LMT00
Textiles, Clothing and Footwear Training Package

Volume 14 of 19
TCF Mechanic/Technician

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Textiles Clothing and Footwear Training Package LMT00 Version 3

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Before using this volume

The Textiles Clothing and Footwear Training Package comprises 19 volumes as follows:

Volume 1	General Information
Volume 2	Textile Production
Volume 3	Early Stage Wool Processing
Volume 4	Cotton Ginning
Volume 5	Textile Fabrication
Volume 6	Clothing Production
Volume 7	Millinery
Volume 8	Footwear Production
Volume 9	Footwear Repair
Volume 10	Leather Goods Production
Volume 11	Hide, Skin and Leather
Volume 12	Laundry Operations
Volume 13	Dry Cleaning Operations
Volume 14	**TCF Mechanic/Technician**
Volume 15	Diplomas
Volume 16	Generic Units
Volume 17	Medical Grade Footwear
Volume 18	Technical Textiles and Nonwovens
Volume 19	Applied Fashion Design and Technology

Users of Textiles Clothing and Footwear Training Package Version 3 will need to use Volume 1 and Volume 16 in conjunction with the sector volumes. Volume 1 contains information on Training Packages, specific details about Textiles Clothing and Footwear Training Package LMT00 Version 3, the qualifications frameworks for all sectors, a Users Guide and the Assessment Guidelines. Volume 16 contains TCF generic units.

Current version

The Textiles Clothing and Footwear Training Package is not a static document. Changes are made periodically to reflect the latest industry practices.

Before commencing any form of training or assessment, you must ensure delivery is from the *current version* of the Training Package.

To ensure you are complying with this requirement:

- Check the Print Version Number just below the copyright statement on the imprint pages or in the footer of your current Training Package.
- Access the ATP website (http://www.atpl.net.au) and check the latest Print Number.
- In cases where the Print Version Number is later than yours, the Print Version Modification History in the Training Package sample on the ATP website will indicate the changes that have been made.

The Modification History is available in Volume 1 of this Training Package as well as on the website of the developer of the Training Package: Manufacturing Skills Australia http://www.mskills.com.au.

Units of competency covered in this volume

This volume contains units of competency specific to the following qualifications:

MEM30298 Certificate III in Engineering – Mechanical Trade (TCF Mechanic)

MEM40198 Certificate IV in Engineering – Higher Engineering Trade (TCF Technician)

Units of competency that do not have LMT as part of the code have been imported from other Training Packages. A list of the units of competency imported from other Training Packages is provided in Volume 1. Current versions of these units are available from **National Training Information Service at: http://www.ntis.gov.au.**

The National Training Information Service (http://www.ntis.gov.au) also displays any changes in Units of Competency and the packaging of qualifications.

The term 'Unit of Competency' is sometimes referred to as 'unit'.

TCF Mechanic/Technician Units of Competency

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LMTPDTX-02A Organise and interpret tests

Field: Product Development

This unit encompasses the skills and knowledge associated with organising and interpreting tests associated with product development within the enterprise.

ELEMENT	PERFORMANCE CRITERIA
1. Select sample	a. Sample of material/product is confirmed b. Acceptance criteria for testing of sample is determined/confirmed
2. Organise routine tests	a. Testing requirements are confirmed against enterprise procedures b. Relevant test equipment is set up and calibration confirmed c. Tests are organised to ensure compliance with requirements
3. Perform tests	a. Material/product is tested using selected test methods in accordance with industry and enterprise standards
4. Interpret test results	a. Test results are collated and analysed in accordance with enterprise procedures b. Outcomes are interpreted against process or product requirements c. Acceptance criteria are renewed as required d. Action is taken, where required, on the test results
5. Report on tests	a. Outcomes are reported in accordance with enterprise procedures and appropriate personnel advised b. Reports/documentation are prepared and filed according to enterprise procedures

Range of Variables

VARIABLE	SCOPE
1. General context	a. Work involves workplace activities associated with organising and interpreting development related tests relating to textile production within the enterprise b. Discretion and judgement may be required, for both self and others, in planning and selecting processes, procedures or outcomes c. Work is assessed in accordance with statutory requirements, organisation insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment may include	a. Work may be conducted in a large, medium or small scale production business situation b. Work may involve individual and team related activities, and can include liaison with specialist technicians c. The tests would relate to product or process testing for viability and quality control d. The competencies may involve organising a range of testing and sampling procedures and equipment, including evenness testing, moisture content, dry fastness, fibre construction e. Test equipment includes that found in general laboratory situations, including weighing scales, rulers templates, strength testers, conditioners/dryers, single yarn testers, abrasion testers, pilling box, etc. f. Safety procedures when working with test equipment are as specified by equipment manufacturers, regulatory authorities and the enterprise g. The competencies are applied under general guidance on progress and outcomes h. Knowledge and skills are applied to a wide range of tasks and/or roles i. The competencies are used within routines, methods and procedures j. Data entry/recording may include keyboard and manual operations
3. Sources of information/documents may include	a. Work specifications b. Operating manuals c. Organisation work procedures d. Specialist technical personnel e. Quality standards and procedures
4. Workplace context may include	a. Work organisation procedures and practices relating to testing associated with the development of products and processes for production b. Conditions of service, legislation and industrial agreements including: c. b.1. workplace agreements and awards d. b.2. Federal or State/Territory legislation e. Standard work practices f. Reporting actions include verbal and written communication in accordance with organisational policies and procedures g. Communication may be oral, written or visual and can include simple data h. Being responsible for the maintenance of own work quality and being required to contribute to the quality improvement of team or section output, where necessary i. Safety, environmental, housekeeping and quality are as specified by machine/equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	a. Occupational health and safety legislation relevant to workplace activities b. Workers' compensation legislation

