



Australian Government

Assessment Requirements for MSFBA3021 Assemble louvre shutters

Release: 1

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Modification History

Release 1. No equivalent unit. Supersedes but is not equivalent to MSFBA3003 Install timber shutters.

Performance Evidence

There must be evidence the candidate has completed the tasks outlined in the elements, performance criteria, and foundation skills of this unit, which must include the ability to:

- safely and correctly assemble each of the following styles of shutters:
 - one fixed louvre shutter
 - one louvre bi-fold shutter
 - one sliding louvre shutter
 - one special-shaped louvre shutter for either a residential or commercial building, based on the template created by candidate for that purpose.

In the course of each of the above assemblies, the person must:

- interpret work order, and locate required materials, tools and equipment
- select and set up required product and components according to manufacturer specifications and workplace procedures and quality requirements
- apply safe lifting and handling procedures
- follow work instructions and safe operating procedures to:
 - minimise risk of injury to self and others
 - prevent damage to site, tools, equipment and products
 - maintain required production output and quality
 - use hand and power tools safely
 - use personal protective equipment (PPE)
- report material faults, damaged products and equipment
- use and dispose of waste sustainably
- avoid backtracking, work flow interruptions and wastage

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- features of assembly work orders and supplier instructions relating to the types of louvre shutters in the performance evidence, and how to identify and interpret key information
- work order requirements, and industry-accepted quality indicators and requirements, relating to assembly work described in performance evidence:

- key requirements of Australian standards and codes of practice for assembly
- building code requirements specific to assembly described in performance evidence
- safety considerations and potential dangers associated with incorrect assembly
- cutting patterns and sequences
- identifying work process problems and resolving within scope of own role
- operation requirements of louvre shutters in performance evidence
- emerging trends in louvre shutters, including new materials used and their associated energy ratings and fire-retardant attributes
- work health and safety (WHS) regulations, standards, procedures, and practices specific to assembly described in performance evidence:
 - controlling hazards and risks
 - eliminating hazardous materials and substances
 - using firefighting equipment, first aid equipment
 - operating lifting equipment
 - using personal protective equipment
- workplace procedures relating to:
 - communicating channels and protocols
 - manual handling, including lifting and carrying
 - safely cutting and assembling louvre shutters
 - tagging and reporting faulty tools and equipment
 - disposing of waste safely and in an environmentally sustainable manner
 - recycling and re-use guidelines
 - cleaning and storing tools and equipment
 - storing surplus unused items
 - recording and reporting assembly information
- techniques for measuring, setting up and assembling electric and manual shutter control devices:
 - electric, including radio-controlled remote devices and photocell sensor devices using 240V mains power, and 12V rechargeable solar and battery-operated control
 - manual, including winders and straps
- techniques for measuring, cutting, setting up and assembling louvre shutters described in performance evidence that:
 - conform to quality requirements
 - comply with supplier instructions and manufacturer specifications
 - maximise the appearance of the finished work
 - provide for the most economical use of materials and labour
- mathematical methods for estimating and measuring assembly materials and openings, including factoring in required tolerances
- types of common problems that occur during assembly, and how to avoid and respond
- types, characteristics, terminology, uses, maintenance and limitations of the following items required for the assembly described in performance evidence:

- shutter components and materials
- operating mechanisms required for type of shutter being assembled
- tools and equipment required to assemble shutters, and procedures for their safe use, operation and maintenance:
 - cutting tools
 - cutting bench
 - saws
- documentation requirements for assembly work described in performance evidence

Assessment Conditions

Assessment must occur in the workplace, or in a simulated environment that reflects workplace conditions and contingencies.

Access is required to tools, materials, equipment and specifications for the assembly work described in the performance evidence above, including:

- louvre shutters requiring assembly as specified in the performance evidence
- PPE applicable to job requirements
- WHS documentation specific to the assembly
- tools and equipment specified in the knowledge evidence
- workplace documentation required for assembly work, including:
 - work orders
 - workplace procedures specified in the knowledge evidence
 - supplier instructions and manufacturer specifications.

Assessors of this unit must satisfy the assessor requirements in applicable vocational education and training legislation, frameworks and/or standards

Links

Companion Volume implementation guides are found in VETNet -

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