



LMT00

Textiles, Clothing and Footwear

Training Package

Volume 3 of 19
Early Stage Wool Processing

Version Number: 3
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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:

- LMT10206 Certificate I in Early Stage Wool Processing
- LMT20306 Certificate II in Early Stage Wool Processing
- LMT30206 Certificate III in Early Stage Wool Processing

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 imported units are available from the **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'.

Early Stage Wool Processing Units of Competency

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HUMAN RESOURCES

LMTHRGN-01A Perform one-on-one training on the job	2
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WAREHOUSING AND DISTRIBUTION

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LMTPREW-01AA Perform tasks to support production processes – 1

Field: Production

This unit covers the skills required to perform manual tasks in support of production processes in the Early Stage Wool Processing industry.

ELEMENT	PERFORMANCE CRITERIA
1. Perform general manual duties	<ul style="list-style-type: none"> a. Task requirements are determined and clarified where necessary b. Personal and other safety equipment, where needed, is selected, checked and used correctly in accordance with enterprise procedures c. Appropriate equipment and tools are identified, checked to confirm good working condition and used in accordance with enterprise and/or makers' instructions d. Procedures for storage and handling of equipment and materials are assessed according to enterprise or manufacturer's specifications e. Tasks are performed in accordance with enterprise requirements
2. Perform general cleaning duties	<ul style="list-style-type: none"> a. Cleaning requirements are determined and clarified where necessary b. Personal and other safety equipment, where needed, is selected, checked and used correctly in accordance with enterprise procedures c. Appropriate cleaning equipment and chemicals/detergents are determined, then prepared and used in accordance with enterprise and/or manufacturer's instructions and relevant safety requirements d. Cleaning is performed in accordance with enterprise requirements
3. Transfer, remove or supply materials or product	<ul style="list-style-type: none"> a. Requests are received where relevant, and tasks are organised, confirmed and recorded according to specified procedures b. Appropriate manual handling equipment is identified, checked to confirm good working order and used in accordance with enterprise and/or makers' instructions c. Materials/products are loaded and unloaded using suitable equipment (other than forklifts, overhead cranes, and front end loaders) in accordance with materials handling requirements, safe work practices and correct manual handling techniques d. Materials/products are transported to their correct destination in a safe manner e. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
4. Complete documentation	<ul style="list-style-type: none"> a. Documentation is interpreted accurately and where appropriate, codes and references indicating source, customer, storage location or batch are correctly identified b. Where required, documentation associated with tasks is accurately completed in accordance with enterprise procedures and requirements

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work involves manual tasks in support of production processes b. Work is performed within defined procedures and/or under direct supervision c. Work may be performed either individually or within a team environment d. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. restricted space a.3. hazardous, controlled or exposed conditions b. Use of the following materials, hand tools and equipment in accordance with established procedures: <ul style="list-style-type: none"> b.1. cleaning equipment b.2. detergents and other chemicals b.3. hand and power tools b.4. hand trolleys b.5. pallet trucks <p>But not more complex equipment such as forklifts, overhead cranes, or front end loaders</p> c. Production support tasks such as: <ul style="list-style-type: none"> c.1. cleaning and housekeeping c.2. loading, unloading, transporting and transferring products, materials and equipment c.3. storing products, materials and equipment c.4. manual completion of records and documents c.5. operator maintenance of handling equipment d. Exposure to chemicals, dangerous or other hazardous substances e. Interaction with other workplace personnel f. Data recording, either using keyboard or manual recording applications
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Enterprise work orders and instructions b. Dockets, tags or other identification c. Enterprise or external personnel d. Work scheduling documentation e. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to: <ul style="list-style-type: none"> a.1. materials handling a.2. stores procedures including receipt and despatch a.3. supply and removal of materials associated with production processes a.4. disposal of waste products a.5. general cleaning b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation of information and instructions associated with workplace activities and recording simple data via keyboard or manual recording applications 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 procedures as specified by equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> a. Occupational health and safety legislation relevant to workplace activities b. Workers' compensation legislation c. Environment protection legislation d. State and Territory legislation associated with the licensing and operation of load shifting equipment

Evidence Guide

1. Critical aspects of evidence to be considered	a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements a.2. interpret work orders and instructions a.3. identify, locate and transport materials, equipment and products a.4. handle typical materials, equipment and products a.5. operate and maintain manual handling equipment and associated hand tools a.6. clean equipment, machines and work area a.7. dispose of waste products a.8. communicate and document work related information
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: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. relevant machine/equipment principles and operation a.3. relevant materials handling procedures a.4. use of cleaning products and materials a.5. quality standards a.6. safety and environmental aspects of relevant enterprise processes a.7. general housekeeping policies and procedures including appropriate cleaning agents and equipment a.8. planning and procedures for maintenance of work area a.9. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. apply all relevant safety practices b.3. load and unload materials b.4. use relevant hand tools b.5. use cleaning agents and dispose of waste products b.6. communicate effectively within the workplace b.7. document and transfer information
4. Resource implications	a. Access is required to real situations involving early stage wool processes including work areas, materials, handling equipment, and information on task requirements, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. completing tasks a.2. identifying and implementing procedure changes a.3. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> b.1. hazard policies and procedures including codes of practice b.2. job procedures and work instructions b.3. quality procedures b.4. security procedures b.5. waste, pollution and recycling management processes c. Actions are taken promptly and 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 should preferably occur on the job but may be conducted in an appropriately simulated environment b. Competence should be demonstrated with a range of typical industry sector machines and equipment used in production support tasks, 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
1	1	1	2	1	1	1

LMTPREW-01BA Perform tasks to support production processes – 2

Field: Production

This unit covers the skills required to perform manual tasks in support of production processes in the Early Stage Wool Processing industry.

ELEMENT	PERFORMANCE CRITERIA
1. Perform general manual duties	<ul style="list-style-type: none"> a. Task requirements are determined and clarified where necessary b. Personal and other safety equipment, where needed, is selected, checked and used correctly in accordance with enterprise procedures c. Appropriate equipment and tools are identified, checked to confirm good working condition and used in accordance with enterprise and/or makers' instructions d. Procedures for storage and handling of equipment and materials are assessed according to enterprise or manufacturer's specifications e. Tasks are performed in accordance with enterprise requirements
2. Perform general cleaning duties	<ul style="list-style-type: none"> a. Cleaning requirements are determined and clarified where necessary b. Personal and other safety equipment, where needed, is selected, checked and used correctly in accordance with enterprise procedures c. Appropriate cleaning equipment and chemicals/detergents are determined, then prepared and used in accordance with enterprise and/or manufacturer's instructions and relevant safety requirements d. Cleaning is performed in accordance with enterprise requirements
3. Transfer, remove or supply materials or product	<ul style="list-style-type: none"> a. Requests are received where relevant, and tasks are organised, confirmed and recorded according to specified procedures b. Appropriate manual handling equipment is identified, checked to confirm good working order and used in accordance with enterprise and/or makers' instructions c. Materials/products are loaded and unloaded using suitable equipment in accordance with materials handling requirements, safe work practices and correct manual handling techniques d. Materials/products are transported to their correct destination in a safe manner e. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
4. Complete documentation	<ul style="list-style-type: none"> a. Documentation is interpreted accurately and where appropriate, codes and references indicating source, customer, storage location or batch are correctly identified b. Where required, documentation associated with tasks is accurately completed in accordance with enterprise procedures and requirements

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work involves manual tasks in support of production processes b. Discretion, initiative and judgment must be demonstrated on the job in own work, either individually or in a team environment c. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. restricted space a.3. hazardous, controlled or exposed conditions b. Use of the following materials, hand tools and equipment in accordance with established procedures: <ul style="list-style-type: none"> b.1. cleaning equipment b.2. detergents and other chemicals b.3. hand and power tools b.4. hand trolleys b.5. pallet trucks b.6. load shifting equipment such as forklifts, overhead cranes, or front end loaders c. Production support tasks such as: <ul style="list-style-type: none"> c.1. cleaning and housekeeping c.2. loading, unloading, transporting and transferring products, materials and equipment c.3. storing products, materials and equipment c.4. manual completion of records and documents c.5. operator maintenance of handling equipment d. Exposure to chemicals, dangerous or other hazardous substances e. Interaction with other workplace personnel f. Data recording either using keyboard or manual recording applications
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Enterprise work orders and instructions b. Dockets, tags or other identification c. Enterprise or external personnel d. Work scheduling documentation e. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to: <ul style="list-style-type: none"> a.1. materials handling a.2. stores procedures including receipt and despatch a.3. supply and removal of materials associated with production processes a.4. disposal of waste products a.5. general cleaning b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation of information and instructions associated with workplace activities and recording simple data via keyboard or manual recording applications 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 procedures as specified by equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> a. Occupational health and safety legislation relevant to workplace activities b. Workers' compensation legislation c. Environment protection legislation d. State and Territory legislation associated with the licensing and operation of load shifting equipment

Evidence Guide

1. Critical aspects of evidence to be considered	a. Assessment must confirm appropriate knowledge and skills to: <ol style="list-style-type: none"> a.1. comply with all relevant safety requirements a.2. interpret work orders and instructions a.3. identify, locate and transport materials, equipment and products a.4. handle typical materials, equipment and products a.5. operate and maintain manual handling equipment and associated hand tools a.6. operate load shifting equipment a.7. clean equipment, machines and work area a.8. dispose of waste products a.9. communicate and document work related information
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: <ol style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. relevant machine/equipment principles and operation a.3. relevant materials handling procedures a.4. use of cleaning products and materials a.5. quality standards a.6. safety and environmental aspects of relevant enterprise processes a.7. general housekeeping policies and procedures including appropriate cleaning agents and equipment a.8. planning and procedures for maintenance of work area a.9. recording and reporting procedures b. Underpinning skills to: <ol style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. apply all relevant safety practices b.3. load and unload materials b.4. use relevant hand tools b.5. use cleaning agents and dispose of waste products b.6. communicate effectively within the workplace b.7. document and transfer information
4. Resource implications	a. Access is required to real situations involving early stage wool processes including work areas, materials, handling equipment, and information on task requirements, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	a. Applies underpinning knowledge and skills when: <ol style="list-style-type: none"> a.1. completing tasks a.2. identifying and implementing procedure changes a.3. applying safety precautions relevant to the task a.4. organising work a.5. identifying improvements a.6. assessing operational capability of specified equipment and work processes b. Shows evidence of application of relevant workplace procedures including: <ol style="list-style-type: none"> b.1. hazard policies and procedures including codes of practice b.2. job procedures and work instructions b.3. quality procedures b.4. security procedures b.5. waste, pollution and recycling management processes c. Actions are taken promptly and 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 should preferably occur on the job but may be conducted in an appropriately simulated environment b. Competence should be demonstrated with a range of typical industry sector machines and equipment used in production support tasks, 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
1	2	2	2	1	1	1

LMTPREW-02A Blend and open greasy wool

Field: Production

This unit covers the skills required to perform blending and opening of greasy wool.

ELEMENT	PERFORMANCE CRITERIA
1. Operate wool opening equipment	<ul style="list-style-type: none"> a. All necessary settings and preparation for equipment operation are identified and assessed in accordance with specifications and enterprise standard procedures b. Work area around machine or equipment is cleaned and maintained to meet enterprise and safety requirements c. Bales of greasy wool are identified for processing and located in accordance with enterprise standard procedures d. Opening equipment is started and operated in accordance with enterprise standard procedures e. Equipment is stopped or shut down in accordance with all safety and enterprise standard procedures f. Blending is assessed according to batch instructions
2. Carry out operator maintenance	<ul style="list-style-type: none"> a. Minor running problems are identified, corrected by the operator where appropriate, and reported in accordance with enterprise and/or equipment manufacturer's procedures b. Major machine/equipment or product faults are reported in accordance with enterprise standard procedures c. Minor maintenance and cleaning are performed in accordance with manufacturer's specifications and/or enterprise procedures
3. Monitor opening process	<ul style="list-style-type: none"> a. Product quality standards for all stages of the process are identified and interpreted b. Visual inspection of plant and wool is routinely conducted in accordance with enterprise standard procedures c. Non-conforming outcomes are recognised, isolated and reported in accordance with enterprise standard procedures d. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
4. Communicate production information	<ul style="list-style-type: none"> a. Records and other documentation required by enterprise procedures are clearly and accurately completed b. Information from other operators, shifts and supervisory personnel regarding production status and/or problems is accurately interpreted by the operator c. Information regarding production status and/or problems is accurately communicated to other operators, shifts and supervisory personnel

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed under some supervision, either individually or within a team environment b. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established systems and on a range of machines and equipment including: <ul style="list-style-type: none"> b.1. blending systems b.2. opening machines and equipment (e.g. double drum openers, decotting machines, opener blenders and bale breakers) c. Use of materials, hand tools and equipment in accordance with established procedures including : <ul style="list-style-type: none"> c.1. cleaning equipment c.2. detergents and other chemicals c.3. hand tools and power tools normally applicable to the tasks c.4. hand trolleys c.5. pallet trucks d. Operator maintenance of opening machines and equipment, which may be scheduled or unscheduled and may vary according to enterprise requirements e. Exposure to chemicals, dangerous or other hazardous substances f. Data recording, either using keyboard or manual recording applications g. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Opening machine and equipment manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of machines for blending and opening greasy wool b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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: <ol style="list-style-type: none"> comply with all relevant safety requirements interpret work orders and product requirements identify wool bales and blend wool operate opening machines and associated equipment monitor processes and operation of opening machines and associated equipment including application of quality standards criteria and recognition of non-conforming outcomes perform operator maintenance of opening machines and associated equipment including settings and adjustments perform operator maintenance of work area document and communicate work related information including reporting of non-conforming outcomes and other problems
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: <ol style="list-style-type: none"> relevant OH&S legislation, codes of practice, policies and procedures operating principles of opening machines and associated equipment machine setting and adjustment requirements wool types (e.g. carding, combing, carpet, merino), wool qualities (e.g. fineness, colour), wool contaminants blending systems quality standards safety and environmental aspects of relevant enterprise processes general housekeeping policies and procedures including relevant cleaning agents and equipment recording and reporting procedures b. Underpinning skills to: <ol style="list-style-type: none"> interpret and apply work instructions and established procedures set and operate machines perform operator maintenance of machines and work area use relevant hand tools apply all relevant safety practices use cleaning agents and dispose of waste products communicate effectively within the workplace document and transfer information
4. Resource implications	a. Access is required to real or appropriately simulated situations involving the blending and opening of greasy wool, including work areas, materials, machines/equipment, and information on product requirements, work schedules, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	a. Applies underpinning knowledge and skills when: <ol style="list-style-type: none"> establishing plans describing consequences completing tasks identifying procedure changes applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ol style="list-style-type: none"> hazard policies and procedures including codes of practice issue resolution procedures job procedures and work instructions quality procedures security procedures waste, pollution and recycling management processes c. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of wool blends and operating conditions
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 equipment used in blending and opening greasy wool, 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
1	1	2	1	1	2	2

LMTPREW-03A Press and/or dump wool

Field: Production

This unit covers the skills required to perform pressing and/or dumping of wool using farm presses and dump presses.

ELEMENT	PERFORMANCE CRITERIA
1. Operate dump press and farm press machines and equipment	<ul style="list-style-type: none"> a. All necessary settings and preparation for equipment operation are identified and assessed in accordance with specifications and enterprise standard procedures b. Work area around machine or equipment is cleaned and maintained to meet enterprise and safety requirements c. Press and associated equipment is started in accordance with enterprise standard procedures d. Weigh scales and sampling equipment are operated as required in accordance with enterprise standard procedures e. Press and associated equipment is stopped or shut down in accordance with all safety and enterprise standard procedures
2. Carry out operator maintenance	<ul style="list-style-type: none"> a. Minor running problems are identified, corrected by the operator where appropriate, and reported in accordance with enterprise and/or equipment manufacturer's procedures b. Major machine/equipment or product faults are reported in accordance with enterprise standard procedures c. Minor maintenance and cleaning are performed in accordance with manufacturer's specifications and/or enterprise procedures
3. Monitor pressing process	<ul style="list-style-type: none"> a. Visual inspection of plant is routinely conducted in accordance with enterprise standard procedures b. Variations in bale weight are incorporated into dumping process in accordance with standard procedures c. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
4. Communicate production information	<ul style="list-style-type: none"> a. Records and other documentation required by enterprise procedures are clearly and accurately completed b. Information from other operators, shifts and supervisory personnel regarding production status and/or problems is accurately interpreted by the operator c. Information regarding production status and/or problems is accurately communicated to other operators, shifts and supervisory personnel d. Bale counter marks are applied as required by enterprise standard procedures

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work involves the pressing and/or dumping of wool b. Discretion, initiative and judgment must be demonstrated on the job in own work, either individually or within a team environment c. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established systems and on a range of machines and equipment including: <ul style="list-style-type: none"> b.1. farm bale presses (manual, semi-automatic, automatic) b.2. dump presses b.3. weigh scales b.4. banding equipment b.5. sampling equipment, such as core and grab machines c. Simple materials handling equipment including hand trolley, pallet trucks d. Use of hand tools normally applicable to the tasks involved including bale hook, bale knife e. Operator maintenance of presses and equipment, which may be scheduled or unscheduled and may vary according to enterprise requirements f. Exposure to chemicals, dangerous or other hazardous substances g. Data recording, either using keyboard or manual recording applications h. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Press/equipment manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of machines for pressing and dumping wool b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements a.2. interpret work orders and product requirements a.3. operate pressing and dumping machines and associated equipment a.4. monitor processes and operation of pressing and dumping machines and associated equipment including application of quality standards criteria and recognition of non-conforming outcomes a.5. perform operator maintenance of pressing and dumping machines and associated equipment including settings and adjustments a.6. perform operator maintenance of work area a.7. document and communicate work related information including reporting of non-conforming outcomes and other problems.
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. operating principles of dump press, farm press and associated equipment a.3. machine setting and adjustment requirements a.4. quality standards a.5. safety and environmental aspects of relevant enterprise processes a.6. general housekeeping policies and procedures including relevant cleaning agents and equipment a.7. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. set and operate machines b.3. perform operator maintenance of machines and work area b.4. use relevant hand tools b.5. apply all relevant safety practices b.6. use cleaning agents and dispose of waste products b.7. communicate effectively within the workplace b.8. document and transfer information
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the pressing and dumping of wool, including work areas, materials, machines/equipment, and information on product requirements, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. establishing plans a.2. describing consequences a.3. completing tasks a.4. identifying procedure changes a.5. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of task requirements and operating conditions
6. Context for assessment	<ul style="list-style-type: none"> 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 equipment used in pressing and dumping wool, 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
1	1	2	1	1	2	2

LMTPREW-04A Perform wool carding

Field: Production

This unit covers the skills required to operate carding machines and associated equipment.