Evidence Guide

1. Critical aspects of evidence to be considered	a. Assessment must confirm appropriate knowledge and skills to: a.1. confirm test requirements a.2. arrange for tests to be conducted a.3. analyse test results a.4. ensure tests are conducted against specified quality standards a.5. interpret outcomes against requirements a.6. communicate effectively with design team, customers, etc a.7. maintain accurate records
2. Interdependent assessment of units	a. This unit does not need to be assessed in conjunction with other units
3. Required knowledge and skills	a. Underpinning knowledge of: a.1. the elements and principles of testing and how they can be used to assist in assessing the quality of raw materials/products in the textile industry a.2. product and process specifications a.3. raw materials and their properties a.4. safety and environmental aspects of relevant enterprise activities a.5. workplace procedures and reporting processes a.6. safety and environmental aspects of relevant enterprise activities a.7. relevant OH&S legislation and codes of practice b. Underpinning skills to: b.1. use test equipment effectively, using all relevant quality and safety procedures b.2. assemble information b.3. identify/take samples b.4. accurately record and report test outcomes b.5. analyse and interpret test data b.6. communicate effectively with individuals, work groups and supervisors b.7. interpret and apply procedures or processes b.8. document and transfer information
4. Resource implications	a. Access to real or appropriately simulated testing situations associated with the b. This includes real or simulated work areas, materials, equipment, and information on work specifications, relevant safety procedures and regulations, quality standards, organisation procedures and customer requirements
5. Consistency in performance	a. Applies underpinning knowledge and skills when: b. a.1. planning and organising work b.1. interpreting design briefs and/or customer's requirements b.2. completing tasks b.3. identifying improvements b.4. applying safety precautions relevant to the task c. Shows evidence of application of relevant workplace procedures including: c.1. hazard policies and procedures including codes of practice c.2. job procedures and work instructions c.3. quality procedures (where existing) c.4. waste, pollution and recycling management processes d. Action taken promptly, accidents and incidents reported in accordance with statutory requirements and enterprise procedures e. Recognises and adapts appropriately to cultural differences in the workplace, including modes of behaviour and interactions among staff and others f. Work completed systematically with attention to detail without damage to goods, equipment or personnel
6. Context for assessment	a. Assessment may occur on the job or in an appropriately simulated environment

KEY COMPETENCIES						
Collect, Analyse & Organise Information	Communicate Ideas & Information	Plan & Organise Activities	Work with Others & in Teams	Use Mathematical Ideas & Techniques	Solve Problems	Use Technology
3	3	3	3	3	3	3

LMTPRGN-02A Coordinate or set up machine/s for product change

Field: Production

This unit covers the skills and knowledge required to set up machines for production changes in a TCF enterprise.

ELEMENT	PERFORMANCE CRITERIA
1. Set machine/s	a. Product specifications are interpreted correctly in relation to machine setting requirements b. Machine is set in accordance with product specifications, machine manufacturer's instructions and enterprise procedures
2. Conduct sample runs	a. Material to be used for sampling is obtained b. Machine is operated in accordance with manufacturer's and enterprise instructions to produce a specified sample
3. Organise sample quality testing	a. Sample is tested, or the test is organised, in accordance with enterprise procedures to ensure required standards of quality are met
4. Readjust machine settings to meet requirements	a. Test results are interpreted to determine adjustment requirements b. Adjustment changes are assessed in accordance with product and machine specifications c. Appropriate production personnel are informed of the availability of the newly set up machine in accordance with workplace procedures
5. Maintain records	a. Records are maintained and reports prepared, where necessary, in accordance with enterprise procedures

Range of Variables

VARIABLE	SCOPE
1. General context	a. Work involves the setting up of machines for production changes in a TCF enterprise b. Discretion and judgement may be required, for both self and others, in planning and selecting processes, procedures or outcomes c. Work is assessed in accordance with statutory requirements, organisation insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment may include	a. Work may be conducted in a large scale production or small business situation in a TCF sector b. Work conducted in a variety of environments, i.e. operational workplace activities, restricted space, hazardous, controlled or exposed conditions c. TCF production areas may include: c.1. textile production c.2. clothing production c.3. footwear production c.4. early stage wool processing c.5. cotton ginning c.6. hide/skin/leather production c.7. headwear production and millinery c.8. canvas and sails production c.9. laundry operations c.10. dry cleaning operations d. Standards of safety, housekeeping, quality of work and workshop practices are as specified by machine/equipment manufacturers, regulatory authorities and the enterprise e. Machines/equipment may include: e.1. any machine typically used in the TCF sector concerned e.2. microprocessor or computer controlled machines e.3. both production and facility equipment used in the enterprise f. The extent of machine set up will be dependent on the equipment, production requirements and workplace arrangements in each enterprise g. The competencies are applied under general guidance on progress and outcomes h. Knowledge and skills are applied to a wide range of tasks and/or roles i. The competencies are used within routines, methods and procedures
3. Sources of information/documents may include	a. Production orders b. Machine/equipment manufacturers' specifications and instructions c. Organisation work orders d. Production and planning policies and other documentation e. Organisational or external personnel f. Work scheduling documentation g. Job procedures h. Work instructions
4. Workplace context may include	a. Work organisation procedures and practices relating to the setting up of machines for production changes in a TCF enterprise b. Conditions of service, legislation and industrial agreements including: b.1. workplace agreements and awards b.2. Federal or State/Territory legislation c. Standard work practice includes providing an effective contribution to planning production d. Extent of production planning will be dependent on production requirements and workplace arrangements within the enterprise e. Reporting actions include verbal and written communication in accordance with organisational policies and procedures f. Communication may be oral, written or visual and can include simple data g. Being responsible for the maintenance of own work quality and being required to contribute to the quality improvement of team or section output, where necessary h. Safety, environmental, housekeeping and quality are as specified by machine/equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	a. Occupational health and safety legislation relevant to workplace activities b. Workers' compensation legislation c. Environment protection legislation

