed to required width   |
|   |                               | 3.2 | Pleats are formed in fabric according to workplace practices  |
|   |                               | 3.3 | Cord holes are punched in fabric  |
|   |                               | 3.4 | Bottom of blind is finished according to work order   |
|   |                               | 3.5 | Head and bottom rail are cut to required length   |
|   |                               | 3.6 | Blind is assembled according to work instructions   |
|   |                               | 3.7 | Cords are cut and attached following work instructions  |
|   |                               | 3.8 | Child safety mechanisms as required by legislation or code of practice are selected and attached  |
| 4 | Make quality checks           | 4.1 | Finished blinds are checked to ensure end finishing and final length of finished blinds match work requirements   |
|   |                               | 4.2 | Finished blind is tested within limits of normal operation for correct operation and parts of the work that do not comply with work order are repaired or re-worked                           |
| 5 | Complete work                 | 5.1 | Finished work is cleaned, packaged and stored following workplace practices   |
|   |                               | 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
  - access and equity principles and practices
  - equipment use, maintenance and storage
  - environmental management (waste disposal, recycling and re-use guidelines)
  - tolerances
  - following manufacturer instructions
  - safety glasses/goggles
  - hearing protection
  - safety footwear
  - protective clothing and head wear
  - respiratory protection
- Personal protective equipment includes:**
- quotations for work
  - job cards
  - customer orders
  - specifications, including design, size, colour and quantity
- Work orders include:**
- cutting bench
  - shears
  - knives
  - cut off saws
  - sewing machines
  - needles
  - welding equipment
  - glue guns
  - heat set machines
- Tools and equipment include:**
- polyester blend
  - metalized
  - dim out
  - flame retardant
  - solar protected
- Fabric includes:**
- guide wires
  - operation mechanisms (crank and motor)
  - cord
  - trumpets
  - remote control
- Hardware includes:**
- sewing, welding or gluing
- Joining includes:**
- instructions for the construction of pleated-style blinds
- Work instructions**

**include:****Appropriate personnel include:**

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

**Waste includes:**

- textiles
- hardware
- time sheets

**Workplace****documentation includes:**

- customer care cards
- work orders
- reports

## Unit Mapping Information

Supersedes and is equivalent to LMFBA3006A Construct pleated style blinds

## Links

Companion Volume implementation guides are found in VETNet -  
<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=0601ab95-583a-4e93-b2d4-cfb27b03ed73>