ELEMENT	PERFORMANCE CRITERIA
1. Operate carding machines and equipment	<ul style="list-style-type: none"> a. All necessary settings and preparation for machine or equipment operation are identified and assessed in accordance with specifications and enterprise standard procedures b. Work area around machine or equipment is cleaned and maintained to meet enterprise and safety requirements c. Carding machinery and associated equipment is started in accordance with enterprise standard operating procedures d. Carding machinery and associated equipment is stopped or shut down in accordance with all safety and enterprise standard procedures
2. Carry out operator maintenance	<ul style="list-style-type: none"> a. Minor running problems are identified, corrected by the operator where appropriate, and reported in accordance with enterprise and/or equipment manufacturer's procedures b. Major machine/equipment or product faults are reported in accordance with enterprise standard procedures c. Minor maintenance and cleaning are performed in accordance with manufacturer's specifications and/or enterprise procedures
3. Monitor product quality	<ul style="list-style-type: none"> a. Quality requirements of prepared wool are correctly identified and applied for all stages of the process b. Wool flow is monitored to meet enterprise standard operating procedures c. Blending is monitored to ensure blending consistency and feed uniformity d. Carding operation is monitored to ensure correct feed rate and quality of web offtake e. Any deviations from normal are recognised, isolated and reported in accordance with enterprise requirements
4. Dispose of waste materials	<ul style="list-style-type: none"> f. Processed burr and other waste material is handled in accordance with enterprise standard operating procedures g. Processed sweepings are distributed according to enterprise procedures h. Machine waste is disposed of in accordance with environmental and safety procedures i. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
5. Communicate production information	<ul style="list-style-type: none"> a. Records and other documentation required by enterprise procedures are clearly and accurately completed b. Information from other operators, shifts and supervisory personnel regarding production status and/or problems is accurately interpreted by the operator c. Information regarding production status and/or problems is accurately communicated to other operators, shifts and supervisory personnel

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work involves the operation of carding machines and associated equipment b. Work is performed either individually or within a team environment c. Work is conducted under limited supervision with the exercise of initiative, discrimination and judgement d. Occasional supervision of other personnel may be required e. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established systems and on a range of machines and equipment including: <ul style="list-style-type: none"> b.1. burr handling systems b.2. air filtration equipment b.3. carding machine b.4. doffer waste system b.5. blending systems b.6. compressed air c. Use of materials, hand tools and equipment in accordance with established procedures including : <ul style="list-style-type: none"> c.1. cleaning equipment c.2. detergents and other chemicals c.3. hand tools (including fettling tools) and power tools normally applicable to the tasks c.4. hand trolleys c.5. pallet trucks d. Operator maintenance of carding machines and equipment, which may be scheduled or unscheduled and may vary according to enterprise requirements e. Exposure to chemicals, dangerous or other hazardous substances f. Data recording, either using keyboard or manual recording applications g. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Carding machine/equipment manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of carding machines and associated equipment b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements a.2. interpret work orders and product requirements a.3. operate carding machines and associated equipment a.4. monitor processes and operation of carding machines and associated equipment including application of quality standards criteria and recognition of non-conforming outcomes a.5. perform operator maintenance of carding machines and associated equipment including settings and adjustments a.6. perform operator maintenance of work area a.7. document and communicate work related information including reporting of non-conforming outcomes and other problems
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently.
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. operating principles of carding machines and associated equipment a.3. machine setting and adjustment requirements a.4. blending systems a.5. product quality standards a.6. air filtration and waste management processes (e.g. doffer waste management) a.7. safety and environmental aspects of relevant enterprise processes a.8. general housekeeping policies and procedures including relevant cleaning agents and equipment a.9. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. set and operate machines b.3. perform operator maintenance of machines and work area b.4. use relevant hand tools b.5. apply all relevant safety practices b.6. use cleaning agents and dispose of waste products b.7. communicate effectively within the workplace b.8. document and transfer information
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the carding of wool, including work areas, materials, machines/equipment, and information on product requirements, work schedules, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. establishing plans a.2. describing consequences a.3. completing tasks a.4. identifying procedure changes a.5. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of wool qualities and operating conditions
6. Context for assessment	<ul style="list-style-type: none"> 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 equipment used in wool carding, 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
1	2	2	2	1	2	2

LMTPREW-05A Perform wool combing

Field: Production

This unit covers the skills required to operate wool combing machines and associated equipment.

ELEMENT	PERFORMANCE CRITERIA
1. Operate wool combing machines and equipment	<ul style="list-style-type: none"> a. All necessary settings and preparation for machine or equipment operation are identified and assessed in accordance with specifications and enterprise standard procedures b. Work area around machine or equipment is cleaned and maintained to meet enterprise and safety requirements c. Combing machinery and associated equipment is started in accordance with enterprise standard operating procedures d. Tubs/cans and creels are changed as required in accordance with enterprise standard procedures e. Wool blends for combing are correctly identified in accordance with enterprise procedures f. Combing machinery and associated equipment is stopped or shut down in accordance with all safety and enterprise standard operating procedures
2. Carry out operator maintenance	<ul style="list-style-type: none"> a. Minor running problems are identified, corrected by the operator where appropriate, and reported in accordance with enterprise and/or equipment manufacturer's procedures b. Major machine/equipment or product faults are reported in accordance with enterprise standard procedures c. Minor maintenance and cleaning are performed in accordance with manufacturer's specifications and/or enterprise procedures
3. Monitor product quality	<ul style="list-style-type: none"> a. Quality requirements are correctly identified and applied for all stages of the process b. Wool flow is monitored to meet enterprise standard operating procedures and quality requirements c. Blending is monitored to ensure blending consistency and feed uniformity d. Wool quality is visually checked to ensure standard is maintained e. Any deviations from normal are recognised, isolated and reported in accordance with enterprise requirements
4. Dispose of waste materials	<ul style="list-style-type: none"> a. Waste is kept to a minimum through correct application of enterprise lot change and run out procedures b. Waste is recycled where possible in accordance with enterprise procedures c. Machine waste is disposed of in accordance with environmental and safety procedures d. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
5. Communicate production information	<ul style="list-style-type: none"> a. Records and other documentation required by enterprise procedures are clearly and accurately completed b. Information from other operators, shifts and supervisory personnel regarding production status and/or problems is accurately interpreted by the operator c. Information regarding production status and/or problems is accurately communicated to other operators, shifts and supervisory personnel

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work involves the operation of wool combing machines and associated equipment b. Work is performed either individually or within a team environment c. Work is conducted under limited supervision with the exercise of initiative, discrimination and judgement d. Occasional supervision of other personnel may be required e. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established systems and on a range of machines and equipment including: <ul style="list-style-type: none"> b.1. combing machine b.2. noil recovery systems b.3. air filtration equipment b.4. blending systems c. Use of materials, hand tools and equipment in accordance with established procedures including: <ul style="list-style-type: none"> c.1. cleaning equipment c.2. detergents and other chemicals c.3. hand and power tools normally applicable to the tasks c.4. hand trolleys c.5. pallet trucks d. Operator maintenance of combing machines and equipment, which may be scheduled or unscheduled and may vary according to enterprise requirements e. Exposure to chemicals, dangerous or other hazardous substances f. Data recording, either using keyboard or manual recording applications g. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Combing machine/equipment manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of combing machines and associated equipment b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements a.2. interpret work orders and product requirements a.3. operate wool combing machines and associated equipment a.4. monitor processes and operation of wool combing machines and associated equipment including application of quality standards criteria and recognition of non-conforming outcomes a.5. perform operator maintenance of wool combing machines and associated equipment including settings and adjustments a.6. perform operator maintenance of work area a.7. document and communicate work related information including reporting of non-conforming outcomes and other problems
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. operating principles of wool combing machines and associated equipment a.3. machine setting and adjustment requirements a.4. blending systems a.5. air filtration processes a.6. waste management processes a.7. product quality standards a.8. safety and environmental aspects of relevant enterprise processes a.9. general housekeeping policies and procedures including relevant cleaning agents and equipment a.10. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. set and operate machines b.3. perform operator maintenance of machines and work area b.4. use relevant hand tools b.5. apply all relevant safety practices b.6. use cleaning agents and dispose of waste products b.7. communicate effectively within the workplace b.8. document and transfer information
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the combing of wool, including work areas, materials, machines/equipment, and information on product requirements, work schedules, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. establishing plans a.2. describing consequences a.3. completing tasks a.4. identifying procedure changes a.5. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of wool qualities and operating conditions
6. Context for assessment	<ul style="list-style-type: none"> 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 equipment associated with wool combing, 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
1	2	2	2	1	2	2

LMTPREW-06A Perform wool preparation using gilling machines

Field: Production

This unit covers the skills required to prepare wool for further processing using wool gilling machines and associated equipment.

ELEMENT	PERFORMANCE CRITERIA
1. Operate wool gilling machines and equipment	<ul style="list-style-type: none"> a. All necessary settings and preparation for machine or equipment operation are identified and assessed in accordance with specifications and enterprise standard procedures b. Work area around machine or equipment is cleaned and maintained to meet enterprise and safety requirements c. Gilling machinery and associated equipment is started in accordance with enterprise standard operating procedures d. Tubs/cans and creels are changed as required in accordance with enterprise standard procedures e. Gilling machinery and associated equipment is stopped or shut down in accordance with all safety and enterprise standard operating procedures
2. Carry out operator maintenance	<ul style="list-style-type: none"> a. Minor running problems are identified, corrected by the operator where appropriate, and reported in accordance with enterprise and/or equipment manufacturer's procedures b. Major machine/equipment or product faults are reported in accordance with enterprise standard procedures c. Minor maintenance and cleaning are performed in accordance with manufacturer's specifications and/or enterprise procedures
3. Monitor product quality	<ul style="list-style-type: none"> a. Quality requirements of gilled wool are correctly identified and applied for all stages of the process b. Wool flow is monitored to meet enterprise standard operating procedures and quality requirements c. Blending is monitored to ensure blending consistency and feed uniformity d. Wool quality is visually checked to ensure standard is maintained e. Any deviations from normal are recognised, isolated and reported in accordance with enterprise requirements
4. Dispose of waste materials	<ul style="list-style-type: none"> a. Waste is kept to a minimum through correct application of enterprise lot change and run out procedures b. Waste is recycled where possible in accordance with enterprise procedures c. Machine waste is disposed of in accordance with environmental and safety procedures d. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
5. Communicate production information	<ul style="list-style-type: none"> a. Records and other documentation required by enterprise procedures are clearly and accurately completed b. Information from other operators, shifts and supervisory personnel regarding production status and/or problems is accurately interpreted by the operator c. Information regarding production status and/or problems is accurately communicated to other operators, shifts and supervisory personnel

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed either individually or within a team environment b. Work is conducted under limited supervision with the exercise of initiative, discrimination and judgement c. Occasional supervision of other personnel may be required d. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established systems and on a range of machines and equipment including: <ul style="list-style-type: none"> b.1. gilling machines b.2. air filtration equipment b.3. blending systems b.4. oil sprayer c. Use of materials, hand tools and equipment in accordance with established procedures including : <ul style="list-style-type: none"> c.1. cleaning equipment c.2. detergents and other chemicals c.3. hand tools (including hook knife) and power tools normally applicable to the tasks c.4. hand trolleys c.5. pallet trucks c.6. hydraulic lifter d. Operator maintenance of gilling machines and equipment, which may be scheduled or unscheduled and may vary according to enterprise requirements e. Exposure to chemicals, dangerous or other hazardous substances f. Data recording, either using keyboard or manual recording applications g. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Gilling machine/equipment manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of gilling machines and associated equipment b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements a.2. interpret work orders and product requirements a.3. operate gilling machines and associated equipment a.4. monitor processes and operation of gilling machines and associated equipment including application of quality standards criteria and recognition of non-conforming outcomes a.5. perform operator maintenance of gilling machines and associated equipment including settings and adjustments a.6. perform operator maintenance of work area a.7. document and communicate work related information including reporting of non-conforming outcomes and other problems
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. operating principles of gilling machines and associated equipment a.3. machine setting and adjustment requirements a.4. blending systems a.5. air filtration and waste management processes a.6. product quality standards a.7. safety and environmental aspects of relevant enterprise processes a.8. general housekeeping policies and procedures including relevant cleaning agents and equipment a.9. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. set and operate machines b.3. perform operator maintenance of machines and work area b.4. use relevant hand tools b.5. apply all relevant safety practices b.6. use cleaning agents and dispose of waste products b.7. communicate effectively within the workplace b.8. document and transfer information
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the gilling process, including work areas, materials, machines/equipment, and information on product requirements, work schedules, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. establishing plans a.2. describing consequences a.3. completing tasks a.4. identifying procedure changes a.5. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of wool qualities and operating conditions
6. Context for assessment	<ul style="list-style-type: none"> 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 equipment used in the gilling process, 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
1	2	2	2	1	2	2

LMTPREW-07A Perform wool finishing

Field: Production

This unit covers the skills required to perform finishing of wool for making tops and bumps, final gilling, baling and packaging.

ELEMENT	PERFORMANCE CRITERIA
1. Operate wool finishing machines and equipment	<ul style="list-style-type: none"> a. All necessary settings and preparation for machine or equipment operation are identified and assessed in accordance with specifications and enterprise standard procedures b. Work area around machine or equipment is cleaned and maintained to meet enterprise and safety requirements c. Finishing and gilling equipment is started in accordance with enterprise standard operating procedures d. Tubs/cans and creels are changed as required in accordance with enterprise standard procedures e. Wool tops or bumps are removed from machine; identification applied; tops are weighed, packaged and transported in accordance with enterprise procedures f. Finishing and gilling equipment is stopped or shut down in accordance with all safety and enterprise standard operating procedures
2. Carry out operator maintenance	<ul style="list-style-type: none"> a. Minor running problems are identified, corrected by the operator where appropriate, and reported in accordance with enterprise and/or equipment manufacturer's procedures b. Major machine/equipment or product faults are reported in accordance with enterprise standard procedures c. Minor maintenance and cleaning are performed in accordance with manufacturer's specifications and/or enterprise procedures
3. Monitor product quality	<ul style="list-style-type: none"> a. Quality requirements of finished wool tops or bumps are correctly identified and applied for all stages of the process b. Wool flow is monitored to meet enterprise standard operating procedures and quality requirements c. Blending is monitored to ensure blending consistency and feed uniformity d. Wool samples are taken and prepared where required according to enterprise procedures e. Wool/product quality is visually checked to ensure standard is maintained f. Any deviations from normal are recognised, isolated and reported in accordance with enterprise requirements
4. Dispose of waste materials	<ul style="list-style-type: none"> a. Waste is kept to a minimum through correct application of enterprise lot change and run out procedures b. Waste is recycled where possible in accordance with enterprise procedures c. Machine waste is disposed of in accordance with environmental and safety procedures d. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
5. Communicate production information	<ul style="list-style-type: none"> a. Records and other documentation required by enterprise procedures are clearly and accurately completed b. Information from other operators, shifts and supervisory personnel regarding production status and/or problems is accurately interpreted by the operator c. Information regarding production status and/or problems is accurately communicated to other operators, shifts and supervisory personnel

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed either individually or within a team environment b. Work is conducted under limited supervision with the exercise of initiative, discrimination and judgement c. Occasional supervision of other personnel may be required d. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established systems and on a range of machines and equipment including: <ul style="list-style-type: none"> b.1. gilling machines b.2. bumps press b.3. breakers b.4. blending systems c. Use of materials, hand tools and equipment in accordance with established procedures including: <ul style="list-style-type: none"> c.1. cleaning equipment c.2. detergents and other chemicals c.3. hand tools and power tools normally applicable to the tasks c.4. hand trolleys c.5. pallet trucks d. Operator maintenance of wool finishing machines and equipment, which may be scheduled or unscheduled and may vary according to enterprise requirements e. Exposure to chemicals, dangerous or other hazardous substances f. Data recording, either using keyboard or manual recording applications g. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Wool finishing machine/equipment manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of wool finishing machines and associated equipment b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements a.2. interpret work orders and product requirements a.3. operate wool finishing machines and associated equipment a.4. monitor processes and operation of wool finishing machines and associated equipment including application of quality standards criteria and recognition of non-conforming outcomes a.5. perform operator maintenance of wool finishing machines and associated equipment including settings and adjustments a.6. perform operator maintenance of work area a.7. document and communicate work related information including reporting of non-conforming outcomes and other problems
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. operating principles of wool finishing, gilling machines and associated equipment a.3. machine setting and adjustment requirements a.4. blending systems a.5. product quality standards a.6. safety and environmental aspects of relevant enterprise processes a.7. waste management processes a.8. general housekeeping policies and procedures including relevant cleaning agents and equipment a.9. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. set and operate machines b.3. perform operator maintenance of machines and work area b.4. use relevant hand tools b.5. apply all relevant safety practices b.6. use cleaning agents and dispose of waste products b.7. communicate effectively within the workplace b.8. document and transfer information
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the wool finishing process, including work areas, materials, machines/equipment, and information on product requirements, work schedules, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. establishing plans a.2. describing consequences a.3. completing tasks a.4. identifying procedure changes a.5. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of wool qualities and operating conditions
6. Context for assessment	<ul style="list-style-type: none"> 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 equipment used in finishing wool, 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
1	2	2	2	1	2	2

LMTPREW-08A Perform wool pressing operations

Field: Production

This unit covers the skills required to operate presses for finished products and other end materials.