Evidence Guide

1. Critical aspects of evidence to be considered	a. Assessment must confirm appropriate knowledge and skills to: a.1. interpret specifications for machine settings a.2. perform sample runs a.3. arrange or conduct testing of sample a.4. make appropriate readjustments a.5. apply workplace health and safety policies in production operations a.6. maintain accurate records
2. Interdependent assessment of units	a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	a. Underpinning knowledge of: a.1. setting up and adjustment requirements for the range of machines and equipment used in the enterprise a.2. quality requirements a.3. machine manufacturer's specifications a.4. safety and environmental aspects of relevant enterprise activities a.5. workplace procedures and reporting processes a.6. relevant OH&S legislation and codes of practice b. Underpinning skills to: b.1. set and operate machines b.2. test and analyse samples b.3. apply all the relevant safety practices when working in the industry b.4. communicate effectively with individuals, work groups and supervisors b.5. maintain records and document and transfer information b.6. interpret and carry out established procedures
4. Resource implications	a. Access to real or appropriately simulated situations involving the setting up of machines for production changes in a TCF context b. This includes real or simulated work areas, materials, equipment, and information on work specifications, relevant safety procedures and regulations, quality standards, organisation procedures and customer requirements
5. Consistency in performance	a. Applies underpinning knowledge and skills when: a.1. organising setting up processes or procedures a.2. identifying contingencies a.3. completing tasks a.4. identifying and implementing improvements a.5. ensuring safety standards are followed b. Shows evidence of application of relevant workplace procedures including: b.1. hazard policies and procedures including codes of practice b.2. issue resolution procedures b.3. job procedures and work instructions b.4. quality procedures (where existing) b.5. security procedures b.6. waste, pollution and recycling management processes c. Action taken promptly, accidents and incidents reported in accordance with statutory requirements and enterprise procedures d. Recognises and adapts appropriately to cultural differences in the workplace, including modes of behaviour and interactions among staff and others e. Work completed systematically with attention to detail without damage to goods, equipment or personnel
6. Context for assessment	a. Assessment may occur on the job or in an appropriately simulated environment

KEY COMPETENCIES						
Collect, Analyse & Organise Information	Communicate Ideas & Information	Plan & Organise Activities	Work with Others & in Teams	Use Mathematical Ideas & Techniques	Solve Problems	Use Technology
3	2	3	2	2	3	3

LMTPRGN-03A Participate in production planning processes

Field: Production

This unit covers the skills and knowledge required to participate in production planning in a TCF enterprise.

ELEMENT	PERFORMANCE CRITERIA
1. Confirm production requirements	a. Projected requirements regarding stock supplies, product quantities, quality and delivery schedules are confirmed b. Identified issues and problems concerning projected requirements are reported and/or resolved in collaboration with relevant personnel as per workplace procedures
2. Gather specific production information	a. Specific information relating to production capacity is obtained and/or confirmed b. Details of production line requirements regarding batch/run sizes and other relevant information are gathered and interpreted for use in production plan preparation c. Resources, supply requirements, availability of machines and personnel is identified and/or confirmed
3. Participate in planning meetings	a. Specific requirements for the meeting are confirmed b. Production data and other planning information is prepared, where required c. Information is contributed and discussed in accordance with meeting procedures d. Follow up action on meeting outcomes is taken in accordance with enterprise procedures
4. Maintain records	a. Production planning records are maintained and reports prepared, where necessary, in accordance with enterprise procedures

Range of Variables

VARIABLE	SCOPE
1. General context	a. Work involves participation in production planning in a TCF enterprise b. Discretion and judgement may be required, for both self and others, in planning and selecting processes, procedures or outcomes c. Work is assessed in accordance with statutory requirements, organisation insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment may include	a. Work may be conducted in a large scale production or small business situation in a TCF sector b. Work conducted in a variety of environments, i.e. operational workplace activities, restricted space, hazardous, controlled or exposed conditions c. TCF production areas may include: c.1. textile production c.2. clothing production c.3. footwear production c.4. early stage wool processing c.5. cotton ginning c.6. hide/skin/leather production c.7. headwear production and millinery c.8. canvas and sails production c.9. laundry operations c.10. dry cleaning operations d. Product schedule may include plant layout/machine involvement and personnel required for particular operations e. The competencies are applied under general guidance on progress and outcomes f. Knowledge and skills are applied to a wide range of tasks and/or roles g. The competencies are used within routines, methods and procedures h. Operations may cover various time scales to reflect seasonal planning i. Production planning may relate to: i.1. establishing an overall plan for manufacture/product delivery i.2. repetitive production runs i.3. short runs i.4. quick changes i.5. a diversity of styles i.6. indent orders i.7. stock services replenishment j. Organisation systems may include: j.1. JIT j.2. VAM j.3. quick response j.4. quality circles j.5. team processes j.6. benchmarking k. Consultation may occur with suppliers and manufacturers l. Planning meetings may relate to formal meeting situations or informal information exchange between relevant personnel m. Formal meeting situations or informal information exchange may occur between relevant personnel n. Exposure may occur to chemicals, dangerous or other hazardous substances o. Data recording may involve use of keyboard or manual recording applications p. Interaction may occur with other departments
3. Sources of information/documents may include	a. Production orders b. Machine/equipment manufacturers' specifications and instructions c. Organisation work orders d. Production and planning policies and other documentation e. Organisational or external personnel f. Work scheduling documentation g. Job procedures h. Work instructions
4. Workplace context may include	a. Work organisation procedures and practices relating to planning and implementation of production for a work team b. Conditions of service, legislation and industrial agreements including: b.1. workplace agreements and awards b.2. Federal or State/Territory legislation c. Standard work practice includes providing an effective contribution to planning production d. Extent of production planning will be dependent on production requirements and workplace arrangements within the enterprise e. Reporting actions include verbal and written communication in accordance with organisational policies and procedures f. Communication may be oral, written or visual and can include simple data g. Being responsible for the maintenance of own work quality and being required to contribute to the quality improvement of team or section output, where necessary h. Safety, environmental, housekeeping and quality are as specified by machine/equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	a. Occupational health and safety legislation relevant to workplace activities b. Workers' compensation legislation c. Environment protection legislation

