



**Australian Government**

# **MSTCL2003 Perform basic maintenance of headwear**

**Release: 1**

## MSTCL2003 Perform basic maintenance of headwear

### Modification History

Release 1. Supersedes and is equivalent to LMTCL2018B Perform basic maintenance of headwear

### Application

This unit of competency covers the skills and knowledge to perform basic maintenance of headwear.

The unit of competency applies to activities associated with the restoration, maintenance and alteration of headwear, including cleaning or refinishing.

Work may be conducted under some supervision in small to large scale enterprises and may involve individual and team activities.

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

### Pre-requisite Unit

Nil

### Competency Field

Clothing production

### Unit Sector

Not applicable

### Elements and Performance Criteria

Elements describe the essential outcomes.

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

1	<b>Determine job requirements</b>	1.1	Follow standard operating procedures (SOPs)
		1.2	Comply with work health and safety (WHS) requirements at all times
		1.3	Use appropriate personal protective equipment (PPE) in accordance with SOPs
		1.4	Identify job requirements from specifications, drawings, job sheets or work instructions

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|---|--|-----|---|
| 2 | <b>Perform basic maintenance of headwear</b> | 2.1 | Assess condition of headwear and confirm instructions for maintenance       |
|   |  | 2.2 | Clarify instructions or specifications                                      |
|   |  | 2.3 | Develop sequence of practical steps to perform maintenance or repair        |
|   |  | 2.4 | Clean or refinish and check headwear to ensure work meets quality standards |
|   |  | 2.5 | Record and report non-conformance or faults                                 |
|   |  | 2.6 | Maintain accurate maintenance records                                       |

## Foundation Skills

This section describes those required skills (language, literacy and numeracy) 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.

- Workplace procedures include one or more of the following:**
- requirements prescribed by legislation, awards, agreements and conditions of employment
  - SOPs
  - 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
  - WHS practices

**Australian Standards include:** • the relevant industry or Australian Standards that are current at the time this unit is being undertaken

**Basic maintenance of headwear includes one or more of the following:**

- basic restoration
- basic alteration
- standard repair processes
- refinishing processes
- cleaning of headwear
- basic repairs

## Unit Mapping Information

Release 1. Supersedes and is equivalent to LMTCL2018B Perform basic maintenance of headwear

## Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a203ec5c-de7d-406b-b3e1-8f1a9b76e92e>