ELEMENT	PERFORMANCE CRITERIA
1. Operate bale press and equipment	<ul style="list-style-type: none"> a. All necessary settings and preparation for machine or equipment operation are identified and assessed in accordance with specifications and enterprise standard procedures b. Work area around machine or equipment is cleaned and maintained to meet enterprise and safety requirements c. Bale press and associated equipment is started in accordance with enterprise standard operating procedures d. Bale press and associated equipment is stopped or shut down in accordance with all safety and enterprise standard operating procedures
2. Carry out operator maintenance	<ul style="list-style-type: none"> a. Minor running problems are identified, corrected by the operator where appropriate, and reported in accordance with enterprise and/or equipment manufacturer's procedures b. Major machine/equipment or product faults are reported in accordance with enterprise standard procedures c. Minor maintenance and cleaning are performed in accordance with manufacturer's specifications and/or enterprise procedures
3. Monitor product quality	<ul style="list-style-type: none"> a. Quality requirements for pressing and sealing wool products are correctly identified and applied for all stages of the process b. Product quality is visually checked to ensure standard is maintained c. Any deviations from normal are recognised, isolated and reported in accordance with enterprise requirements d. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
4. Label baled product	<ul style="list-style-type: none"> a. Baled product is clearly labelled in accordance with enterprise procedures and customer requirements b. Labelling materials and equipment are used and maintained in accordance with enterprise procedures and manufacturer's specifications
5. Communicate production information	<ul style="list-style-type: none"> a. Records and other documentation required by enterprise procedures are clearly and accurately completed b. Information from other operators, shifts and supervisory personnel regarding production status and/or problems is accurately interpreted by the operator c. Information regarding production status and/or problems is accurately communicated to other operators, shifts and supervisory personnel

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed either individually or within a team environment b. Work is conducted under limited supervision with the exercise of initiative, discrimination and judgement c. Occasional supervision of other personnel may be required d. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established systems and on a range of machines and equipment including: <ul style="list-style-type: none"> b.1. automatic machines b.2. semi-automatic machines b.3. high density presses b.4. weigh scales c. Application of the processes to: <ul style="list-style-type: none"> c.1. tops c.2. bumps c.3. noil c.4. waste c.5. semi-processed wool d. Use of materials, hand tools and equipment in accordance with established procedures including: <ul style="list-style-type: none"> d.1. cleaning equipment d.2. detergents and other chemicals d.3. hand tools including bale hook and labelling equipment d.4. power tools normally applicable to the tasks d.5. hand trolleys d.6. pallet trucks e. Operator maintenance of presses and equipment, which may be scheduled or unscheduled and may vary according to enterprise requirements f. Exposure to chemicals, dangerous or other hazardous substances g. Data recording, either using keyboard or manual recording applications h. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Press/equipment manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of bale presses and associated equipment b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements a.2. interpret work orders and product requirements a.3. operate bale presses and associated equipment a.4. monitor processes and operation of bale presses and associated equipment including application of quality standards criteria and recognition of non-conforming outcomes a.5. perform operator maintenance of bale presses and associated equipment including settings and adjustments a.6. perform operator maintenance of work area a.7. document and communicate work related information including reporting of non-conforming outcomes and other problems
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. operating principles of bale presses and associated equipment a.3. machine setting and adjustment requirements a.4. product quality standards a.5. safety and environmental aspects of relevant enterprise processes a.6. general housekeeping policies and procedures including relevant cleaning agents and equipment a.7. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. set and operate machines b.3. perform operator maintenance of machines and work area b.4. use relevant hand tools b.5. apply all relevant safety practices b.6. use cleaning agents and dispose of waste products b.7. communicate effectively within the workplace b.8. document and transfer information
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the pressing of finished products and other end materials, including work areas, materials, machines/equipment, and information on product requirements, work schedules, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. establishing plans a.2. describing consequences a.3. completing tasks a.4. identifying procedure changes a.5. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of wool qualities and operating conditions
6. Context for assessment	<ul style="list-style-type: none"> 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 equipment associated with wool combing, 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
1	2	2	2	1	2	2

LMTPREW-09A Perform wool backwash process

Field: Production

This unit covers the skills required to perform the wool backwash process.

ELEMENT	PERFORMANCE CRITERIA
1. Operate wool backwash equipment	<ul style="list-style-type: none"> a. All necessary settings and preparation for machine or equipment operation are identified and assessed in accordance with specifications and enterprise standard procedures b. Work area around machine or equipment is cleaned and maintained to meet enterprise and safety requirements c. Backwash equipment is started in accordance with enterprise standard operating procedures d. Tubs/cans are changed or removed as required in accordance with enterprise standard procedures e. Backwash equipment is stopped or shut down in accordance with all safety and enterprise standard operating procedures
2. Carry out operator maintenance	<ul style="list-style-type: none"> a. Minor running problems are identified, corrected by the operator where appropriate, and reported in accordance with enterprise and/or equipment manufacturer's procedures b. Major machine/equipment or product faults are reported in accordance with enterprise standard procedures c. Minor maintenance and cleaning are performed in accordance with manufacturer's specifications and/or enterprise procedures
3. Control process variables	<ul style="list-style-type: none"> a. Chemicals are prepared, mixed and changed in accordance with manufacturers' specifications, enterprise requirements and relevant safety procedures b. Water levels and temperatures are regularly monitored and adjusted where necessary to ensure required processing standard is achieved c. All flow rates are monitored and adjusted where necessary in accordance with blend specification and enterprise standard operating procedures d. Moisture levels are maintained in accordance with enterprise and machine manufacturer procedures
4. Monitor product quality	<ul style="list-style-type: none"> a. Quality requirements for wool product are correctly identified and applied for all stages of the process b. Wool flow is monitored in accordance with enterprise standard operating procedures c. Wool product quality is visually checked to ensure standard is maintained d. Any deviations from normal are recognised, isolated and reported in accordance with enterprise requirements e. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
5. Communicate production information	<ul style="list-style-type: none"> a. Records and other documentation required by enterprise procedures are clearly and accurately completed b. Information from other operators, shifts and supervisory personnel regarding production status and/or problems is accurately interpreted by the operator c. Information regarding production status and/or problems is accurately communicated to other operators, shifts and supervisory personnel

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed either individually or within a team environment b. Work is conducted under limited supervision with the exercise of initiative, discrimination and judgement c. Occasional supervision of other personnel may be required d. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established systems and on a range of backwash machines and equipment including: automatic machines, semi-automatic machines, high density presses c. Operator maintenance of presses and equipment, which may be scheduled or unscheduled and may vary according to enterprise requirements d. Use of materials, hand tools and equipment in accordance with established procedures including: <ul style="list-style-type: none"> d.1. cleaning equipment d.2. detergents and other chemicals d.3. hand and power tools normally applicable to the tasks d.4. hand trolleys d.5. pallet trucks e. Exposure to chemicals, dangerous or other hazardous substances f. Data recording, either using keyboard or manual recording applications g. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Backwash equipment manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of backwash plant and associated equipment b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements a.2. interpret work orders and product requirements a.3. operate backwash plant and associated equipment a.4. monitor processes and operation of backwash plant and associated equipment including application of quality standards criteria and recognition of non-conforming outcomes a.5. perform operator maintenance of backwash plant and associated equipment including settings and adjustments a.6. perform operator maintenance of work area a.7. document and communicate work related information including reporting of non-conforming outcomes and other problems.
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures, including the use of chemicals in testing and sampling a.2. operating principles of backwash plant and associated equipment a.3. machine setting and adjustment requirements a.4. product quality standards a.5. safety and environmental aspects of relevant enterprise processes, including handling of chemicals a.6. general housekeeping policies and procedures including relevant cleaning agents and equipment a.7. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. set and operate machines b.3. perform operator maintenance of machines and work area b.4. use relevant hand tools b.5. apply all relevant safety practices b.6. use cleaning agents and dispose of waste products b.7. communicate effectively within the workplace b.8. document and transfer information
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the backwash process, including work areas, materials, machines/equipment, and information on product requirements, work schedules, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. establishing plans a.2. describing consequences a.3. completing tasks a.4. identifying procedure changes a.5. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of wool qualities and operating conditions
6. Context for assessment	<ul style="list-style-type: none"> 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 equipment associated with back washing, 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
1	2	2	2	1	2	2

LMTPREW-10A Perform wool scouring

Field: Production

This unit covers the skills required to perform wool scouring.

ELEMENT	PERFORMANCE CRITERIA
1. Operate wool scouring machines and associated equipment	<ul style="list-style-type: none"> a. All necessary settings and preparation for wool scouring machines and equipment operation are identified and assessed in accordance with specifications and enterprise standard procedures b. Work area around wool scouring machine and associated equipment is cleaned and maintained to meet enterprise and safety requirements c. Wool scouring machine is started in accordance with enterprise standard operating procedures d. Bowls are filled with water and additives in accordance with enterprise standard procedures e. Containers, lines and controls for additives are used, monitored and adjusted in accordance with enterprise standard procedures f. Wool scour line/plant is stopped or shut down in accordance with all safety and enterprise standard operating procedures
2. Carry out operator maintenance	<ul style="list-style-type: none"> a. Minor running problems are identified, corrected by the operator where appropriate, and reported in accordance with enterprise and/or equipment manufacturer's procedures b. Major machine or product faults are reported in accordance with enterprise standard procedures c. Minor maintenance and cleaning are performed in accordance with manufacturer's specifications and/or enterprise procedures
3. Control process variables	<ul style="list-style-type: none"> a. Feed rates are controlled in accordance with enterprise standard procedures b. Water levels and temperatures are regularly monitored and adjusted where necessary to ensure correct processing c. All flow rates are monitored and adjusted where necessary in accordance with blend specification and enterprise standard procedures d. Visual inspection of wool scour plant/line is routinely conducted to ensure efficient operation
4. Monitor product quality	<ul style="list-style-type: none"> a. Quality requirements for the wool are correctly identified and applied at all stages of the process b. Wool flow and bowl levels are monitored to meet enterprise standard operating procedures c. Wool quality is visually checked to ensure standard is maintained d. Any deviations from normal are recognised, isolated and reported in accordance with enterprise requirements e. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
5. Communicate production information	<ul style="list-style-type: none"> a. Records and other documentation required by enterprise procedures are clearly and accurately completed b. Information from other operators, shifts and supervisory personnel regarding production status and/or problems is accurately interpreted by the operator c. Information regarding production status and/or problems is accurately communicated to other operators, shifts and supervisory personnel

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed either individually or within a team environment b. Work is conducted under routine supervision with the exercise of initiative, discrimination and judgement c. Occasional supervision of other personnel may be required d. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established systems and on a range of wool scouring machines and associated equipment including: <ul style="list-style-type: none"> b.1. wool scouring machines b.2. conveyors b.3. dryers b.4. scales b.5. control panels b.6. waste disposal systems b.7. blending and opening systems c. Use of materials, hand tools and equipment in accordance with established procedures including: <ul style="list-style-type: none"> c.1. cleaning equipment c.2. detergents and other chemicals c.3. hand tools and power tools normally applicable to the tasks c.4. hand trolleys c.5. pallet trucks d. Operator maintenance of wool scouring machines and equipment, which may be scheduled or unscheduled and may vary according to enterprise requirements and level of automation ranging from manual to automatic equipment e. Exposure to chemicals, dangerous or other hazardous substances f. Data recording, either using keyboard or manual recording applications g. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Wool scour plant manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of wool scouring machines and associated equipment b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements, including procedures for working with chemicals used in the scouring process a.2. interpret work orders and product requirements a.3. operate wool scouring machine and associated equipment a.4. monitor and control processes and operation of wool scouring machine and associated equipment in conjunction with application of quality standards criteria and recognition of non-conforming outcomes a.5. perform operator maintenance of wool scouring machines and associated equipment including settings and adjustments a.6. perform operator maintenance of work area a.7. document and communicate work related information including reporting of non-conforming outcomes and other problems
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. operating principles of wool scouring machines and associated equipment a.3. machine setting and adjustment requirements a.4. product quality standards a.5. safety and environmental aspects of relevant enterprise processes a.6. general housekeeping policies and procedures including relevant cleaning agents and equipment a.7. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. set and operate machines b.3. perform operator maintenance of machines and work area b.4. use relevant hand tools b.5. apply all relevant safety practices b.6. use cleaning agents and dispose of waste products b.7. communicate effectively within the workplace b.8. document and transfer information
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the operation of wool scouring machines and associated equipment, including work areas, materials, machines/equipment, and information on product requirements, work schedules, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. establishing plans a.2. describing consequences a.3. completing tasks a.4. identifying procedure changes a.5. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of wool qualities and operating conditions
6. Context for assessment	<ul style="list-style-type: none"> 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 equipment associated with wool scouring, 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
1	2	2	2	1	2	2

LMTPREW-11A Perform wool carbonising

Field: Production

This unit covers the skills required to perform wool carbonising.

ELEMENT	PERFORMANCE CRITERIA
1. Operate wool carbonising machines and associated equipment	<ul style="list-style-type: none"> a. All necessary settings and preparation for wool scouring machine and equipment operation are identified and assessed in accordance with specifications and enterprise standard procedures b. Work area around carbonising machines/plant and associated equipment is cleaned and maintained to meet enterprise and safety requirements c. Carbonising machines/plant is started in accordance with enterprise standard operating procedures d. Bowls are filled with water and additives in accordance with enterprise standard procedures e. Carbonising machines/plant is stopped or shut down in accordance with all safety and enterprise standard operating procedures
2. Carry out operator maintenance	<ul style="list-style-type: none"> a. Minor running problems are identified, corrected by the operator where appropriate, and reported in accordance with enterprise and/or equipment manufacturer's procedures b. Major machine/plant or product faults are reported in accordance with enterprise standard procedures c. Minor maintenance and cleaning are performed in accordance with manufacturers' specifications and/or enterprise procedures
3. Control process variables	<ul style="list-style-type: none"> a. Chemicals are prepared, mixed and changed in accordance with manufacturers' specifications, enterprise and safety procedures b. Water levels and temperatures are regularly monitored and adjusted where necessary to ensure correct processing c. All flow rates are monitored and adjusted where necessary in accordance with blend specification and enterprise standard procedures d. Visual inspection of machine is routinely conducted to ensure efficient operation
4. Monitor product quality	<ul style="list-style-type: none"> a. Quality requirements for the wool are correctly identified and applied at all stages of the process b. Wool flow is monitored to meet enterprise standard operating procedures c. Wool quality is visually checked to ensure standard is maintained d. Any deviations from normal are recognised, isolated and reported in accordance with enterprise requirements e. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
5. Communicate production information	<ul style="list-style-type: none"> a. Records and other documentation required by enterprise procedures are clearly and accurately completed b. Information from other operators, shifts and supervisory personnel regarding production status and/or problems is accurately interpreted by the operator c. Information regarding production status and/or problems is accurately communicated to other operators, shifts and supervisory personnel

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed either individually or within a team environment b. Work is conducted under routine supervision with the exercise of initiative, discrimination and judgement c. Occasional supervision of other personnel may be required d. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established systems and on a range of wool carbonising machines and associated equipment including: <ul style="list-style-type: none"> b.1. wool carbonising/scouring machines b.2. scour and neutralising train b.3. conveyors b.4. dryers b.5. scales b.6. control panels b.7. waste disposal and dust extraction systems b.8. dusters and crushers b.9. blending and opening systems c. Use of materials, hand tools and equipment in accordance with established procedures including: <ul style="list-style-type: none"> c.1. cleaning equipment c.2. detergents and other chemicals d. Hand and power tools normally applicable to the tasks: <ul style="list-style-type: none"> d.1. hand trolleys d.2. pallet trucks e. Operator maintenance of wool carbonising machines and equipment, which may be scheduled or unscheduled and may vary according to enterprise requirements and level of automation ranging from manual to automatic equipment f. Exposure to chemicals, dangerous or other hazardous substances g. Data recording, either using keyboard or manual recording applications h. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Wool carbonising machine/plant manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of wool carbonising machines and associated equipment b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements, including procedures for working with chemicals used in the carbonising process a.2. interpret work orders and product requirements a.3. operate wool carbonising machine and associated equipment a.4. monitor and control processes and operation of wool carbonising machine and associated equipment in conjunction with application of quality standards criteria and recognition of non-conforming outcomes a.5. perform operator maintenance of wool carbonising machine and associated equipment including settings and adjustments a.6. perform operator maintenance of work area a.7. document and communicate work related information including reporting of non-conforming outcomes and other problems
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. operating principles of wool carbonising machines and associated equipment a.3. machine setting and adjustment requirements a.4. product quality standards a.5. safety and environmental aspects of relevant enterprise processes a.6. general housekeeping policies and procedures including relevant cleaning agents and equipment a.7. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. set and operate machines b.3. perform operator maintenance of machines and work area b.4. use relevant hand tools b.5. apply all relevant safety practices b.6. use cleaning agents and dispose of waste products b.7. communicate effectively within the workplace b.8. document and transfer information
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the operation of wool carbonising machines and associated equipment, including work areas, materials, machines/equipment, and information on product requirements, work schedules, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. establishing plans a.2. describing consequences a.3. completing tasks a.4. identifying procedure changes a.5. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of wool qualities and operating conditions
6. Context for assessment	<ul style="list-style-type: none"> 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 equipment associated with wool carbonising, 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
1	2	2	2	1	2	2

LMTPREW-12AA Perform wool superwash process – 1

Field: Production

This unit covers the skills required to operate a superwash line for production of shrink resist wool.