Evidence Guide

1. Critical aspects of evidence to be considered	a. Assessment must confirm appropriate knowledge and skills to: a.1. confirm requirements for production a.2. assemble and interpret specific production information a.3. identify resources, supply requirements, machines, personnel, etc. a.4. contribute to interchange of information at planning meetings a.5. apply workplace health and safety policies in production operations a.6. maintain accurate records
2. Interdependent assessment of units	a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	a. Underpinning knowledge of: a.1. production processes, products and machines a.2. basic knowledge of fibres and fibre chemistry a.3. an understanding of work and workplace organisation systems a.4. safety and environmental aspects of relevant enterprise activities a.5. meeting procedures a.6. workplace procedures and reporting processes a.7. relevant OH&S legislation and codes of practice b. Underpinning skills to: b.1. participate effectively in planning production b.2. interpret and use data from a range of sources b.3. apply all the relevant safety practices when working in the industry b.4. communicate effectively with individuals, work groups and supervisors b.5. maintain records and document and transfer information b.6. interpret and carry out established procedures
4. Resource implications	a. Access to real or appropriately simulated production planning situations in a TCF context b. This includes real or simulated work areas, materials, equipment, and information on work specifications, relevant safety procedures and regulations, quality standards, organisation procedures and customer requirements
5. Consistency in performance	a. Applies underpinning knowledge and skills when: a.1. planning and selecting appropriate processes or procedures a.2. identifying contingencies a.3. completing tasks a.4. identifying and implementing improvements a.5. ensuring safety standards are followed b. Shows evidence of application of relevant workplace procedures including: b.1. hazard policies and procedures including codes of practice b.2. issue resolution procedures b.3. job procedures and work instructions b.4. quality procedures (where existing) b.5. security procedures b.6. waste, pollution and recycling management processes c. Action taken promptly, accidents and incidents reported in accordance with statutory requirements and enterprise procedures d. Recognises and adapts appropriately to cultural differences in the workplace, including modes of behaviour and interactions among staff and others e. Work completed systematically with attention to detail without damage to goods, equipment or personnel
6. Context for assessment	a. Assessment may occur on the job or in an appropriately simulated environment

KEY COMPETENCIES						
Collect, Analyse & Organise Information	Communicate Ideas & Information	Plan & Organise Activities	Work with Others & in Teams	Use Mathematical Ideas & Techniques	Solve Problems	Use Technology
3	3	3	3	2	3	2

LMTEMGN-01A Install and commission process and machine control programs

Field: Engineering and Maintenance

This unit covers the skills and knowledge required to install and commission process and machine control system programs in machines and equipment.

ELEMENT	PERFORMANCE CRITERIA
1. Install automatic process and machine control program	a. Appropriate program loading technique is selected and external loading devices are connected to automatic process and machine control system correctly b. Process and machine control system is placed in correct operational mode to accept program loading c. Program is downloaded in accordance with manufacturers' recommended procedure or appropriate standard operating procedures d. Checks are undertaken appropriately during and after downloading to ensure data transfer is accurate and complete e. All external program loading devices and connections are disconnected from process and machine control system
2. Commission automatic process and machine control program	a. Program format and operational intent is accurately determined and correctly understood b. Program instructions are checked for compliance with specifications c. Software timers are counter set to specification, where required d. Program is stepped through manually and, outputs are checked and measured for compliance with specifications e. External inputs are checked for compliance with specifications, according to specified procedures f. Program is run and total operation is checked for compliance with specifications, where applicable g. Confirmation of program master copy storage is assessed
3. Maintain records	a. Records are maintained and reports prepared, where necessary, in accordance with enterprise procedures

Range of Variables

VARIABLE	SCOPE
1. General context	a. Competence must be demonstrated in the installation and commissioning of process and machine control system programs in machines and equipment used within a clothing production enterprise b. Discretion and judgement may be required, for both self and others, in planning and selecting processes, procedures or outcomes c. Work is assessed in accordance with statutory requirements, organisation insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment may include	a. Work may be conducted in a large scale production or small business situation b. Work may involve individual and team related activities, and can include liaison with specialist technicians c. Standards of safety, housekeeping, quality of work and workshop practices are as specified by: c.1. machine/equipment manufacturers c.2. regulatory authorities c.3. the enterprise d. Occupational health and safety requirements associated with electrical work must be strictly observed e. Machines/equipment may involve microprocessor or computer control and include production and facility equipment used within the enterprise f. Work relates to complex TCF production equipment with control systems involving advanced f.1. electronic technology f.2. pneumatic technology f.3. hydraulic technology f.4. robotics technology g. The competencies are applied under general guidance on progress and outcomes h. Knowledge and skills are applied to a wide range of tasks and/or roles i. The competencies are used within organisational routines, methods and procedures
3. Sources of information/documents may include	a. Installation/commissioning procedures b. Manufacturer's instructions c. Organisation work procedures and specifications d. Organisational or external personnel e. Quality and Australian standards and procedures f. Customer/s requirements
4. Workplace context may include	a. Work organisation procedures and practices relating to the assembly and construction of garments b. Conditions of service, legislation and industrial agreements including: b.1. workplace agreements and awards b.2. Federal or State/Territory legislation c. Standard work practices d. Reporting actions include verbal and written communication in accordance with organisational policies and procedures e. Communication may be oral, written or visual and can include simple data f. Being responsible for the maintenance of own work quality and being required to contribute to the quality improvement of team or section output, where necessary g. Safety, environmental, housekeeping and quality are as specified by machine/equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	a. Occupational health and safety legislation relevant to workplace activities b. Workers' compensation legislation

