



Australian Government

MSTGN2021 Select, transfer and remove materials and products

Release: 1

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Modification History

Release 1. Supersedes **and is equivalent to** MSTGN2007 Select, transfer and remove materials and products.

Application

This unit of competency describes the skills and knowledge required to select, transfer and remove materials and products in support of production processes.

This unit applies to all sectors of the textiles, clothing and footwear (TCF) industry and in a variety of environments, including operational workplace activities, restricted space, and hazardous controlled or exposed conditions.

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

This unit does not cover the use of a forklift.

No licensing or certification requirements exist at the time of publication. Relevant legislation, industry standards and codes of practice within Australia must be applied.

Pre-requisite Unit

Nil

Competency Field

Generic

Elements and Performance Criteria

Elements <i>Elements describe the essential outcomes.</i>	Performance Criteria <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Determine requirements	1.1 Review work requests and confirm requirements 1.2 Organise, confirm and record tasks in accordance with workplace procedures 1.3 Select, check and correctly use required personal and other safety equipment, 1.4 Identify and organise appropriate equipment for transferring materials
2. Select materials and	2.1 Interpret documentation and identify codes and references indicating

Elements <i>Elements describe the essential outcomes.</i>	Performance Criteria <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
products	source, customer, storage location or batch 2.2 Identify and select materials or products to be loaded or unloaded 2.3 Document and report non-conforming materials and products 2.4 Update transfer and store documentation
3. Load, unload and transfer materials or products	3.1 Use suitable equipment (other than forklift) to load and unload materials according to job requirements, safe work practices and correct manual handling techniques 3.2 Transfer materials to correct destination 3.3 Apply environmental requirements and procedures in relation to waste, pollution and recycling of materials at all stages of the handling process 3.4 Maintain and clean materials, equipment and work environment in accordance with workplace procedures 3.5 Accurately complete required documentation associated with tasks

Foundation Skills

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

- Reading skills to interpret work instructions, standard operating procedures (SOPs) and product requirements
- Initiative and enterprise skills to anticipate production requirements and ensure materials are in appropriate location.

Other foundation skills essential to performance are explicit in the performance criteria of this unit.

Unit Mapping Information

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Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a203ec5c-de7d-406b-b3e1-8f1a9b76e92e>