ELEMENT	PERFORMANCE CRITERIA
1. Operate wool superwash equipment	<ul style="list-style-type: none"> a. All necessary settings and preparation for machine or equipment operation are identified and assessed in accordance with specifications and enterprise standard procedures b. Work area around machine or equipment is cleaned and maintained to meet enterprise and safety requirements c. Superwash equipment is started in accordance with enterprise standard operating procedures d. Superwash equipment is stopped or shut down in accordance with all safety and enterprise standard operating procedures
2. Carry out operator maintenance	<ul style="list-style-type: none"> a. Minor running problems are identified, corrected by the operator where appropriate, and reported in accordance with enterprise and/or equipment manufacturer's procedures b. Major machine/equipment or product faults are reported in accordance with enterprise standard procedures c. Minor maintenance and cleaning are performed in accordance with manufacturer's specifications and/or enterprise procedures
3. Control process variables	<ul style="list-style-type: none"> a. Chemicals are prepared, mixed and changed in accordance with manufacturers' specifications, enterprise requirements and relevant safety procedures b. Water levels and temperatures are regularly monitored and adjusted where necessary to ensure required processing standard is achieved c. All flow rates are monitored and adjusted where necessary in accordance with blend specification and enterprise standard operating procedures d. Moisture levels are maintained in accordance with enterprise and machine manufacturer procedures
4. Evaluate chemical properties of superwash water	<ul style="list-style-type: none"> a. Tests are conducted safely in accordance with enterprise procedures b. Instruments are handled with care c. Calculations and/or readings are accurately determined d. Adjustments are made where necessary and any further action to be taken is assessed in accordance with enterprise procedures
5. Monitor treated wool quality	<ul style="list-style-type: none"> a. Quality requirements for prepared wool are correctly identified and applied for all stages of the process b. Samples are prepared as required and details are recorded in accordance with enterprise procedures c. All necessary calculations and/or testing procedures to evaluate the physical properties of the treated wool are accurately assessed, results recorded and samples stored according to enterprise procedures d. Wool product quality is visually checked to ensure standard is maintained e. Any deviations from normal are recognised, isolated and reported in accordance with enterprise requirements f. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
6. Communicate production information	<ul style="list-style-type: none"> a. Records and other documentation required by enterprise procedures are clearly and accurately completed b. Information from other operators, shifts and supervisory personnel regarding production status and/or problems is accurately interpreted by the operator c. Information regarding production status and/or problems is accurately communicated to other operators, shifts and supervisory personnel

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed under some supervision, either individually or within a team environment b. Discretion, initiative and judgement must be demonstrated on the job in own work c. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established systems and on a range of superwash equipment including: <ul style="list-style-type: none"> b.1. stretch breaker and pre-draft gilling machine c. Use of laboratory equipment and various chemicals for testing and treatment, such as: <ul style="list-style-type: none"> c.1. evaluation of chemical properties of superwash water including: chlorine content, pH value, sodium sulphite content c.2. evaluation of physical properties of treated wool may include shrink test, resin stain testing c.3. use of chemicals and other agents in shrink resist treatment process including chlorine, soda ash, resin, softener, oil, wetting agent, neutraliser d. Rectification of problems associated with machine operation, operator control and raw material variations e. Use of materials, hand tools and equipment in accordance with established procedures including: <ul style="list-style-type: none"> e.1. cleaning equipment e.2. detergents and other chemicals e.3. hand and power tools normally applicable to the tasks e.4. hand trolleys e.5. pallet trucks f. Operator maintenance of superwash equipment, which may be scheduled or unscheduled and may vary according to enterprise requirements g. Exposure to chemicals, dangerous or other hazardous substances h. Data recording, either using keyboard or manual recording applications i. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Superwash equipment according to manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of superwash plant and associated equipment b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards g. Responsibility for 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements, including procedures for working with chemicals used in the superwash process a.2. interpret work orders and product requirements a.3. operate superwash equipment a.4. monitor and control processes and operation of superwash equipment in conjunction with application of quality standards criteria and recognition of non-conforming outcomes a.5. perform operator maintenance of superwash equipment including settings and adjustments a.6. perform operator maintenance of work area a.7. document and communicate work related information including reporting of non-conforming outcomes and other problems
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures, including the use of chemicals in testing and sampling a.2. operating principles of superwash plant and associated equipment a.3. machine setting and adjustment requirements a.4. product quality standards a.5. safety and environmental aspects of relevant enterprise processes, including handling of chemicals a.6. general housekeeping policies and procedures including relevant cleaning agents and equipment a.7. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. set and operate machines b.3. perform operator maintenance of machines and work area b.4. use relevant hand tools b.5. apply all relevant safety practices b.6. use cleaning agents and dispose of waste products b.7. communicate effectively within the workplace b.8. document and transfer information
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the superwash process, including work areas, materials, machines/equipment, and information on product requirements, work schedules, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. describing consequences 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: <ul style="list-style-type: none"> 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. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of wool qualities and operating conditions
6. Context for assessment	<ul style="list-style-type: none"> 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 equipment associated with back washing, 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	2	2	2	1	2	2

LMTPREW-12BA Perform wool superwash process – 2

Field: Production

This unit covers the skills required to operate a superwash line for production of shrink resist wool.

ELEMENT	PERFORMANCE CRITERIA
1. Operate wool superwash equipment	<ul style="list-style-type: none"> a. All necessary settings and preparation for machine or equipment operation are identified and assessed in accordance with specifications and enterprise standard procedures b. Work area around machine or equipment is cleaned and maintained to meet enterprise and safety requirements c. Superwash equipment is started in accordance with enterprise standard operating procedures d. Superwash equipment is stopped or shut down in accordance with all safety and enterprise standard operating procedures
2. Carry out operator maintenance	<ul style="list-style-type: none"> a. Minor running problems are identified, corrected by the operator where appropriate, and reported in accordance with enterprise and/or equipment manufacturer's procedures b. Major machine/equipment or product faults are reported in accordance with enterprise standard procedures c. Minor maintenance and cleaning are performed in accordance with manufacturer's specifications and/or enterprise procedures
3. Control process variables	<ul style="list-style-type: none"> a. Chemicals are prepared, mixed and changed in accordance with manufacturers' specifications, enterprise requirements and relevant safety procedures b. Water levels and temperatures are regularly monitored and adjusted where necessary to ensure required processing standard is achieved c. All flow rates are monitored and adjusted where necessary in accordance with blend specification and enterprise standard operating procedures d. Moisture levels are maintained in accordance with enterprise and machine manufacturer procedures
4. Evaluate chemical properties of superwash water	<ul style="list-style-type: none"> a. Tests are conducted safely in accordance with enterprise procedures b. Instruments are handled with care c. Calculations and/or readings are accurately determined d. Adjustments are made where necessary and any further action to be taken is assessed in accordance with enterprise procedures
5. Monitor treated wool quality	<ul style="list-style-type: none"> a. Quality requirements for prepared wool are correctly identified and applied for all stages of the process b. Samples are prepared as required and details are recorded in accordance with enterprise procedures c. All necessary calculations and/or testing procedures to evaluate the physical properties of the treated wool are accurately assessed, results recorded and samples stored according to enterprise procedures d. Wool product quality is visually checked to ensure standard is maintained e. Any deviations from normal are recognised, isolated and reported in accordance with enterprise requirements f. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
6. Communicate production information	<ul style="list-style-type: none"> a. Records and other documentation required by enterprise procedures are clearly and accurately completed b. Information from other operators, shifts and supervisory personnel regarding production status and/or problems is accurately interpreted by the operator c. Information regarding production status and/or problems is accurately communicated to other operators, shifts and supervisory personnel

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed either individually or within a team environment b. Work may involve supervision of a production section of an enterprise with responsibility for a number of employees and a need to exercise initiative, and discriminatory judgement c. 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 d. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established systems and on a range of superwash equipment including: <ul style="list-style-type: none"> b.1. stretch breaker and pre-draft gilling machine c. Use of laboratory equipment and various chemicals for testing and treatment, such as: <ul style="list-style-type: none"> c.1. evaluation of chemical properties of superwash water including chlorine content, pH value, sodium sulphite content c.2. evaluation of physical properties of treated wool which may include shrink testing, resin stain testing c.3. use of chemicals and other agents in shrink resist treatment process including chlorine, soda ash, resin, softener, oil, wetting agent, neutraliser d. Rectification of problems associated with machine operation, operator control and raw material variations e. Use of materials, hand tools and equipment in accordance with established procedures including: <ul style="list-style-type: none"> e.1. cleaning equipment e.2. detergents and other chemicals e.3. hand tools and power tools normally applicable to the tasks e.4. hand trolleys e.5. pallet trucks f. Operator maintenance of superwash equipment, which may be scheduled or unscheduled and may vary according to enterprise requirements g. Exposure to chemicals, dangerous or other hazardous substances h. Data recording, either using keyboard or manual recording applications i. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Superwash equipment manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of superwash plant and associated equipment b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards g. Supervisory responsibility for other employees or a production section of the backwash operation h. Responsibility for 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements, including procedures for working with chemicals used in the superwash process a.2. interpret work orders and product requirements a.3. operate superwash equipment a.4. monitor and control processes and operation of superwash equipment in conjunction with application of quality standards criteria and recognition of non-conforming outcomes a.5. perform operator maintenance of superwash equipment including settings and adjustments a.6. perform operator maintenance of work area a.7. document and communicate work related information including reporting of non-conforming outcomes and other problems
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures, including the use of chemicals in testing and sampling a.2. operating principles of superwash plant and associated equipment a.3. machine setting and adjustment requirements a.4. product quality standards a.5. safety and environmental aspects of relevant enterprise processes, including handling of chemicals a.6. general housekeeping policies and procedures including relevant cleaning agents and equipment a.7. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. set and operate machines b.3. perform operator maintenance of machines and work area b.4. use relevant hand tools b.5. apply all relevant safety practices b.6. use cleaning agents and dispose of waste products b.7. communicate effectively within the workplace b.8. document and transfer information
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the superwash process, including work areas, materials, machines/equipment, and information on product requirements, work schedules, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. planning and organising work a.2. establishing plans a.3. describing consequences a.4. completing tasks a.5. identifying improvements a.6. identifying procedure changes a.7. applying safety precautions relevant to the task a.8. assessing operational capability of specified equipment used and work processes b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of wool qualities and operating conditions
6. Context for assessment	<ul style="list-style-type: none"> 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 equipment associated with back washing, 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	2	3	2	1	3	2

LMTPREW-13A Perform tests to check product quality

Field: Production

This unit covers the skills required to perform testing associated with the processes used in the Early Stage Wool Processing industry.

ELEMENT	PERFORMANCE CRITERIA
1. Prepare laboratory equipment for test process	<ul style="list-style-type: none"> a. Appropriate equipment is selected and prepared b. Settings are ascertained and equipment is checked and calibrated where necessary c. Work area around machine or equipment is cleaned and maintained to meet enterprise and safety requirements
2. Evaluate the physical and chemical properties of wool samples	<ul style="list-style-type: none"> a. Testing of physical and chemical properties of wool samples taken at appropriate stages of production is assessed in accordance with procedures specified by test equipment manufacturers and the enterprise b. All instruments and fibre samples are handled with care c. All relevant safety procedures followed
3. Identify wool contamination	<ul style="list-style-type: none"> a. Contamination testing of wool samples taken at appropriate stages of production is assessed in accordance with procedures specified by test equipment manufacturers and the enterprise b. Types of contamination are correctly identified and quantified c. All relevant safety procedures followed d. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
4. Document and communicate test information	<ul style="list-style-type: none"> a. Test records and other documents required by enterprise procedures are clearly and accurately completed b. Test results are clearly reported in accordance with enterprise procedures

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed either individually or within a team environment b. Basic tests are conducted under routine supervision in accordance with defined procedures c. All tests are conducted in accordance with enterprise and standard industry operating procedures, Australian or international standards, enterprise insurance requirements, OH&S legislation and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace a.2. testing laboratory a.2. hazardous, controlled or exposed conditions b. Testing and evaluation may include: <ul style="list-style-type: none"> b.1. physical properties of wool b.2. chemical properties of wool b.3. identification of contamination and contaminants c. Use of hand tools normally applicable to the tasks involved including: d. Operator maintenance of sampling and laboratory equipment e. Exposure to chemicals, dangerous or other hazardous substances f. Data recording, either using keyboard or manual recording applications g. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Laboratory equipment manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of equipment used for sampling and laboratory testing b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards 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 procedures as specified by laboratory equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements a.2. interpret work instructions, product requirements and test procedures a.3. operate wool sampling and test equipment a.4. monitor test processes, including application of quality standards criteria and recognition of non-conforming outcomes a.5. perform operator maintenance of wool sampling and test equipment including calibration settings and adjustments a.6. perform appropriate maintenance of work area a.7. document and report test results and associated information
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. operating principles of wool sampling and test equipment a.3. general laboratory practices a.4. laboratory instrument setting and calibration principles a.5. product quality standards a.6. safety and environmental aspects of sampling and testing processes a.7. general housekeeping policies and procedures including relevant cleaning agents and equipment a.8. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions, product requirements and test procedures b.2. set and operate sampling and test equipment b.3. perform operator maintenance of test equipment and work area b.4. use relevant hand tools b.5. apply all relevant safety practices b.6. use cleaning agents and dispose of waste products b.7. communicate effectively within the workplace b.8. document and transfer information
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the sampling and testing of wool, including work areas, materials, sampling and test equipment, information on product requirements, work schedules, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. establishing plans a.2. describing consequences a.3. completing tasks a.4. identifying procedure changes a.5. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> b.1. hazard policies and procedures including codes of practice b.2. test procedures and work instructions b.3. quality procedures b.4. security procedures b.5. waste, pollution and recycling management processes c. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of tests, wool qualities and working conditions
6. Context for assessment	<ul style="list-style-type: none"> 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 sampling and test equipment associated with wool product quality testing, 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	2	2	2	2	2	2

LMTPRGN-12A Control production**Field: Production**

This unit covers the skills and knowledge required to monitor and control production operations in a TCF enterprise.