Evidence Guide

1. Critical aspects of evidence to be considered	a. Assessment must confirm appropriate knowledge and skills to: a.1. select and use appropriate loading technique a.2. perform checks to ensure accurate data transfer a.3. check program instructions a.4. run program to ensure compliance with specifications a.5. apply workplace health and safety policies in work operations a.6. maintain accurate records
2. Interdependent assessment of units	a. This unit does not necessarily need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	a. Underpinning knowledge of: a.1. appropriate installation and commissioning procedures, a.2. quality requirements and relevant standards a.3. machine/equipment manufacturer's specifications and instructions a.4. safety and environmental aspects of relevant enterprise activities a.5. workplace procedures a.6. reporting processes a.7. relevant OH&S legislation and codes of practice b. Underpinning skills to: b.1. apply appropriate technical skills b.2. carry out checking processes b.3. monitor performance b.4. apply all the relevant safety practices when working in the industry b.5. communicate effectively with individuals, work groups and supervisors b.6. maintain records b.7. document and transfer information b.8. interpret and carry out established procedures
4. Resource implications	a. Access to real or appropriately simulated situations the installation and commissioning of process and machine control system programs in machines and equipment used within clothing production organisations b. This includes real or simulated work areas, materials, equipment, and information on work specifications, manufacturer's instructions, relevant safety procedures and regulations, quality standards, organisation procedures and customer requirements
5. Consistency in performance	a. Applies underpinning knowledge and skills when: a.1. organising work a.2. completing tasks a.3. identifying improvements a.4. applying safety precautions relevant to the task a.5. assessing operational capability of specified equipment used and work processes b. Shows evidence of application of relevant workplace procedures including: b.1. hazard policies and procedures including codes of practice b.2. job procedures and work instructions b.3. quality procedures (where existing) b.4. waste, pollution and recycling management processes c. Action taken promptly, accidents and incidents reported in accordance with statutory requirements and enterprise procedures d. Recognises and adapts appropriately to cultural differences in the workplace, including modes of behaviour and interactions among staff and others e. Work completed systematically with attention to detail without damage to goods, equipment or personnel
6. Context for assessment	a. Assessment may occur on the job or in an appropriately simulated environment

KEY COMPETENCIES						
Collect, Analyse & Organise Information	Communicate Ideas & Information	Plan & Organise Activities	Work with Others & in Teams	Use Mathematical Ideas & Techniques	Solve Problems	Use Technology
3	2	3	2	2	3	3

LMTEMGN-02A Participate in machine/product related research and development

Field: Engineering and Maintenance

This unit covers the skills and knowledge required to participate in research and development activities associated with machine customisation or modification and testing of product design programs for machine applications.

ELEMENT	PERFORMANCE CRITERIA
1. Analyse machine and/or product requirements or specifications	a. Machine requirements and/or limitations are determined relative to specified outcomes b. Occupational health and safety factors, associated with machine specification changes, are established c. Pattern or product specifications are analysed to determine production parameters
2. Customise or modify machine	a. Modification requirements are established and approved, where required, to meet specified outcomes b. Modifications or adaptations are assessed in accordance with relevant procedures and specifications c. Machine modifications are evaluated and results confirmed against requirements
3. Maintain records	a. Records are maintained and reports prepared, where necessary, in accordance with enterprise procedures

Range of Variables

VARIABLE	SCOPE
1. General context	a. Competence must be demonstrated in the research and development activities associated with machine customisation or modification and testing of product design programs for machine applications in a clothing production enterprise b. Discretion and judgement may be required, for both self and others, in planning and selecting processes, procedures or outcomes c. Work is assessed in accordance with statutory requirements, organisation insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment may include	a. Work may be conducted in a large scale production or small business situation b. The competencies apply to workplace activities associated with the analysis, development and testing of pattern or product designs applicable to relevant machines or equipment used in the enterprise c. Work may involve individual and team related activities, but would normally be assessed as part of a development team d. Standards of safety, housekeeping, quality of work and workshop practices are as specified by machine/equipment manufacturers, regulatory authorities and the enterprise e. Machines/equipment may involve microprocessor or computer control and include production and facility equipment used in the enterprise f. The competencies are applied under general guidance on progress and outcomes g. Knowledge and skills are applied to a wide range of tasks and/or roles h. The competencies are used within routines, methods and procedures
3. Sources of information/documents may include	a. Work instructions b. Pattern or product specifications c. Manufacturer's specifications and instructions d. Modification instructions e. Organisation work procedures and specifications f. Organisational or external personnel g. Quality and Australian standards and procedures h. Customer/s requirements
4. Workplace context may include	a. Work organisation procedures and practices relating to research and development activities associated with machine customisation or modification and testing of product design programs for machine applications in a clothing production enterprise b. Conditions of service, legislation and industrial agreements including: b.1. workplace agreements and awards b.2. Federal or State/Territory legislation c. Standard work practices d. Reporting actions include verbal and written communication in accordance with organisational policies and procedures e. Communication may be oral, written or visual and can include simple data f. Being responsible for the maintenance of own work quality and being required to contribute to the quality improvement of team or section output, where necessary g. Safety, environmental, housekeeping and quality are as specified by machine/equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	a. Occupational health and safety legislation relevant to workplace activities b. Workers' compensation legislation c. Environmental legislation and regulations

Evidence Guide

1. Critical aspects of evidence to be considered	a. Assessment must confirm appropriate knowledge and skills to: a.1. determine machine or product requirements/limitations a.2. analyse pattern/product specifications a.3. carry out modifications or customisation a.4. evaluate modifications a.5. apply workplace health and safety policies in work operations a.6. maintain accurate records
2. Interdependent assessment of units	a. This unit does not necessarily need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	a. Underpinning knowledge of: a.1. quality requirements and relevant standards a.2. machine/equipment manufacturer's specifications a.3. safety and environmental aspects of relevant enterprise activities a.4. workplace procedures a.5. reporting processes a.6. relevant OH&S legislation and codes of practice b. Underpinning skills to: b.1. apply appropriate technical skills b.2. carry out checking processes b.3. monitor performance b.4. apply all the relevant safety practices when working in the industry b.5. communicate effectively with individuals, work groups and supervisors b.6. maintain records and prepare relevant documentation b.7. document and transfer information b.8. interpret and carry out established procedures
4. Resource implications	a. Access to real or appropriately simulated situations involving research and development activities associated with machine customisation or modification and testing of product design programs for machine applications in a clothing production enterprise b. This includes real or simulated work areas, materials, equipment, and information on work specifications, manufacturer's instructions, relevant safety procedures and regulations, quality standards, organisation procedures and customer requirements
5. Consistency in performance	a. Applies underpinning knowledge and skills when: a.1. organising work a.2. completing tasks a.3. identifying improvements a.4. applying safety precautions relevant to the task a.5. assessing operational capability of specified equipment used and work processes b. Shows evidence of application of relevant workplace procedures including: b.1. hazard policies and procedures including codes of practice b.2. job procedures and work instructions b.3. quality procedures (where existing) b.4. waste, pollution and recycling management processes c. Action taken promptly, accidents and incidents reported in accordance with statutory requirements and enterprise procedures d. Recognises and adapts appropriately to cultural differences in the workplace, including modes of behaviour and interactions among staff and others e. Work completed systematically with attention to detail without damage to goods, equipment or personnel
6. Context for assessment	a. Assessment may occur on the job or in an appropriately simulated environment