ELEMENT	PERFORMANCE CRITERIA
1. Identify requirements for efficient production	<ul style="list-style-type: none">a. Machine operations, staff and production processes are organised to meet production requirementsb. Recommendations are made related to production requirements and in accordance with enterprise proceduresc. Quality standards and safe work practices are checked to ensure compliance
2. Monitor production efficiency	<ul style="list-style-type: none">a. Compliance to specified requirements is checked to ensure efficiency is maintainedb. Non-compliance is identified, reported or recorded and investigated to determine causesc. Production standards or machines are set and/or changed in accordance with enterprise procedures
3. Implement improvements to production efficiency	<ul style="list-style-type: none">a. Corrective or preventative action is recommended and implemented where appropriateb. Changes are communicated to relevant personnel in a logical and easily understood mannerc. Changes are monitored to confirm improvement to production efficiency

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work involves activities associated with the monitoring and control of production operations/yields b. Competence must be demonstrated in working largely independently and being accountable for own results including: <ul style="list-style-type: none"> b.1. carrying out assigned tasks, b.2. coordinating processes b.3. 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	<ul style="list-style-type: none"> a. Work conducted in a variety of environments which may include: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. restricted space a.3. hazardous, controlled or exposed conditions b. Production processes and associated machines/equipment include those generally operating in the various sectors of the textile clothing and footwear industry c. Production schedules may apply to daily or production runs, including repetitive production runs, short runs and quick changes d. Process parameters may include those that relate to the equipment and processes being used e. Exposure to chemicals, dangerous or other hazardous substances dependent on the equipment and processes being used f. Data recording, either using keyboard or manual recording applications g. Interaction/interface with other departments
3. Sources of information/documents may include	<ul style="list-style-type: none"> a. Machine/equipment according to manufacturers' specifications and instructions b. Organisation work orders c. Product change program and policies d. Organisational or external personnel e. Work scheduling documentation f. Job procedures g. Quality standards
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the monitoring and control of production operations b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. organise machine operations, staff and production processes a.2. meet production processes efficiency standards a.3. implement appropriate ways of correcting non-compliance and inefficiencies a.4. apply techniques to monitor production work a.5. monitor changes to production processes a.6. apply workplace health and safety policies in work operations a.7. check production outputs against specifications a.8. maintain accurate records
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. production and work flow system in the enterprise a.2. factors/constraints that impact on effective work flow a.3. ways of controlling factors and constraints a.4. cost effective work methods to achieve production objectives and time-lines a.5. methods for monitoring and controlling the use of resources a.6. quality assurance standards and procedures a.7. relevant OH&S legislation, codes of practice, policies and procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. develop workflow plans b.2. schedule and prioritise resources (machines, staff, materials and production processes) b.3. clarify and communicate tasks, roles and responsibilities b.4. allocate work for operators/team members b.5. identify and report problems with workflow b.6. establish, maintain and update monitoring procedures b.7. identify and interpret product specifications b.8. set and adjust machines in accordance with enterprise procedures b.9. select, organise and weigh raw materials b.10. analyse and record results in accordance with enterprise procedures b.11. carry out work in accordance with OH&S policies and procedures
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the monitoring of production, 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	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. organising production processes and resources a.2. interpreting work specifications a.3. describing consequences a.4. completing tasks a.5. identifying improvements a.6. applying safety precautions relevant to the task a.7. assessing operational capacity of equipment/machines used in production processes b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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 or equipment, production schedules, 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	3	3	2	2	3	3

LMTPRGN-15A Coordinate work of team/section

Field: Production

This unit encompasses the coordination and monitoring of work within a work team or section.

ELEMENT	PERFORMANCE CRITERIA
1. Plan and coordinate work schedules	<ul style="list-style-type: none"> a. Tasks, jobs, and work priorities are confirmed with supervisor/manager, as required b. Tasks are assigned to team/section or individuals, in accordance with workplace procedures c. Priority of tasks is communicated to team/section or individuals d. Material requirements are organised to meet work requirements
2. Monitor performance and quality	<ul style="list-style-type: none"> a. Required work standard is communicated to team/section or individuals to ensure understanding of task requirement b. Standard of performance including quality standards, of team/section and/or individuals, is monitored to ensure achievement of outcomes and is reported in accordance with enterprise procedures c. Instruction and or support are provided, as required, in order to achieve standards and outcomes d. Proposals for improvements to work processes, efficiency and organisation are communicated/reported, as required to appropriate personnel, in accordance with enterprise procedures
3. Monitor application of OH&S in the work area	<ul style="list-style-type: none"> a. Implementation of OH&S and environmental standards and procedures are monitored to achieve safety standards and requirements in the workplace b. Proposals for prevention or correction of problems are identified and communicated/reported to appropriate personnel, in accordance with enterprise procedures
4. Communicate with work team/section, individuals	<ul style="list-style-type: none"> a. All information affecting work, including OH&S and quality standards is explained logically in an easily understood manner to individuals and teams, as required b. Feedback from team/section members and individuals is sought to assist in the effective operation of the team/section
5. Report work of team/section	<ul style="list-style-type: none"> a. Reports and documentation on section/team performance and outcomes are provided to line supervisor/management, as required, in accordance with enterprise procedures b. Section/team performance and outcomes, which impact on operations of other sections, are communicated effectively and promptly, as required, to appropriate personnel, in accordance with enterprise procedures

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work involves activities associated with the coordination and monitoring of the work of a section or team b. Discretion, initiative, judgement must be demonstrated on the job in own work, either individually or in a team environment 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	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. restricted space a.3. hazardous, controlled or exposed conditions b. Work/production processes and associated machines/equipment include those generally operating in the various sectors of the TCF industry c. Appropriate personnel to report and or liaise may include line supervisor/manager, team/section leaders/supervisors/managers in other sections within the enterprise, and technical specialists d. Exposure to chemicals, dangerous or other hazardous substances e. Data recording, either using keyboard or manual recording applications f. Interaction/interface with other departments
3. Sources of information/documents may include	<ul style="list-style-type: none"> a. Organisation work orders b. Product change program and policies c. Organisational or external personnel d. Work scheduling documentation e. Job procedures f. Machine/equipment manufacturers' specifications and instructions g. Quality standards h. OH&S and environmental standards
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the coordination and monitoring of the work of a section or team b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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: <ol style="list-style-type: none"> organise work tasks, work processes and staff meet work processes efficiency standards advise appropriate ways of correcting non-compliance and inefficiencies apply techniques to monitor work apply workplace health and safety policies in work operations 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, however, the unit may be assessed in conjunction with other units that form part of a job function
3. Required knowledge and skills	a. Underpinning knowledge of: <ol style="list-style-type: none"> production and work flow system in the section/team factors/constraints that impact on effective work flow effective work methods to achieve production objectives and time-lines methods for monitoring and coordinating the use of resources quality assurance standards and procedures relevant OH&S legislation, codes of practice, policies and procedures b. Underpinning skills to: <ol style="list-style-type: none"> prioritise resources (machines, staff, materials and production processes) clarify and communicate tasks, roles and responsibilities allocate work to team/section members identify and report problems with workflow maintain and update monitoring procedures analyse and record results in accordance with enterprise procedures carry out work in accordance with OH&S policies and procedures
4. Resource implications	a. Access is required to real or appropriately simulated situations involving the monitoring and coordination of the work of a team or section, 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: <ol style="list-style-type: none"> coordinating work processes and resources interpreting work specifications describing consequences completing tasks identifying improvements applying safety precautions relevant to the task assessing operational capacity of equipment/machines used in production processes b. Shows evidence of application of relevant workplace procedures including: <ol style="list-style-type: none"> hazard policies and procedures including codes of practice job procedures and work instructions quality procedures security procedures 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 or equipment, production schedules, 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	2	3	3	2	2	2

LMTPRGN-16A Organise and plan own work to achieve planned outcomes

Field: Production

This unit covers the skills and knowledge required to organise own work when working independently on production operations in a factory or home-based or outside factory environment.

ELEMENT	PERFORMANCE CRITERIA
1. Confirm and interpret work requirements	<ul style="list-style-type: none"> a. Work requirements are confirmed with relevant personnel b. Work requirements are interpreted in accordance with workplace procedures
2. Develop personal work plan	<ul style="list-style-type: none"> a. The steps required to complete the work are identified and confirmed with other personnel b. Quality requirements of the client organisation are confirmed and interpreted c. Critical deadlines, outcome objectives and sequence of operations are established and documented in accordance with workplace procedures
3. Communicate with relevant personnel	<ul style="list-style-type: none"> a. Relevant personnel in the client organisation are identified and contacted b. Operation plan is confirmed or altered in accordance with workplace procedures
4. Access resources	<ul style="list-style-type: none"> a. Specified resources are identified and accessed in accordance with workplan
5. Coordinate work	<ul style="list-style-type: none"> a. Work assessed in accordance with planned steps and quality criteria b. Work is regularly checked against specifications, established deadlines and identified quality standards and action is taken to rectify work which is not in accordance with requirements c. Problems are identified and investigated in accordance with workplace procedures d. Problems are rectified or reported in accordance with workplace procedures
6. Keep records of work	<ul style="list-style-type: none"> a. Record system is established in accordance with workplace requirements b. Records are kept in accordance with record system procedures
7. Implement workplace health and safety practices	<ul style="list-style-type: none"> a. Workplace health and safety precautions and procedures are identified and followed b. Action is taken in accordance with workplace procedures to prevent accidents and to eliminate risks to personal safety

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Competence must be demonstrated in working largely independently and being accountable for own results including: <ul style="list-style-type: none"> a.1. carrying out assigned tasks a.2. coordinating processes a.3. setting and working to deadlines b. Work is assessed in accordance with statutory requirements, employer's insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment may include	<ul style="list-style-type: none"> a. Work may be conducted in a factory or home-based or outside factory situation b. Competence must be demonstrated in the planning, organising and coordination of production operations c. Machines may include any machine used appropriate to the operations of the TCF production area d. TCF production areas may include: <ul style="list-style-type: none"> d.1. textile production d.2. clothing production d.3. footwear production d.4. early stage wool processing d.5. cotton ginning d.6. hide/skin/leather production d.7. headwear production and millinery d.8. canvas and sails production d.9. laundry operations d.10. dry cleaning operations e. Occupational health and safety precautions and procedures may include: <ul style="list-style-type: none"> e.1. personal protective wear and equipment is used in accordance with standard workplace practice e.2. safe materials handling practices are correctly followed in accordance with standard workplace practice e.3. rest breaks are taken in accordance with standard workplace practice e.4. workstation is arranged in accordance with occupational health and safety including ergonomic requirements e.5. equipment is stored when not in use in accordance with standard workplace practice e.6. workstation is kept clean and free of obstacles at all times in accordance with standard workplace practice e.7. floor and workstation are kept clear of remnants, dust and rubbish etc. in accordance with standard workplace practice
3. Sources of information/documents may include	<ul style="list-style-type: none"> a. Procedures and specifications b. Personnel from the client organisation c. Quality and Australian standards and procedures d. Customer/s requirements
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the planning, organising and coordination of production operations b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> b.1. workplace agreements and awards as they relate to factory and home-based or outside-factory workers 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 work output, where necessary g. Safety, environmental, housekeeping and quality are as specified by machine/equipment manufacturers and regulatory authorities
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> a.1. confirm and interpret work specifications a.2. establish and apply required quality procedures and required work steps a.3. organise and set up workstation a.4. identify and deal with problems arising in own work a.5. coordinate own work a.6. set and work to deadlines a.7. apply workplace health and safety policies in work operations a.8. maintain accurate records
2. Interdependent assessment of units	a. This unit may be assessed in conjunction with the other appropriate TCF sector production units
3. Required knowledge and skills	a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures, relevant industrial award a.2. production processes a.3. operating procedures for production machines a.4. characteristics of typical materials and products used in production a.5. quality standards and material/product handling procedures a.6. safety and environmental aspects of relevant production processes a.7. workplace procedures for home-based environments a.8. reporting procedures for factory and home-based environments b. Underpinning skills to: <ul style="list-style-type: none"> b.1. handle, receive and assemble material/products b.2. maintain accurate work records in accordance with procedures b.3. carry out work in accordance with OH&S policies and procedures b.4. solve problems in own work b.5. interpret and meet work specifications b.6. communicate effectively in a factory and home-based or outside factory environment
4. Resource implications	a. Access to real or appropriately simulated production situations including areas, materials, equipment, and information on work specifications, relevant safety procedures and regulations, quality standards, work procedures and client organisation requirements
5. Consistency in performance	a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. organising work a.2. completing tasks a.3. solving problems in own work a.4. identifying improvements a.5. applying safety precautions relevant to the task a.6. assessing operational capability of specified equipment used and work processes b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> b.1. hazard policies and procedures including codes of practice b.2. job procedures and work instructions b.3. quality procedures b.4. waste, pollution and recycling management processes c. Action taken promptly, accidents and incidents reported in accordance with statutory requirements d. Work completed systematically with attention to detail without damage to goods, equipment or personnel e. Work records kept and maintained in accordance with the relevant industrial award
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-08A Perform minor maintenance

Field: Engineering and Maintenance

This unit encompasses the on-going minor maintenance of various production machines used by machine operators in the TCF industry.

ELEMENT	PERFORMANCE CRITERIA
1. Operate machine and assess performance	a. Machine is started and stopped in accordance with manufacturer's and enterprise requirements b. Machine operation is monitored to ensure correct procedures are assessed and product meets quality standards c. Problem with machine is identified and reported in accordance with enterprise procedures
2. Rectify minor machine fault	a. Minor machine and associated equipment/tools faults are identified and corrected/replaced where necessary to meet specified requirements and are reported in accordance with enterprise procedures b. Major machine or product faults are identified and documented in accordance with enterprise procedures, and appropriate personnel informed, as required c. Machine maintenance records or other documentation are accurately completed where required by enterprise procedures
3. Clean and lubricate machine	a. The machine is cleaned in accordance with workplace requirements and schedules, and manufacturers cleaning instructions b. The machine is lubricated in accordance with workplace requirements and schedules, and manufacturers lubricating instructions
4. Check machine operation	a. The machine is checked to ensure correct operation

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work involves the checking of machine performance and the undertaking minor adjustments to production machines b. Limited discretion, initiative and judgement may be demonstrated on the job in own work 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	<ul style="list-style-type: none"> a. Work may involve individual and team related activities and includes liaison with specialist mechanics and technicians b. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> b.1. operational workplace activities b.2. restricted space b.3. hazardous, controlled or exposed conditions c. Work undertaken on a range of machines that may be microprocessor or computer controlled relevant to the industry sector of the TCF and allied industry including various textile production sub-sectors, early stage wool processing, hide skin and leather production, textile fabrication, leather goods production, clothing production, headwear/ millinery, footwear production, laundry operations and dry cleaning operations d. Exposure to chemicals, dangerous or other hazardous substances e. Data recording, either using keyboard or manual recording applications f. Interaction/interface with other departments
3. Sources of information/documents may include	<ul style="list-style-type: none"> a. Machine/equipment according to manufacturers' specifications and instructions b. Organisation work orders and instructions c. Organisational or external personnel d. Work scheduling documentation e. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to checking of machine performance and undertaking minor adjustments to production machines b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> a.1. operate machines correctly a.2. monitor machine performance against machine specifications a.3. make minor adjustments a.4. complete records accurately and completely a.5. apply workplace 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: <ul style="list-style-type: none"> a.1. procedures and guidelines for safe operation of machines a.2. typical fault conditions and related fault finding procedures a.3. basic machine maintenance and repair techniques a.4. technical specifications manuals a.5. safety policies and procedures a.6. quality standards and procedures a.7. workplace reporting and recording procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. assess operating performance of machine b.2. start and stop machines according to specifications b.3. monitor machine operations including machine production readings b.4. recognise fault conditions b.5. rectify minor machine faults or problems as required
4. Resource implications	a. Access is required to real or appropriately simulated situations involving checking of machine performance and the undertaking minor adjustments to production machines, 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: <ul style="list-style-type: none"> a.1. completing tasks a.2. identifying improvements a.3. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> b.1. hazard policies and procedures including codes of practice b.2. job procedures and work instructions b.3. quality procedures b.4. security procedures b.5. 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 production processes, 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	1	2	2	1	2	2

LMTEMGN-10A Perform maintenance procedures

Field: Engineering and Maintenance

This unit encompasses the routine checking, cleaning and maintenance of machines and equipment in the various sectors of the TCF industry.

ELEMENT	PERFORMANCE CRITERIA
1. Conduct routines checks	<ul style="list-style-type: none"> a. Routine checks of machine operations are assessed in accordance with workplace and service procedures and manufacturers' instructions and adjustments made or irregularities reported as required b. Periodic servicing (lubrication and greasing, etc.) is assessed in accordance with workplace procedures and manufacturers' instructions
2. Clean machine	<ul style="list-style-type: none"> a. The machine is cleaned in accordance with workplace requirements and schedules, and manufacturers cleaning instructions
3. Perform maintenance procedures	<ul style="list-style-type: none"> a. Preventative maintenance is assessed on machines in accordance with workplace procedures and manufacturers' instructions and adjustments made, repairs made or irregularities reported as required b. Identification of equipment faults is conducted in accordance with basic workplace fault finding procedures and manufacturers' instructions c. Identified faults and their causes are reported in accordance with workplace procedures and appropriate action taken in conjunction with specialist machine maintenance mechanic to repair the fault and top prevent any recurrence of the fault conditions

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work involves the routine checking, cleaning and maintenance of machines and equipment used in the sectors of TCF b. Discretion, judgement, and initiative must be demonstrated on the job, in own work, either individually or in a team environment 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	<ul style="list-style-type: none"> a. Work may be conducted in a large or small sized production situation b. Work may involve individual and team related activities and may include liaison with specialist technicians including machine maintenance specialists and production supervisors c. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> c.1. operational workplace activities c.2. restricted space c.3. hazardous, controlled or exposed conditions d. Work undertaken on a range of machines that may involve microprocessor or computer controlled relevant to the industry sector e. Work involves routine maintenance procedures that follow manufacturers' and enterprise specifications and requirements 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	<ul style="list-style-type: none"> a. Machine/equipment manufacturers' specifications and instructions b. Organisation work orders c. Organisational or external personnel d. Work scheduling documentation e. Job procedures f. Work instructions
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the checking, cleaning and maintenance of machines b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> a.1. operate machines correctly a.2. check machine performance against machine specifications a.3. service machines a.4. clean machines a.5. undertake adjustments to machines a.6. identify faults a.7. communicate and cooperate with specialist maintenance mechanics a.8. complete records accurately and completely a.9. apply workplace 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: <ul style="list-style-type: none"> a.1. procedures and guidelines for safe operation of machines a.2. typical fault conditions and related fault finding procedures a.3. routine maintenance processes and practices a.4. technical specifications manuals a.5. safety policies and procedures a.6. quality standards and procedures a.7. workplace reporting and recording procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. assess operating performance of machine b.2. start and stop machines according to specifications b.3. monitor machine operations including machine production readings b.4. recognise fault conditions b.5. undertake cleaning and servicing b.6. recognise, rectify machine faults or problems as required b.7. check machine maintenance records b.8. check/confirm compliance to operational specifications
4. Resource implications	a. Access is required to real or appropriately simulated situations involving the routine checking, cleaning and maintenance of machines, 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: <ul style="list-style-type: none"> a.1. describing consequences a.2. completing tasks a.3. identifying improvements a.4. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> b.1. hazard policies and procedures including codes of practice b.2. job procedures and work instructions b.3. quality procedures b.4. security procedures b.5. waste, pollution and recycling management processes c. Action taken promptly, accidents and incidents reported in accordance with statutory requirements and enterprise procedures
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 production processes, 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	2	2	2	2	2	2

LMTEMTX-01A Monitor, adjust and maintain machines

Field: Engineering and Maintenance

This unit encompasses the routine monitoring, adjusting and maintenance of machines and equipment in the various sectors of the Textile Production Industry.