KEY COMPETENCIES						
Collect, Analyse & Organise Information	Communicate Ideas & Information	Plan & Organise Activities	Work with Others & in Teams	Use Mathematical Ideas & Techniques	Solve Problems	Use Technology
3	3	3	3	2	3	3

LMTEMGN-03A Develop preventative maintenance schedules

Field: Engineering and Maintenance

This unit covers the skills and knowledge required to develop preventative maintenance schedules for machines and equipment used in a TCF enterprise.

ELEMENT	PERFORMANCE CRITERIA
1. Identify requirements for machines, equipment, facility	a. Preventative maintenance requirements for machines and equipment are identified with reference to manufacturer's specifications and enterprise procedures b. Requirements for preventative maintenance of the facility are established c. Production schedules and timeline constraints for the maintenance are identified
2. Prepare maintenance schedules	a. Preventative maintenance schedule is prepared in line with production and time constraints b. Schedule is documented in accordance with enterprise procedures c. Personnel are instructed in the application of the preventative maintenance schedule in accordance with workplace procedures
3. Monitor schedule application	a. Application of the preventative maintenance schedule is monitored to determine effectiveness
4. Review and modify schedule	a. Development and application of the schedule is reviewed and recommendations made for improvement or change, if required b. Schedule is modified according to recommendations and manufacturer's/enterprise requirements
5. Maintain records	a. Records are maintained and reports prepared, where necessary, in accordance with enterprise procedures

Range of Variables

VARIABLE	SCOPE
1. General context	a. Competence must be demonstrated in the development of preventative maintenance schedules for machines and equipment used in a TCF enterprise b. Discretion and judgement may be required, for both self and others, in planning and selecting processes, procedures or outcomes c. Work is assessed in accordance with statutory requirements, organisation insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment may include	a. Work may be conducted in a large scale production or small business situation in a TCF sector b. The competencies apply to workplace activities associated with the development of preventative maintenance schedules required within a TCF enterprise c. Scheduling is undertaken in accordance with established enterprise procedures and practices and may include requirements recommended by manufacturers d. Work may involve individual and team related activities, and will normally relate to standard forms of preventative maintenance schedules e. Standards of safety, housekeeping, quality of work and workshop practices are as specified by machine/equipment manufacturers, regulatory authorities and the enterprise f. Machines/equipment may include: f.1. any machine typically used in the TCF sector concerned f.2. microprocessor or computer controlled machines f.3. both production and facility equipment used in the enterprise g. The competencies are applied under general guidance on progress and outcomes h. Knowledge and skills are applied to a wide range of tasks and/or roles i. The competencies are used within routines, methods and procedures
3. Sources of information/documents may include	a. Work instructions b. Manufacturer's specifications and instructions c. Standard forms of preventative maintenance schedules d. Organisation work procedures and specifications e. Organisational or external personnel f. Quality and Australian standards and procedures
4. Workplace context may include	a. Work organisation procedures and practices relating to in the development of preventative maintenance schedules for machines and equipment used in a TCF enterprise b. Conditions of service, legislation and industrial agreements including: b.1. workplace agreements and awards b.2. Federal or State/Territory legislation c. Standard work practices d. Reporting actions include verbal and written communication in accordance with organisational policies and procedures e. Communication may be oral, written or visual and can include simple data f. Being responsible for the maintenance of own work quality and being required to contribute to the quality improvement of team or section output, where necessary g. Safety, environmental, housekeeping and quality are as specified by machine/equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	a. Occupational health and safety legislation relevant to workplace activities b. Workers' compensation legislation c. Environmental legislation and regulations

Evidence Guide

1. Critical aspects of evidence to be considered	a. Assessment must confirm appropriate knowledge and skills to: a.1. determine requirements for preventative maintenance a.2. establish schedules/constraints for maintenance a.3. monitor and review application of preventative maintenance schedule a.4. apply workplace health and safety policies in work operations a.5. maintain accurate records
2. Interdependent assessment of units	a. This unit does not necessarily need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	a. Underpinning knowledge of: a.1. appropriate maintenance requirements and scheduling procedures a.2. preventative maintenance principles and standard practice a.3. machine/equipment manufacturer's specifications a.4. safety and environmental aspects of relevant enterprise activities a.5. workplace procedures and reporting processes a.6. relevant OH&S legislation and codes of practice b. Underpinning skills to: b.1. determine scheduling requirements b.2. prepare, monitor and review schedules to ensure enterprise requirements are met b.3. apply all the relevant safety practices when working in the industry b.4. communicate effectively with individuals, work groups and supervisors b.5. maintain records and prepare relevant documentation b.6. interpret and carry out established procedures
4. Resource implications	a. Access to real or appropriately simulated situations involving the development of preventative maintenance schedules for machines and equipment used in a TCF enterprise b. This includes real or simulated work areas, materials, equipment, and information on work specifications, manufacturer's instructions, relevant safety procedures and regulations, quality standards, organisation procedures and customer requirements
5. Consistency in performance	a. Applies underpinning knowledge and skills when: a.1. organising work a.2. completing tasks a.3. identifying improvements a.4. applying safety precautions relevant to the task a.5. assessing operational capability of specified equipment used and work processes b. Shows evidence of application of relevant workplace procedures including: b.1. hazard policies and procedures including codes of practice b.2. job procedures and work instructions b.3. quality procedures (where existing) b.4. waste, pollution and recycling management processes c. Action taken promptly, accidents and incidents reported in accordance with statutory requirements and enterprise procedures d. Recognises and adapts appropriately to cultural differences in the workplace, including modes of behaviour and interactions among staff and others e. Work completed systematically with attention to detail without damage to goods, equipment or personnel
6. Context for assessment	a. Assessment may occur on the job or in an appropriately simulated environment

KEY COMPETENCIES						
Collect, Analyse & Organise Information	Communicate Ideas & Information	Plan & Organise Activities	Work with Others & in Teams	Use Mathematical Ideas & Techniques	Solve Problems	Use Technology
3	3	3	2	2	3	3

LMTEMGN-11A Analyse product and determine machine settings

Field: Engineering and Maintenance

This unit covers the skills required to identify and specify product/material characteristics and to specify machine settings and modifications for product changes.