ELEMENT	PERFORMANCE CRITERIA
1. Operate machine and monitor performance	<ul style="list-style-type: none"> a. Machine is started and stopped in accordance with manufacturers' and enterprise requirements b. Machine operations and processes are monitored to ensure correct procedures are assessed and product meets quality standards c. Machine performance is monitored and reviewed in accordance with manufacturers' and enterprise specifications and procedures
2. Conduct routine checks, servicing and cleaning	<ul style="list-style-type: none"> a. Routine checks of machine operations are assessed in accordance with workplace and service procedures and manufacturer's instruction b. Minor adjustments are made or irregularities reported as required c. Periodic servicing (lubrication and greasing, etc.) is assessed in accordance with workplace procedures and manufacturers instructions d. The machine is cleaned in accordance with workplace requirements and schedules, and manufacturers cleaning instructions
3. Perform maintenance procedures	<ul style="list-style-type: none"> a. Preventative maintenance is assessed on machines in accordance with workplace procedures and manufacturers' instructions b. Identification of equipment faults is conducted in accordance with workplace fault finding procedures and manufacturers' instructions c. Identified faults and their causes are reported in accordance with workplace procedures and appropriate action taken in conjunction with appropriate personnel to repair the fault and to prevent any recurrence of the fault conditions
4. Replace parts and consumables	<ul style="list-style-type: none"> a. Faulty parts are identified for repair, replacement or adjustment, as required b. Consumables to be replaced are identified, as required c. Parts and/or consumables are selected and checked against specifications d. Parts and/or consumables are replaced using appropriate techniques and equipment to ensure conformance with specifications, operational performance, quality and safety e. Replaced parts or consumables are inspected, checked and adjusted as necessary to ensure compliance with operational specifications f. Appropriate personnel are consulted as required and appropriate action taken consistent with enterprise requirements and procedures
5. Check machine performance	<ul style="list-style-type: none"> a. Machine performance is monitored and reviewed and adjustments made as required, in accordance with manufacturers' and enterprise specifications and procedures b. Machine operations and processes are monitored to ensure correct procedures are assessed and product meets quality standards c. Machine operator is instructed, if necessary, on machine operations and processes and any required safety procedures d. Records and documentation of machine performance and maintenance are maintained using established enterprise procedures

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work involves the routine monitoring, adjustment and maintenance of machines and equipment used in the sectors of the textile production industry b. Discretion, judgement, and initiative must be demonstrated on the job, in own work, either individually or in a team environment 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	<ul style="list-style-type: none"> a. Work may be conducted in a large or small sized production situation b. Work may involve individual and team related activities and may include liaison with specialist technicians including mechanics/technicians and production supervisors c. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> c.1. operational workplace activities c.2. restricted space c.3. hazardous, controlled or exposed conditions d. Work undertaken on a range of machines that may involve microprocessor or computer controlled relevant to the industry sector e. Work involves routine maintenance procedures that follow manufacturers' and enterprise specifications and requirements f. Parts and consumables are those that require periodic replacement as a result of normal machine and production operations, e.g. belts, globes, combs, etc g. Tools may include hand tools and hand-held power tools h. Exposure to chemicals, dangerous or other hazardous substances i. Data recording, either using keyboard or manual recording applications j. Interaction/interface with other departments
3. Sources of information/documents may include	<ul style="list-style-type: none"> a. Machine/equipment manufacturers' specifications and instructions b. Organisation work orders c. Organisational or external personnel d. Work scheduling documentation e. Job procedures f. Work instructions
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the checking, adjustment and maintenance of machines b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. operate machines correctly a.2. monitor machine performance against specifications and undertake minor adjustments a.3. service and clean machines a.4. identify faults a.5. identify and replace replaceable parts and consumables used in normal machine operations a.6. communicate and cooperate with mechanics/technicians and production personnel a.7. complete records accurately and completely a.8. apply workplace health and safety policies in work operations
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. procedures and guidelines for safe operation of machines a.2. typical fault conditions and related fault finding procedures a.3. routine maintenance processes and practices a.4. range and use of replacement parts and consumables a.5. techniques to replace parts and consumables a.6. characteristics of materials and fibres a.7. technical specifications manuals a.8. safety policies and procedures a.9. quality standards and procedures a.10. workplace reporting and recording procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. assess operating performance of machine b.2. start and stop machines according to specifications b.3. monitor machine operations including machine production readings b.4. recognise fault conditions b.5. use of hand tools and hand held machine tools b.6. undertake cleaning and servicing b.7. recognise, rectify machine faults or problems as required b.8. check machine maintenance records b.9. check/confirm compliance to operational specifications
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the routine monitoring, adjusting and maintenance of machines, 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	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. describing consequences a.2. completing tasks a.3. identifying improvements a.4. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> b.1. hazard policies and procedures including codes of practice b.2. job procedures and work instructions b.3. quality procedures b.4. security procedures b.5. 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	<ul style="list-style-type: none"> 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 production processes, 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	2	2	2	2	2	3

LMTEMEW-01AA Perform wool grease recovery and monitor waste disposal – 1

Field: Engineering and Maintenance

This unit covers the skills required to perform removal of wool grease and monitor waste disposal.

ELEMENT	PERFORMANCE CRITERIA
1. Operate wool grease recovery equipment	<ul style="list-style-type: none"> a. All necessary settings and preparation for wool grease recovery and waste disposal equipment operation are identified and assessed in accordance with specifications and enterprise standard procedures b. Work area around wool grease recovery and waste disposal equipment is cleaned and maintained to meet enterprise and safety requirements c. Wool grease separator and ancillary equipment are started in accordance with enterprise standard operating procedures d. Flows are switched and regulated to achieve optimum plant efficiency in accordance with enterprise standard procedures e. Wool grease separator and ancillary equipment are stopped or shut down in accordance with all safety and enterprise standard operating procedures
2. Carry out operator maintenance	<ul style="list-style-type: none"> a. Minor running problems are identified, corrected by the operator where appropriate, and reported in accordance with enterprise and/or equipment manufacturers' procedures b. Major equipment or product faults are reported in accordance with enterprise standard procedures c. Cleaning of separator and other equipment, and minor maintenance are performed in accordance with manufacturers' specifications and/or enterprise procedures
3. Control process variables	<ul style="list-style-type: none"> a. Control panels are monitored and adjustments made in accordance with enterprise procedures to achieve quality standards b. Water levels and temperatures are regularly monitored and adjusted where necessary to ensure correct processing c. All flow rates are monitored and adjusted where necessary in accordance with enterprise standard procedures d. Visual inspection of machine is routinely conducted to ensure efficient operation
4. Monitor product quality	<ul style="list-style-type: none"> a. Material flow is monitored in accordance with enterprise standard procedures b. Equipment operation is checked to ensure efficient operation in accordance with enterprise or manufacturers' procedures c. Quality requirements for the grease recovery products are correctly identified and applied at all stages of the process d. Any deviations from normal are recognised, isolated and reported in accordance with enterprise requirements e. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
5. Communicate production information	<ul style="list-style-type: none"> a. Records and other documentation required by enterprise procedures are clearly and accurately completed b. Information from other operators, shifts and supervisory personnel regarding production status and/or problems is accurately interpreted by the operator c. Information regarding production status and/or problems is accurately communicated to other operators, shifts and supervisory personnel

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed either individually or within a team environment b. Work which is performed under minimal supervision with the exercise of initiative and discretionary judgement c. Clear procedures and parameters for decisions are given d. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established systems and on a range of wool grease recovery and waste disposal equipment including: <ul style="list-style-type: none"> b.1. wool grease separators b.2. retention bowls and settling systems b.3. associated fluid flow systems, valves and controls c. Use of materials, hand tools and equipment in accordance with established procedures including: <ul style="list-style-type: none"> c.1. cleaning equipment c.2. detergents and other chemicals c.3. hand tools and power tools normally applicable to the tasks c.4. hand trolleys c.5. pallet trucks d. Operator maintenance of wool grease recovery and waste disposal equipment, which may be scheduled or unscheduled and may vary according to enterprise requirements and level of automation ranging from manual to automatic equipment e. Exposure to chemicals, dangerous or other hazardous substances f. Data recording, either using keyboard or manual recording applications g. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Wool grease recovery and waste disposal equipment manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of wool grease recovery and waste disposal equipment b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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: <ol style="list-style-type: none"> a.1. comply with all relevant safety requirements, including procedures for working with chemicals used in the wool grease recovery process a.2. interpret work orders and product requirements a.3. operate wool grease recovery and waste disposal equipment a.4. monitor and control processes and operation of wool grease recovery and waste disposal equipment in conjunction with application of quality standards criteria and recognition of non-conforming outcomes a.5. perform operator maintenance of wool grease recovery and waste disposal equipment including settings and adjustments a.6. perform operator maintenance of work area a.7. document and communicate work related information including reporting of non-conforming outcomes and other problems
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: <ol style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. operating principles of wool grease recovery and waste disposal equipment a.3. machine setting and adjustment requirements a.4. product quality standards a.5. safety and environmental aspects of relevant enterprise processes a.6. general housekeeping policies and procedures including relevant cleaning agents and equipment a.7. recording and reporting procedures b. Underpinning skills to: <ol style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. set and operate machines b.3. perform operator maintenance of machines and work area b.4. use relevant hand tools b.5. apply all relevant safety practices b.6. use cleaning agents and dispose of waste products b.7. communicate effectively within the workplace b.8. document and transfer information
4. Resource implications	a. Access is required to real or appropriately simulated situations involving the operation of wool grease recovery and waste disposal equipment, including work areas, materials, machines/equipment, and information on product requirements, work schedules, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	a. Applies underpinning knowledge and skills when: <ol style="list-style-type: none"> a.1. establishing plans a.2. describing consequences a.3. completing tasks a.4. identifying procedure changes a.5. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ol style="list-style-type: none"> 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. Actions are taken promptly and accidents and incidents reported in accordance with statutory requirements and enterprise procedures
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 equipment associated with wool grease recovery and waste disposal, 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
1	1	2	1	1	2	2

LMTEMEW-01BA Perform wool grease recovery and monitor waste disposal – 2

Field: Engineering and Maintenance

This unit covers the skills required to perform removal of wool grease and monitor waste disposal.

ELEMENT	PERFORMANCE CRITERIA
1. Operate wool grease recovery equipment	<ul style="list-style-type: none"> a. All necessary settings and preparation for wool grease recovery and waste disposal equipment operation are identified and assessed in accordance with specifications and enterprise standard procedures b. Work area around wool grease recovery and waste disposal equipment is cleaned and maintained to meet enterprise and safety requirements c. Wool grease separator and ancillary equipment are started in accordance with enterprise standard operating procedures d. Flows are switched and regulated to achieve optimum plant efficiency in accordance with enterprise standard procedures e. Wool grease separator and ancillary equipment are stopped or shut down in accordance with all safety and enterprise standard operating procedures
2. Carry out operator maintenance	<ul style="list-style-type: none"> a. Minor running problems are identified, corrected by the operator where appropriate, and reported in accordance with enterprise and/or equipment manufacturers' procedures b. Major equipment or product faults are reported in accordance with enterprise standard procedures c. Cleaning of separator and other equipment, and minor maintenance are performed in accordance with manufacturers' specifications and/or enterprise procedures
3. Control process variables	<ul style="list-style-type: none"> a. Control panels are monitored and adjustments made in accordance with enterprise procedures to achieve quality standards b. Water levels and temperatures are regularly monitored and adjusted where necessary to ensure correct processing c. All flow rates are monitored and adjusted where necessary in accordance with enterprise standard procedures d. Visual inspection of machine is routinely conducted to ensure efficient operation
4. Monitor product quality	<ul style="list-style-type: none"> a. Material flow is monitored in accordance with enterprise standard procedures b. Equipment operation is checked to ensure efficient operation in accordance with enterprise or manufacturers' procedures c. Quality requirements for the grease recovery products are correctly identified and applied at all stages of the process d. Any deviations from normal are recognised, isolated and reported in accordance with enterprise requirements e. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
5. Communicate production information	<ul style="list-style-type: none"> a. Records and other documentation required by enterprise procedures are clearly and accurately completed b. Information from other operators, shifts and supervisory personnel regarding production status and/or problems is accurately interpreted by the operator c. Information regarding production status and/or problems is accurately communicated to other operators, shifts and supervisory personnel

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed either individually or within a team environment. Work which includes functional responsibility and provision of guidance or supervision to other employees which may involve scheduling or similar activities in a team environment and the responsibility for a work area for the period of a shift or similar portion of time 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, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established systems and on a range of wool grease recovery and waste disposal equipment including: <ul style="list-style-type: none"> b.1. wool grease separators b.2. retention bowls and settling systems b.3. associated fluid flow systems, valves and controls c. Use of materials, hand tools and equipment in accordance with established procedures including: <ul style="list-style-type: none"> c.1. cleaning equipment c.2. detergents and other chemicals c.3. hand and power tools normally applicable to the tasks c.4. hand trolleys c.5. pallet trucks d. Operator maintenance of wool grease recovery and waste disposal equipment, which may be scheduled or unscheduled and may vary according to enterprise requirements and level of automation ranging from manual to automatic equipment e. Exposure to chemicals, dangerous or other hazardous substances f. Data recording, either using keyboard or manual recording applications g. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Wool grease recovery and waste disposal equipment manufacturers' operating instructions b. Enterprise work orders and instructions c. Dockets, tags or other identification d. Enterprise or external personnel e. Work scheduling documentation f. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up and operation of wool grease recovery and waste disposal equipment b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and verbal provision of information and instructions associated with workplace activities, and recording simple data via keyboard or manual recording applications f. Quality requirements determined by customer, enterprise, and application of Australian and international standards 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements, including procedures for working with chemicals used in the wool grease recovery process a.2. interpret work orders and product requirements a.3. operate wool grease recovery and waste disposal equipment a.4. monitor and control processes and operation of wool grease recovery and waste disposal equipment in conjunction with application of quality standards criteria and recognition of non-conforming outcomes a.5. perform operator maintenance of wool grease recovery and waste disposal equipment including settings and adjustments a.6. perform operator maintenance of work area a.7. document and communicate work related information including reporting of non-conforming outcomes and other problems
2. Interdependent assessment of units	<ul style="list-style-type: none"> a. This unit does not need to be assessed in conjunction with other units and can be assessed independently
3. Required knowledge and skills	<ul style="list-style-type: none"> a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. operating principles of wool grease recovery and waste disposal equipment a.3. machine setting and adjustment requirements a.4. product quality standards a.5. safety and environmental aspects of relevant enterprise processes a.6. general housekeeping policies and procedures including relevant cleaning agents and equipment a.7. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. set and operate machines b.3. perform operator maintenance of machines and work area b.4. use relevant hand tools b.5. apply all relevant safety practices b.6. use cleaning agents and dispose of waste products b.7. communicate effectively within the workplace b.8. document and transfer information
4. Resource implications	<ul style="list-style-type: none"> a. Access is required to real or appropriately simulated situations involving the operation of wool grease recovery and waste disposal equipment, including work areas, materials, machines/equipment, and information on product requirements, work schedules, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	<ul style="list-style-type: none"> a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. planning and organising work a.2. establishing plans a.3. describing consequences a.4. completing tasks a.5. identifying improvements a.6. identifying procedure changes a.7. applying safety precautions relevant to the task a.8. assessing operational capability of specified equipment used and work processes b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of wool qualities and operating conditions
6. Context for assessment	<ul style="list-style-type: none"> 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 equipment associated with wool grease recovery and waste disposal, 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	2	2	2	1	2	2

LMTEMEW-02A Perform machine setting and operational maintenance

Field: Engineering and Maintenance

This unit covers the skills required to set machines for product changes, reset them after general fibre related stoppages and perform minor maintenance of machinery.

ELEMENT	PERFORMANCE CRITERIA
1. Determine required specifications	a. Required specifications for raw materials, product and machine are identified and interpreted for application in the testing and setting up process
2. Set machine	a. Machine is cleaned and set in accordance with raw material and product specifications and machine manufacturer and enterprise procedures b. During setting and testing, condition of work area around machine is maintained to meet enterprise and safety requirements
3. Conduct sample or trial runs and readjust	a. Machine operation is checked to ensure correct operation b. Where appropriate, a sample is produced and checked for conformance with enterprise requirements and product standards and further adjustment is made until sample meets specifications
4. Investigate, identify and rectify machine operating problems	a. Appropriate diagnostic procedures and tests are used to locate and identify faults in the machine b. Correct hand tools and measuring equipment are chosen and use to rectify problems c. Major problems in machine are identified and reported in accordance with enterprise requirements d. Minor problems, which are within the operator's skill level, are identified and adjustments or repairs are assessed e. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
5. Rectify minor machine faults	a. Adjustments or corrections are assessed consistent with operator's skill level b. Machine is checked to ensure correct operation c. Correct hand tools and measurement equipment are chosen and used to correct problem
6. Communicate information	a. Records and other documentation of setting and maintenance work are clearly and accurately completed in accordance with enterprise procedures

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed either individually or within a team environment b. Work may involve supervision of a production section of the operation and may involve responsibility for a number of employees c. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established procedures on a range of machines and equipment which may be microprocessor or computer controlled, including the following: <ul style="list-style-type: none"> b.1. blending and carding b.2. combing b.3. gilling b.4. finishing b.5. bale pressing b.6. scouring b.7. superwash b.8. backwash b.9. carbonising c. Use of materials, hand tools and equipment in accordance with established procedures including: <ul style="list-style-type: none"> c.1. cleaning equipment c.2. detergents and other chemicals c.3. hand and power tools normally applicable to the tasks c.4. hand trolleys c.5. pallet trucks d. Both scheduled and unscheduled operational maintenance and machine setup e. Variations in extent of operational maintenance and machine setup dependent on equipment used and workplace arrangements in each enterprise f. Exposure to chemicals, dangerous or other hazardous substances g. Completion of maintenance records and other relevant documentation h. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Machine and equipment manufacturers' specifications and maintenance instructions b. Enterprise work orders and instructions c. Industry codes and symbols d. Australian and enterprise quality standards and procedures e. Product change policies and procedures f. Enterprise or external personnel g. Work scheduling documentation h. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the setting up of machines for product change and operational maintenance of machines b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation and provision of supervisory information and instructions associated with workplace activities, and recording and reporting of work outcomes f. Quality requirements determined by customer, enterprise, and application of Australian and international standards 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 procedures as specified by machine and equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements including isolation or shutdown of machines, use of safety and lockout devices and attachment of appropriate warning tags a.2. interpret work orders a.3. interpret raw materials, product, and machine specifications needed for machine setting and maintenance a.4. perform normal testing, setting and maintenance of machines a.5. investigate improper operation of machines and identify and rectify operating problems a.6. conduct sample runs of machines and check products against required standards a.7. perform operator maintenance of work area a.8. document and communicate work related information including reporting of non-conforming outcomes and other problems
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: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. operating principles of machines and associated equipment a.3. technical specifications and repair manuals a.4. machine setting and adjustment principles and techniques a.5. typical fault conditions and relevant fault finding procedures a.6. maintenance and repair processes and techniques a.7. maintenance planning and workplace procedures a.8. enterprise stores procedures and procurement system a.9. relevant product quality standards a.10. safety and environmental aspects of relevant enterprise processes a.11. general housekeeping policies and procedures a.12. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. locate and interpret technical data b.3. set and operate machines b.4. test machines and analyse samples b.5. use relevant hand tools b.6. use lubricants, sealants, chemicals and cleaning agents and dispose of waste products b.7. maintain work area b.8. apply all relevant safety practices b.9. communicate effectively within the workplace b.10. document and transfer information
4. Resource implications	a. Access is required to real or appropriately simulated situations involving the testing, setting and maintenance of machines, including work areas, materials, relevant machines and equipment b. Access required to information on machine specifications and operation, enterprise production program and maintenance schedules, product requirements, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. establishing plans a.2. describing consequences a.3. completing tasks a.4. identifying procedure changes a.5. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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. Actions are taken promptly and 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 is completed systematically with attention to detail without damage to products, equipment or personnel f. Assessed on sufficient number of occasions or over sufficient period of time to ensure consistent performance across a typical range of machines, setting requirements and fault conditions
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 equipment used in Early Stage Wool Processing, 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	2	2	2	2	2	2

LMTQAGN-01A Apply quality standards

Field: Quality

This unit covers the skills and knowledge required to apply quality standards to work operations in a TCF enterprise. While the same basic quality principles are involved in the use of this competence at AQF 1, 2 and 3, their application at the higher AQF levels will usually be in a context requiring higher degrees of independence and decision making and more complexity in the work operations. This variation in context is described in the Range of Variables.

ELEMENT	PERFORMANCE CRITERIA
1. Assess own work	<ul style="list-style-type: none"> a. Completed work is continuously checked against workplace standards relevant to the operation being undertaken b. An understanding is demonstrated of how the work activities and completed work relate to the next production process or processes and to the final appearance of the TCF products concerned c. Faulty pieces or final products are identified and isolated d. Where required, the faults and any identified causes are recorded and/or reported to the supervisor concerned in accordance with workplace procedures
2. Assess quality of received component parts	<ul style="list-style-type: none"> a. Received materials, component parts or final products are continuously checked against workplace standards and specifications for such things as size, colour, fabric, alignment and finish b. An understanding is demonstrated of how the received materials or component parts relate to the current operation and how they contribute to the final appearance of the TCF product c. Faulty material or component parts related to the operator's work are identified and isolated d. Where required, the faults and any identified causes are recorded and/or reported to the supervisor concerned in accordance with workplace procedures e. Causes of any identified faults are identified and corrective action taken in accordance with workplace procedures
3. Measure parts	<ul style="list-style-type: none"> a. Materials, component parts or products are measured, as required, using the appropriate measuring instruments in accordance with workplace procedures
4. Record Information on production indicator	<ul style="list-style-type: none"> a. Basic information on the quality and other indicators of production performance is recorded in accordance with workplace procedures
5. Investigate causes of quality deviations	<ul style="list-style-type: none"> a. Causes of deviations from specified quality standards for materials, component parts or final products are investigated and reported, as required, using the appropriate measuring techniques in accordance with workplace procedures b. Suitable preventative action is recommended based on workplace quality standards and the identified causes of deviations from specified quality standards of materials, component parts or final products

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Competence should be demonstrated in the appropriate work context dependent on the level of responsibility being exercised: <ul style="list-style-type: none"> a.1. at AQF 1, competence will be demonstrated in the detection and reporting errors within defined workplace procedures a.2. at AQF 2, competence will be demonstrated in the detection of errors and in using initiative and judgement to take appropriate action in accordance with workplace procedures a.3. at AQF 3, competence will be demonstrated in the detection of errors, investigating causes, recommending preventative action and in making improvements and decisions which improve quality standards in accordance with workplace procedures b. Work is assessed in accordance with enterprise quality standards, relevant statutory requirements, organisation insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment may include	<ul style="list-style-type: none"> a. Work may be conducted in a large scale production or small business situation b. TCF products may include: <ul style="list-style-type: none"> b.1. textiles b.2. clothing b.3. footwear b.4. wool yarn b.5. cotton yarn b.6. hide, skin, leather products b.7. headwear and millinery b.8. canvas products and sails b.9. laundry b.10. dry cleaned items c. Quality standards may relate to <ul style="list-style-type: none"> c.1. materials c.2. component parts c.3. final product c.4. production processes d. Quality parameters may include: <ul style="list-style-type: none"> d.1. finish d.2. fit d.3. size d.4. durability d.5. product variations d.6. materials d.7. alignment d.8. colour d.9. damage and imperfections e. Quality checks may include <ul style="list-style-type: none"> e.1. visual inspection e.2. physical measurements e.3. checks against patterns, templates and guides f. Data entry/recording may include: <ul style="list-style-type: none"> f.1. keyboard f.2. written (including ticks or signs) f.3. verbal
3. Sources of information/documents may include	<ul style="list-style-type: none"> a. Quality and Australian standards and procedures b. Work instructions, patterns and designs c. Organisation work procedures d. Manufacturer's instructions for materials and equipment e. Organisational or external personnel f. Customer/s requirements
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the manufacture and quality outcomes for TCF products b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> b.1. workplace agreements and awards b.2. Federal or State/Territory legislation c. Standard work practice 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 may include being required to contribute to the quality improvement of team or section output, where necessary, in accordance with workplace procedures g. Safety, environmental, housekeeping and quality are as specified by materials/machine/equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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: <ol style="list-style-type: none"> interpret, relevant work instructions, standards and specifications appropriate to the assessee's work check and measure the relevant quality parameters interpret the results of quality checks in terms of specifications, patterns and work standards take required action where standards of materials, component parts, final product or work processes are found to be unacceptable maintain accurate records
2. Interdependent assessment of units	a. This unit may be assessed in conjunction with the other TCF units
3. Required knowledge and skills	a. Underpinning knowledge of: <ol style="list-style-type: none"> relevant quality standards, policies and procedures relevant TCF production processes, materials and products characteristics of materials used in the relevant TCF production processes safety and environmental aspects of relevant TCF production processes relevant measurement techniques and quality checking procedures workplace procedures reporting procedures b. Underpinning skills to: <ol style="list-style-type: none"> interpret work instructions, specifications, standards and patterns appropriate to the assessee's work carry out relevant visual inspections of materials, component parts and final products carry out relevant physical measurements maintain accurate work records in accordance with procedures carry out work in accordance with OH&S policies and procedures meet work specifications communicate effectively within defined workplace procedures interpret and apply defined procedures
4. Resource implications	a. Access to real or appropriately simulated TCF production situations including areas, materials, equipment, and information on work specifications/patterns, relevant safety procedures and regulations, quality standards, organisation procedures and customer requirements
5. Consistency in performance	a. Applies underpinning knowledge and skills when: <ol style="list-style-type: none"> interpreting work instructions, specifications, standards and patterns appropriate to the assessee's work describing consequences completing tasks identifying improvements within defined procedures applying safety precautions relevant to the task assessing operational capability of specified equipment used and work processes b. Shows evidence of application of relevant workplace procedures including: <ol style="list-style-type: none"> quality procedures hazard policies and procedures including codes of practice relevant to their job within defined procedures job procedures and work instructions waste, pollution and recycling management processes within defined procedures c. Action taken promptly, accidents and incidents reported in accordance with statutory requirements and enterprise procedures
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
2	2	1	2	1	2	2

LMTHRGN-01A Perform one-on-one training on the job

Field: Human Resources

This unit encompasses the skills and knowledge required to develop task skills of a trainee or employee through on-the-job training.

ELEMENT	PERFORMANCE CRITERIA
1. Prepare for on-the-job training	<ul style="list-style-type: none"> a. Specific task skills to be developed are identified and confirmed through consultation with appropriate personnel b. On-the-job training activities are developed in relation to identified skill needs and workplace performance requirements c. Training approaches are developed suited to the needs of the trainee/employee and the work environment d. Training activities are discussed and clarified with the trainee/employee
2. Demonstrate task skills	<ul style="list-style-type: none"> a. Task performance requirements, quality standards and OH&S requirements are explained clearly to trainee/employee b. Steps, processes and operations required are described and demonstrated to the trainee/employee c. Trainees/employees are encouraged to clarify their understanding of task, processes and performance requirements
3. Provide opportunities for practice	<ul style="list-style-type: none"> a. Practice opportunities are supported to ensure the trainee/employee achieves the tasks and skills required b. Progress of trainee/employee on the job is monitored during on-the-job training c. Feedback is given to trainee/employee, and to other relevant personnel, on their progress and performance d. Trainee/employee is encouraged to assess their own progress e. Provision is made for suitable additional training activity, as required, based on training progress
4. Review training	<ul style="list-style-type: none"> a. Performance of trainee/employee is reviewed and further practice needs are identified, as required b. Progress of trainee/employee is reported to appropriate personnel, as required, according to enterprise requirements

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work involves activities associated with the development of task skills through one-on-one, on-the-job training b. Limited discretion, initiative and judgement may be demonstrated on the job in own work, either individually or in a team environment 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	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. restricted space a.3. hazardous, controlled or exposed conditions b. Relevant information to identify task skills may include industry/enterprise competency standards or other performance measures, industry/workplace training practices, job descriptions, standard operating and/or other workplace procedures c. Appropriate personnel to report to or liaise with may include team leaders/supervisors/technical experts managers/employers, training and assessment coordinators d. Training activities and opportunities for practice generally include demonstrations, on-the-job training in a one-to-one setting e. Characteristics of the trainee may include information relating to language, literacy and numeracy needs, cultural, language and educational background, gender, physical ability, level of confidence, age, previous experience with the task and associated processes f. Resources for training may include workplace location, machines, equipment and materials, workplace personnel, OH&S and other workplace requirements, enterprise/industry standard operating procedures g. Production processes and associated machines/equipment include those generally operating in specific enterprises with a sector of the TCF industry h. Exposure to chemicals, dangerous or other hazardous substances i. Data recording, either using keyboard or manual recording applications j. Interaction/interface with other departments
3. Sources of information/documents may include	<ul style="list-style-type: none"> a. Industry/enterprise competency standards or other performance measures b. Industry/workplace training resources and practices c. Job descriptions d. Job procedures e. Standard operating and/or other workplace procedures f. Machine/equipment manufacturers' specifications and instructions g. Organisational or external personnel h. Quality standards i. OH&S and environmental standards
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to the development of task skills through one-on-one, on-the-job training b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> a.1. describe specific training needs and required task skills a.2. outline training activities and steps a.3. identify resources required to support the on-the-job training activity a.4. gather evidence to monitor trainee's/employee's progress a.5. review training activity a.6. apply workplace health and safety policies in work operations a.7. report outcomes
2. Interdependent assessment of units	a. This unit may be assessed independently or in conjunction with other units that form part of a job function
3. Required knowledge and skills	a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. task skills and associated processes and standards associated with the training activity a.2. workplace application of the relevant skills a.3. evidence required to assess performance and progress a.4. delivery of one-the-job training a.5. quality assurance standards and procedures a.6. relevant OH&S legislation, codes of practice, policies and procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. correctly use equipment and any other processes and procedures appropriate to the training activity b.2. communicate appropriately, consistent with the culture of the workplace and trainee/employee b.3. handle performance issues ethically, b.4. apply language, literacy and numeracy skills suited to trainee/employee b.5. analyse and record results in accordance with enterprise procedures b.6. carry out work in accordance with OH&S policies and procedures
4. Resource implications	a. Access is required to real or appropriately simulated situations of one-on-one, on-the-job training, 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: <ul style="list-style-type: none"> a.1. organising processes and resources a.2. interpreting training specifications a.3. describing consequences a.4. completing tasks a.5. identifying improvements a.6. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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
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 or equipment, production schedules, 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	2	2	2	1	2	3

LMTHRGN-02A Work in a team environment

Field: Human Resources

This unit encompasses the skills and knowledge to operate in a work based team environment.

ELEMENT	PERFORMANCE CRITERIA
1. Determine team role and scope	a. The role and scope of the team is identified from available information b. Team parameters, reporting relationships and responsibilities are identified from team discussions and appropriate external sources
2. Identify own role and responsibility within team	a. Own role and responsibilities within the team environment identified b. Roles and responsibility of other team members identified and recognised c. Reporting relationships within team and external to team identified
3. Plan team activities	a. Contribute to the development of team work plans based on an understanding of roles and parameters of team and own skills and competencies
4. Operate as a team member	a. Effective and appropriate forms of communication used and interactions undertaken with team members who contribute to known team activities and objectives b. Effective and appropriate contributions made to complement team activities and objectives, based on own skills and competencies c. Team agreed reporting lines followed using standard operating procedures

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work involves activities associated with working in a team environment within enterprises within specific sectors of the TCF Industry b. Limited discretion, initiative and judgement may be demonstrated on the job in own work, either individually or in a team environment 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	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. restricted space a.3. hazardous, controlled or exposed conditions b. Customers may be internal or external c. Work may be undertaken in various work environments d. Production processes and associated machines/equipment include those generally operating in the specific sector/enterprise of the TCF industry 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	<ul style="list-style-type: none"> a. Standard operating and/or other workplace procedures b. Job procedures c. Machine/equipment manufacturers' specifications and instructions d. Organisational or external personnel e. Client/supplier instructions f. Quality standards g. OH&S and environmental standards
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices associated with working in a team environment within enterprises within specific sectors of the TCF Industry b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> b.1. workplace agreements and awards b.2. Federal or State/Territory legislation g. Standard work practice including the storage, safe handling and disposal of chemicals h. Reporting actions include verbal and written communication in accordance with organisational policies and procedures i. Communication may be oral, written or visual and can include simple data j. 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 k. Safety, environmental, housekeeping and quality are as specified by machine/equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> a.1. locate, interpret and apply relevant information a.2. operate in a team to complete workplace activity a.3. work effectively with others a.4. convey information in written or oral form a.5. select and use appropriate workplace language a.6. follow designated work plan for the job a.7. apply workplace health and safety policies in work operations a.8. report outcomes
2. Interdependent assessment of units	a. This unit may be assessed independently or in conjunction with other units that form part of a job function
3. Required knowledge and skills	a. Underpinning knowledge and skills in terms of job function or role: <ul style="list-style-type: none"> a.1. operation of work systems, equipment and management, site and organisational operating procedures a.2. impact of job on enterprise and team and individual performance a.3. providing support to other team members a.4. modifying activities depending on team requirements and workplace contexts a.5. communicate appropriately, consistent with the culture of the workplace a.6. handle performance issues ethically a.7. relevant OH&S legislation, codes of practice, policies and procedures a.8. carry out work in accordance with OH&S policies and procedures
4. Resource implications	a. Access is required to real or appropriately simulated situations working in a team environment within enterprises within specific sectors of the TCF Industry, 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: <ul style="list-style-type: none"> a.1. establishing plans a.2. describing consequences a.3. completing tasks a.4. identifying improvements a.5. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> 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 or equipment, production schedules, 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	2	2	2	1	2	2

LMTHRGN-08A Follow defined OH&S policies and procedures**Field: Human Resources**

This unit covers the knowledge and skills required to follow defined occupational health and safety procedures relating to the work being undertaken, in order to ensure own safety and that of others in the workplace.