ELEMENT	PERFORMANCE CRITERIA
1. Set up for measuring and/or testing	a. Product/material for analysis is identified and confirmed b. Product/material is prepared for measurement and/or testing c. Measuring and testing equipment is selected, prepared and calibrated as required
2. Calculate product/material specifications	a. Measuring and testing of product/material is assessed in accordance with manufacture's and enterprise requirements b. Product/material specifications and characteristics are calculated and recorded accordance enterprise requirements c. Results are conveyed to appropriate personnel, as required
3. Specify machine settings and modifications	a. Product/material specifications are translated into machine settings and configurations b. Machine settings and modifications are checked against specification prior to machine setting c. Machine settings are recorded according to enterprise procedures

Range of Variables

VARIABLE	SCOPE
1. General context	a. Work involved is associated with calculating sample material/product characteristics and calculating machine settings and modifications b. Competence must be demonstrated in working largely independently and being accountable for own results including carrying out assigned tasks, coordinating processes, and setting and working to deadlines c. Work is assessed in accordance with statutory requirements, organisation insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment may include	a. Work conducted in a variety of environments, such as: a.1. operational workplace activities a.2. restricted space a.3. hazardous, controlled or exposed conditions b. Products and materials include those typically used within each sector of the Textile, Clothing, Footwear and Allied industry sectors including various textile production sectors, early stage wool processing, hide/skin/leather production, canvas fabrication, leather goods production, clothing production, millinery, footwear production, laundries, and dry cleaning c. Measuring and testing of equipment and processes are those generally used within the specific sector d. Work undertaken on a range of machines that may involve microprocessor or computer controlled relevant to the industry sector e. Machine settings/sequences can include mechanical devices/tools such as cams, gears, trip tags, pin boards etc., and patterns and programs for use on microprocessor and computer controlled machines f. Exposure to chemicals, dangerous or other hazardous substances g. Data recording, either using keyboard or manual recording applications h. Interaction/interface with other departments
3. Sources of information/documents may include	a. Machine/equipment manufacturers' specifications and instructions b. Organisation work orders c. Product change policies d. Organisational or external personnel e. Work scheduling documentation f. Job procedures g. Work instructions
4. Workplace context may include	a. Work organisation procedures and practices relating to with calculating sample material/product characteristics and calculating machine settings and modifications b. Conditions of service, legislation and industrial agreements including: b.1. workplace agreements and awards b.2. Federal or State/Territory legislation c. Standard work practice including the storage, safe handling and disposal of chemicals d. Reporting actions include verbal and written communication in accordance with organisational policies and procedures e. Communication may be oral, written or visual and can include simple data f. Being responsible for the maintenance of own work quality and being required to contribute to the quality improvement of team or section output, where necessary g. Safety, environmental, housekeeping and quality are as specified by machine/equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	a. Occupational health and safety legislation relevant to workplace activities b. Workers' compensation legislation c. Environment protection legislation

Evidence Guide

1. Critical aspects of evidence to be considered	a. Assessment must confirm appropriate knowledge and skills to: a.1. calculate and measure material specifications a.2. calculate machine settings a.3. interpret specifications for machine settings a.4. arrange or conduct testing of sample/s a.5. analyse samples or test results a.6. maintain accurate records a.7. apply health and safety policies in work operations
2. Interdependent assessment of units	a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	a. Underpinning knowledge of: a.1. material and product characteristics a.2. measuring, calculating and testing procedures a.3. machine and equipment specifications and settings a.4. setting and adjustment requirements a.5. quality requirements a.6. technical specifications manuals a.7. relevant OH&S legislation, codes of practice, policies and procedures a.8. safety and environmental aspects of relevant organisation processes a.9. reporting procedures b. Underpinning skills to: b.1. calculate and interpret technical data b.2. test and analyse samples b.3. set and operate machines b.4. apply all relevant safety practices b.5. communicate effectively within the workplace b.6. interpret and apply established procedures b.7. document, assess and transfer information
4. Resource implications	a. Access is required to real or appropriately simulated situations involving calculating sample material/product characteristics and calculating machine settings, including work areas, materials, machines/equipment, and information on manufacturers' specifications and instructions, program scheduling documentation, relevant safety procedures and regulations, quality standards, and organisation procedures
5. Consistency in performance	a. Applies underpinning knowledge and skills when: a.1. planning and organising work a.2. describing consequences a.3. interpreting specifications a.4. completing tasks a.5. identifying improvements a.6. applying safety precautions relevant to the task a.7. assessing operational capability of equipment and work processes b. Shows evidence of application of relevant workplace procedures including: b.1. job procedures and work instructions b.2. quality procedures b.3. security procedures b.4. hazard policies and procedures including codes of practice b.5. issue resolution procedures b.6. waste, pollution and recycling management processes c. Action taken promptly, accidents and incidents reported in accordance with statutory requirements and enterprise procedures d. Recognises and adapts appropriately to cultural differences in the workplace, including modes of behaviour and interactions among staff and others e. Work completed systematically with attention to detail without damage to goods, equipment or personnel
6. Context for assessment	a. Assessment may occur on the job or in an appropriately simulated environment b. Competence should be demonstrated with a range of typical industry sector machines and materials/products, sufficient to ensure confirmation of the required skills and knowledge

KEY COMPETENCIES						
Collect, Analyse & Organise Information	Communicate Ideas & Information	Plan & Organise Activities	Work with Others & in Teams	Use Mathematical Ideas & Techniques	Solve Problems	Use Technology
3	2	2	2	2	3	3

LMTEMGN-12A Set up/modify TCF machine for product change

Field: Engineering and Maintenance

This unit covers the skills required to set and modify machines for production change.

ELEMENT	PERFORMANCE CRITERIA
1. Check specifications	a. Specifications for setting, modification or customisation of machines and equipment are reviewed and confirmed against product and machine specifications, as required
2. Modify and or set machine/s	a. Safe working practices are understood and implemented b. Machine sequencing set up/modification is implemented in accordance with product specifications, manufacturers' instructions and enterprise procedures c. Pre-operation adjustments are assessed to specifications and operational requirements
3. Conduct sample or trial runs	a. Material to be used for sampling or trailing is obtained and/or arranged b. Machine is operated in accordance with manufacturers' and enterprise requirements c. Machine performance is monitored against operational requirements d. Sample of product is manufactured using new settings
4. Check sample and/or organise quality testing	a. Sample is checked in accordance with enterprise procedures to ensure standards are met b. Quality testing is assessed or organised as required
5. Readjust or confirm machine modifications and or settings to meet requirements	a. Test results are interpreted to determine machine modification and setting adjustment requirements b. Machine adjusts are made in accordance with product and machine specifications c. Records and documentation of machine and product specifications are maintained using established enterprise procedures
6. Instruct machine operator	a. Machine operator is instructed, if necessary, on settings, machines operations and any required safety procedures

Range of Variables

VARIABLE	SCOPE
1. General context	a. Work involved is associated with the modification, customisation and setting of machines for product change b. Competence must be demonstrated in working largely independently and being accountable for own results including carrying out assigned tasks, coordinating processes, and setting and working to deadlines c. Work is assessed in accordance with statutory requirements, organisation insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment may include	a. Work conducted in a variety of environments, such as: a.1. operational workplace activities a.2. restricted space a.3. hazardous, controlled or exposed conditions b. Products and materials include those typically used within each sector of the Textile, Clothing, Footwear and Allied industry sectors including various textile production sectors, early stage wool processing, hide/skin/leather production, canvas fabrication, leather goods production, clothing production, millinery, footwear production, laundries, and dry cleaning c. Work undertaken on a range of machines that may involve microprocessor or computer controlled relevant to the industry sector d. Machine settings/sequences can include mechanical devices/tools such as cams, gears, trip tags, pin boards etc., and patterns and programs for use on microprocessor and computer controlled machines e. Exposure to chemicals, dangerous or other hazardous substances f. Data recording, either using keyboard or manual recording applications g. Interaction/interface with other departments
3. Sources of information/documents may include	a. Machine/equipment manufacturers' specifications and instructions b. Organisation work orders c. Product change policies d. Organisational or external personnel e. Work scheduling documentation f. Job procedures g. Work instructions
4. Workplace context may include	a. Work organisation procedures and practices relating to the modification and setting up of machines for product change b. Conditions of service, legislation and industrial agreements including: b.1. workplace agreements and awards b.2. Federal or State/Territory legislation c. Standard work practice including the storage, safe handling and disposal of chemicals d. Reporting actions include verbal and written communication in accordance with organisational policies and procedures e. Communication may be oral, written or visual and can include simple data f. Being responsible for the maintenance of own work quality and being required to contribute to the quality improvement of team or section output, where necessary g. Safety, environmental, housekeeping and quality are as specified by machine/equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	a. Occupational health and safety legislation relevant to workplace activities b. Workers' compensation legislation c. Environment protection legislation

Evidence Guide

1. Critical aspects of evidence to be considered	a. Assessment must confirm appropriate knowledge and skills to: a.1. interpret specifications for machine settings a.2. interpret specifications for machine modification/customisation a.3. operate and adjust machines correctly a.4. arrange or conduct quality testing of sample/s a.5. analyse samples or test results a.6. maintain accurate records a.7. apply health and safety policies in work operations
2. Interdependent assessment of units	a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	a. Underpinning knowledge of: a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. machine and equipment operation a.3. machine modification, setting and adjustment requirements a.4. quality requirements a.5. technical specifications manuals a.6. safety and environmental aspects of relevant organisation processes a.7. maintenance planning and workplace procedures a.8. reporting procedures b. Underpinning skills to: b.1. interpret technical data b.2. set, adjust and operate machines b.3. test and analyse samples b.4. apply all relevant safety practices b.5. use and dispose of a range of chemical cleaning agents, sealants and lubricants, where required b.6. communicate effectively within the workplace b.7. interpret and apply established procedures b.8. document, assess and transfer information
4. Resource implications	a. Access is required to real or appropriately simulated situations involving the setting up of machines for product change, including work areas, materials, machines/equipment, and information on manufacturers' specifications and instructions, program scheduling documentation, relevant safety procedures and regulations, quality standards, and organisation procedures
5. Consistency in performance	a. Applies underpinning knowledge and skills when: a.1. planning and organising work a.2. describing consequences a.3. interpreting specifications a.4. completing tasks a.5. identifying improvements a.6. applying safety precautions relevant to the task a.7. assessing operational capability of equipment and work processes b. Shows evidence of application of relevant workplace procedures including: b.1. hazard policies and procedures including codes of practice b.2. issue resolution procedures b.3. job procedures and work instructions b.4. quality procedures b.5. security procedures b.6. waste, pollution and recycling management processes c. Action taken promptly, accidents and incidents reported in accordance with statutory requirements and enterprise procedures d. Recognises and adapts appropriately to cultural differences in the workplace, including modes of behaviour and interactions among staff and others e. Work completed systematically with attention to detail without damage to goods, equipment or personnel
6. Context for assessment	a. Assessment may occur on the job or in an appropriately simulated environment b. Competence should be demonstrated with a range of typical industry sector machines and materials/products, sufficient to ensure confirmation of the required skills and knowledge

KEY COMPETENCIES						
Collect, Analyse & Organise Information	Communicate Ideas & Information	Plan & Organise Activities	Work with Others & in Teams	Use Mathematical Ideas & Techniques	Solve Problems	Use Technology
2	3	3	2	3	2	3