ELEMENT	PERFORMANCE CRITERIA
1. Identify and follow workplace procedures for hazard identification and risk control	<ul style="list-style-type: none">a. Hazards in the work area are recognised and reported to designated personnel according to workplace proceduresb. Workplace procedures and work instructions for controlling risks are identified and followed accuratelyc. Workplace procedures for dealing with accidents, fire and emergencies are known and followed
2. Contribute to participative arrangements for the management of occupational health and safety	<ul style="list-style-type: none">a. Occupational health and safety issues are raised with designated personnel in accordance with workplace procedures and relevant occupational health and safety legislationb. Contributions are made to participative arrangements for occupational health and safety management in the workplace within workplace procedures and scope of responsibilities

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed under some supervision, generally within a team environment b. Limited discretion, initiative and judgement may be demonstrated on the job in own work, either individually or in a team environment 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	<ul style="list-style-type: none"> a. Work conducted in a variety of environments such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. restricted spaces a.3. hazardous, controlled or exposed conditions a.4. day or night operations b. Work conducted in large scale, medium or small business situations c. Exposure to chemicals, other harmful substances, machinery and equipment including: <ul style="list-style-type: none"> c.1. chemicals, dangerous or other hazardous substances c.2. load shifting equipment such as overhead cranes, forklifts c.3. production machinery and equipment c.4. inflammable materials and fire hazards c.5. manual handling of materials and equipment c.6. waste management and disposal c.7. extremes in weather conditions c.8. variations in lighting levels c.9. a range of floor surfaces c.10. water hazards c.11. traffic flow, vehicle and equipment operation c.12. a range of storage areas d. Personnel in work area may include enterprise personnel, site visitors, contractors, official representatives e. Hazard identification may include: <ul style="list-style-type: none"> e.1. checking machinery/equipment and/or work area before and during work e.1. workplace inspections e.2. housekeeping f. Participative arrangements may include: <ul style="list-style-type: none"> f.1. formal and informal meetings f.2. occupational health and safety committees f.3. health and safety representatives f.4. suggestions, requests, reports and concerns put forward by employees g. Risk control may include: <ul style="list-style-type: none"> g.1. isolation procedures g.2. machine guards and safety devices g.3. traffic and pedestrian flow regulation
3. Source of information/documents may include	<ul style="list-style-type: none"> a. Goods identification numbers, codes and manifests b. Machine/equipment manufacturer's specifications and instructions c. Enterprise operating procedures including: <ul style="list-style-type: none"> c.1. hazard policies and procedures c.2. emergency, fire and accident procedures c.3. machine/equipment operating procedures c.4. personal safety procedures, including personal protective clothing and equipment c.5. risk/hazard identification and reporting procedures c.6. issue resolution procedures c.7. work instructions c.8. materials safety data sheets d. Codes of practice e. Consultative processes for occupational health and safety
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> b.1. workplace agreements and awards b.2. occupational health and safety b.3. Federal or State/Territory legislation c. Reporting actions include written and verbal communication in accordance with workplace policies and procedures
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> a.1. recognise and report hazard to designated personnel a.2. accurately follow workplace procedures relevant to controlling risks in the workplace a.3. communicate about hazards and risks in the workplace.
2. Interdependent assessment of units	a. This unit may be assessed in conjunction with other units that form part of a job role, such as a unit of competency relating to the operation of plant and equipment
3. Required knowledge and skills	a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. rights and responsibilities of parties under occupational health and safety legislation, regulations and codes of practice a.2. workplace occupational health and safety policies and procedures related to the job role or function a.3. workplace emergency and evacuation procedures a.4. the meaning of occupational health and safety signs and symbols a.5. workplace reporting procedures in regard to risks, hazards and accidents a.6. location and use of necessary safety equipment, including personal protective equipment a.7. safe operating procedures for relevant machinery/equipment b. Underpinning skills to: <ul style="list-style-type: none"> b.1. identify and apply risk control measures b.2. identify and report workplace hazards b.3. follow workplace procedures for accident and emergency situations b.4. carry out work, including the operation of relevant machinery/equipment, according to workplace occupational health and safety procedures
4. Resource implications	a. Access to policies, procedures and information on occupational health and safety b. Access to support personnel, engineering controls and personal protective equipment c. Access to relevant work areas for identification of hazards and control measures
5. Consistency in performance	a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. completing tasks a.2. identifying improvements a.3. applying safety precautions relevant to the task a.4. checking equipment and work area prior to the task a.5. using personal protective equipment a.6. identifying and reporting potential problems b. Action taken promptly, accidents and incidents reported in accordance with statutory and enterprise requirements c. Recognises and appropriately deals with cultural differences in the workplace, including modes of behaviour and interactions among staff and others d. Work completed systematically with attention to detail and without damage to goods, equipment or personnel
6. Context for assessment	a. Assessment may occur on the job or in an appropriately simulated workplace 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
1	2	1	2	1	1	1

LMTWDEW-01A Perform wool store operations

Field: Warehousing and Distribution

This unit covers the skills required to perform wool receivals, storage, despatch and distribution operations.

ELEMENT	PERFORMANCE CRITERIA
1. Perform receipt, despatch and distribution procedures	<ul style="list-style-type: none"> a. Baled wool is moved, placed and stacked in a safe manner following regulatory requirements and enterprise standard procedures b. Bales are placed and removed from and between vehicles, plant and storage areas using correct equipment and enterprise standard procedures c. Bales are placed in correct areas in accordance with enterprise standard procedures d. Work area and equipment are cleaned and maintained to meet enterprise and safety requirements e. Equipment is prepared, started and used in accordance with all safety and enterprise standard procedures f. Equipment is stopped or shut down in accordance with all safety and enterprise standard procedures g. Areas for marshalling and processing are identified in accordance with enterprise procedures h. Instructions, signs or labels for designated batches or specified purposes are correctly followed in accordance with enterprise standard procedures i. Minor maintenance and cleaning are performed in accordance with manufacturer's specifications and/or enterprise procedures
2. Monitor quality	<ul style="list-style-type: none"> a. Procedures for the identification of incoming and outgoing bales are applied according to enterprise requirements b. Procedures for the storage and movement of product are identified and applied according to enterprise requirements c. Any deviations from normal are recognised, isolated and reported in accordance with enterprise requirements d. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
3. Communicate store information	<ul style="list-style-type: none"> a. Paperwork from drivers and enterprise personnel is collected, interpreted and applied according to standard enterprise requirements b. Information regarding operations in work area is correctly relayed to and from other operators, shifts and supervisory personnel c. Documentation is correctly interpreted and records of receipts, despatch and movement correctly completed according to statutory requirements and enterprise standard procedures

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed either individually or within a team environment b. Work is conducted under routine supervision with the exercise of initiative, discrimination and judgement c. Occasional supervision of other personnel may be required d. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. restricted space a.3. hazardous, controlled or exposed conditions b. Work undertaken in accordance with established procedures using hand trucks and other manual and powered handling equipment such as: <ul style="list-style-type: none"> b.1. hand trolleys b.2. pallet trucks b.3. load shifting equipment such as forklifts, overhead cranes, or front end loaders, as appropriate c. Wool store operations tasks may include: <ul style="list-style-type: none"> c.1. loading, unloading, transporting and transferring products, materials and equipment c.2. storing products, materials and equipment c.3. completion of records and documents c.4. operator maintenance of handling equipment and working environment in accordance with enterprise requirements d. Exposure to chemicals, dangerous or other hazardous substances e. Information retrieval and recording, either using keyboard or manual applications f. Interaction with other workplace personnel
3. Sources of information and documents may include	<ul style="list-style-type: none"> a. Enterprise work orders and instructions b. Invoices, cartnotes, shipping orders, dockets, tags or other identification c. Enterprise or external personnel d. Work scheduling documentation e. Job procedures
4. Workplace context may include	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to: <ul style="list-style-type: none"> a.1. materials handling a.2. stores procedures including receipt and despatch, and distribution b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation of information and instructions associated with workplace activities and recording and retrieving information via keyboard or manual applications 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 procedures as specified by equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include	<ul style="list-style-type: none"> a. Occupational health and safety legislation relevant to workplace activities b. Workers' compensation legislation c. Environment protection legislation d. State and Territory legislation associated with the licensing and operation of load shifting equipment

Evidence Guide

1. Critical aspects of evidence to be considered	a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements a.2. interpret and apply information contained in work orders and instructions, cartnotes, dockets, signs, labels, tags and other relevant sources a.3. identify bales, materials, equipment and products a.4. monitor quality (i.e. condition) of all bales, materials, equipment and products handled and report irregularities a.5. handle, transport, stack and store bales, materials, equipment and products a.6. operate relevant goods and materials handling equipment a.7. identify areas used for marshalling and processing, in accordance with enterprise procedures a.8. perform operator maintenance of handling equipment and work area a.9. complete all relevant documentation and communicate work related information
2. Interdependent assessment of units	a. This unit may be assessed in combination with Operation of Load Shifting Equipment where operation of load shifting legislation applies
3. Required knowledge and skills	a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. relevant machine/equipment principles and operation a.3. relevant materials handling procedures a.4. quality standards, particularly regarding condition of goods and materials a.5. safety and environmental aspects of relevant enterprise processes a.6. general housekeeping policies and procedures a.7. planning and procedures for maintenance of work area a.8. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. apply all relevant safety practices b.3. load and unload materials b.4. communicate effectively within the workplace b.5. document and transfer information
4. Resource implications	a. Access is required to real situations involving wool store operations in early stage wool processing including work areas, materials, handling equipment, and information on task requirements, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. completing tasks a.2. identifying and implementing procedure changes a.3. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> b.1. hazard policies and procedures including codes of practice b.2. job procedures and work instructions b.3. quality procedures b.4. security procedures b.5. waste, pollution and recycling management processes c. Actions are taken promptly and 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 should preferably occur on the job but may be conducted in an appropriately simulated environment b. Competence should be demonstrated with a range of typical industry sector machines and equipment used in wool store operations, 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	2	2	2	2	1	1

LMTWDGN-01A Operate load shifting equipment

Field: Warehousing and Distribution

This unit encompasses activities associated with the operation of load shifting equipment within various sectors of the TCF industry.

ELEMENT	PERFORMANCE CRITERIA
1. Conduct routine operations and safety checks of load shifting equipment	<ul style="list-style-type: none"> a. Most appropriate load shifting device is selected b. Routine pre-use checks are undertaken in accordance with manufacturer specifications and regulatory safety requirements c. Non-compliance with specifications is reported for repair or replacement d. Load shifting device is prepared, started and used in accordance with all safety and enterprise standard procedures e. Load shifting device is stopped or shut down in accordance with all safety and enterprise standard procedures f. Minor maintenance and cleaning are performed in accordance with manufacturer's specifications and/or enterprise procedures
2. Shift loads	<ul style="list-style-type: none"> a. Load shifting device is operated within design specifications and safe working load b. Load is lifted, ensuring balance, vision of operation and protection of load c. Safe and efficient path of movement is selected and used d. Path of movement is checked and monitored for obstacles and hazards, and safety is maintained e. Environmental requirements and procedures concerned with waste, pollution and recycling of materials are correctly applied at all stages of the process
3. Place loads	<ul style="list-style-type: none"> a. Loads are placed ensuring safety, stability, and protection of material and avoidance of hazards on site
4. Communicate information	<ul style="list-style-type: none"> a. Information regarding operations in work area is correctly relayed to and from other operators, shift and supervisory personnel, as required b. Documentation is correctly interpreted and records of receivals, despatch and movement correctly completed according to statutory requirements and enterprise standard procedures

Range of Variables

VARIABLE	SCOPE
1. General context	<ul style="list-style-type: none"> a. Work is performed either individually or within a team environment b. Work is conducted under routine supervision with the exercise of initiative, discrimination and judgement c. Work is assessed in accordance with statutory requirements, enterprise insurance requirements, OH&S legislation, manual handling procedures and relevant health regulations
2. Worksite environment and practices may include:	<ul style="list-style-type: none"> a. Work conducted in a variety of environments, such as: <ul style="list-style-type: none"> a.1. operational workplace activities a.2. restricted space a.3. hazardous, controlled or exposed conditions b. Load shifting equipment may include front end loader/back hoe, ride-on forklift and pallet trucks, fixed and attachable job arms and the like, workshop or store travelling cranes, and/or chain blocks or load shifting equipment operated within limits of manufacturers recommended procedures and safe working loads c. All work and work practices are undertaken consistent with regulatory and legislative requirements d. Safety standards, licensing and environmental requirements are as specified by equipment manufacturers, regulatory authorities and the enterprise e. This unit applies to operational tasks may include: <ul style="list-style-type: none"> e.1. loading, unloading, transporting and transferring products, materials and equipment e.2. completion of records and documents e.3. operator maintenance of handling equipment and working environment in accordance with enterprise requirements f. Exposure to chemicals, dangerous or other hazardous substances g. Information retrieval and recording, either using keyboard or manual applications h. Interaction with other workplace personnel
3. Sources of information and documents may include:	<ul style="list-style-type: none"> a. Enterprise work orders and instructions b. Invoices, cartnotes, dockets, tags or other identification c. Enterprise or external personnel d. Work scheduling documentation e. Job procedures
4. Workplace context may include:	<ul style="list-style-type: none"> a. Work organisation procedures and practices relating to materials handling using load shifting equipment b. Conditions of service, legislation and industrial agreements including: <ul style="list-style-type: none"> 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 which include verbal and written communication in accordance with enterprise policies and procedures e. Oral, written or visual communication including completion of standard forms, interpretation of information and instructions associated with workplace activities and recording and retrieving information via keyboard or manual applications 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 procedures as specified by equipment manufacturers, regulatory authorities and the enterprise
5. Applicable regulations and legislation may include:	<ul style="list-style-type: none"> a. Occupational health and safety legislation relevant to workplace activities b. Workers' compensation legislation c. Environment protection legislation d. State and Territory legislation associated with the licensing and operation of load shifting equipment

Evidence Guide

1. Critical aspects of evidence to be considered	a. Assessment must confirm appropriate knowledge and skills to: <ul style="list-style-type: none"> a.1. comply with all relevant safety requirements a.2. interpret and apply information contained in work orders and instructions a.3. identify materials, equipment and products to be shifted a.4. handle, transport and place materials, equipment and products a.5. operate relevant goods and materials handling equipment a.6. perform basic operator maintenance of handling equipment and work area a.7. complete all relevant documentation and communicate work related information
2. Interdependent assessment of units	a. This unit may be assessed independently or with other relevant units making up job function
3. Required knowledge and skills	a. Underpinning knowledge of: <ul style="list-style-type: none"> a.1. relevant OH&S legislation, codes of practice, policies and procedures a.2. relevant machine/equipment principles and operation a.3. relevant materials handling procedures a.4. safety and environmental aspects of relevant enterprise processes a.5. general housekeeping policies and procedures a.6. procedures for maintenance of work area a.7. recording and reporting procedures b. Underpinning skills to: <ul style="list-style-type: none"> b.1. interpret and apply work instructions and established procedures b.2. apply all relevant safety practices b.3. load, unload and place materials b.4. communicate effectively within the workplace b.5. document and transfer information
4. Resource implications	a. Access is required to real situations involving the operation of load shifting equipment including work areas, materials, handling equipment, and information on task requirements, relevant safety procedures and regulations, quality standards, and enterprise procedures
5. Consistency in performance	a. Applies underpinning knowledge and skills when: <ul style="list-style-type: none"> a.1. completing tasks a.2. identifying and implementing procedure changes a.3. applying safety precautions relevant to the task b. Shows evidence of application of relevant workplace procedures including: <ul style="list-style-type: none"> b.1. hazard policies and procedures including codes of practice b.2. job procedures and work instructions b.3. quality procedures b.4. security procedures b.5. waste, pollution and recycling management processes c. Actions are taken promptly and 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 should preferably occur on the job but may be conducted in an appropriately simulated environment b. Competence should be demonstrated with a range of typical industry sector load shifting machines and equipment, 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	2	2	2	2	1	1