



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **TLIW2018A Operate hand held air/power equipment for production processes**

**Release: 1**

## **TLIW2018A Operate hand held air/power equipment for production processes**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Unit Descriptor**

This unit involves the skills and knowledge required to operate hand held air/power equipment for pallet production processes in accordance with workplace requirements. It includes identifying equipment and power requirements, setting up equipment and completing pre-use checks, operating hand held air and/or power equipment, and storing equipment appropriately after use. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

### **Application of the Unit**

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Work must be carried out in accordance with regulations and workplace requirements relevant to pallet manufacturing processes. Work is generally performed under some supervision, within a team/group environment. It involves the application of regulatory requirements and workplace procedures to the operation of hand held air and power equipment as part of pallet manufacturing processes in the transport, warehousing, distribution and/or storage industries.

### **Licensing/Regulatory Information**

Refer to Unit Descriptor

### **Pre-Requisites**

Not Applicable

## **Employability Skills Information**

**Employability Skills**            This unit contains employability skills.

## **Elements and Performance Criteria Pre-Content**

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the evidence guide.

## Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<b>1 Identify equipment and power requirements</b>	1.1 Equipment for drilling, cutting and grinding is identified and matched to work applications 1.2 Power and air supplies are identified for voltage, amperage, air pressure, lubrication and water separation 1.3 Emergency shut-down procedures are identified and followed when necessary 1.4 Appropriate workplace procedures and personal protective equipment are identified and used
<b>2 Set up equipment and complete pre-use checks</b>	2.1 Equipment settings, accessories and consumables are checked for appropriate condition 2.2 Manufacturers or workplace instructions for equipment are read and used to inform work practices 2.3 Equipment is set up for the required production process 2.4 Equipment is checked through the full operating range required for the task
<b>3 Operate hand held air/power equipment</b>	3.1 Equipment is operated in accordance with manufacturers and/or workplace instructions 3.2 Appropriate consumables including cooling and lubricating fluids are used where required 3.3 Provision is made to deal with waste, off-cuts and other by-products 3.4 Production techniques appropriate to the task are followed to meet required outcome 3.5 Finished materials are checked for conformity to quality/workplace standards 3.6 Faults/problems with materials or equipment are identified and action is undertaken in accordance with workplace procedures
<b>4 Store equipment appropriately</b>	4.1 Finished materials are directed to storage area or next production stage 4.2 Equipment is cleaned prior to storage 4.3 Equipment which is damaged, unserviceable or requiring service is tagged and appropriate steps are taken to arrange repair 4.4 Storage areas are maintained appropriately 4.5 Workplace documentation and records are completed as required

## Required Skills and Knowledge

### REQUIRED KNOWLEDGE AND SKILLS

## REQUIRED KNOWLEDGE AND SKILLS

This describes the essential knowledge and skills and their level required for this unit.

### Required knowledge:

- Regulations relevant to the operation of hand held air and power equipment as part of pallet manufacturing processes
- Relevant OH&S and environmental protection procedures and guidelines
- Workplace procedures and policies for the operation of hand held air and power equipment as part of pallet manufacturing processes
- Focus of operation of work systems, equipment, management and site operating systems for the operation of hand held air and power equipment as part of pallet manufacturing processes
- Problems that may occur when operating hand held air and power equipment as part of pallet manufacturing processes and appropriate action that can be taken to resolve the problems
- Production workflow during pallet production
- Types of hand held air and power equipment used in pallet manufacturing processes and the precautions and procedures that should be followed in their use
- Housekeeping standards and procedures required in the workplace
- Site layout and obstacles

### Required skills:

- Communicate effectively with others when operating hand held air and power equipment as part of pallet manufacturing processes
- Read and interpret instructions, procedures and information relevant to the operation of hand held air and power equipment as part of pallet manufacturing processes
- Interpret and follow operational instructions and prioritise work
- Complete documentation related to the operation of hand held air and power equipment as part of pallet manufacturing processes
- Operate electronic communication equipment to required protocol
- Work collaboratively with others when operating hand held air and power equipment as part of pallet manufacturing processes
- Adapt appropriately to cultural differences in the workplace, including modes of behaviour and interactions with others
- Promptly report and/or rectify any identified problems, faults or malfunctions that may occur when operating hand held air and power equipment as part of pallet manufacturing processes in accordance with regulatory requirements and workplace procedures
- Apply precautions and required action to minimise, control or eliminate hazards that may exist during work activities
- Plan own work including predicting consequences and identifying improvements
- Monitor work activities in terms of planned schedule

**Required skills:**

- Modify activities depending on differing operational contingencies, risk situations and environments
- Work systematically with required attention to detail without injury to self or others, or damage to goods or equipment
- Maintain air and power equipment
- Carry out visual inspection of board quality to Australian Standards AS 2858 and AS 2082
- Identify, select and efficiently and effectively use air and power equipment within pallet manufacturing processes
- Adapt to differences in equipment in accordance with standard operating procedures
- Select and use required personal protective equipment conforming to industry and OH&S standards

**Evidence Guide****EVIDENCE GUIDE**

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required knowledge and skills, the range statement and the assessment guidelines for this Training Package.

**Critical aspects for assessment and evidence required to demonstrate competency in this unit**

- The evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria of this unit and include demonstration of applying:
  - the underpinning knowledge and skills
  - relevant legislation and workplace procedures
  - other relevant aspects of the range statement

**Context of and specific resources for assessment**

- Performance is demonstrated consistently over a period of time and in a suitable range of contexts
- Resources for assessment include:
  - a range of relevant exercises, case studies and/or other simulated practical and knowledge assessment, and/or
  - access to an appropriate range of relevant operational situations in the workplace
- In both real and simulated environments, access is required to:
  - relevant and appropriate materials and equipment, and
  - applicable documentation including workplace

## **EVIDENCE GUIDE**

procedures, regulations, codes of practice and operation manuals

## EVIDENCE GUIDE

### Method of assessment

- Assessment of this unit must be undertaken by a registered training organisation
- As a minimum, assessment of knowledge must be conducted through appropriate written/oral tests
- Practical assessment must occur:
  - through activities in an appropriately simulated environment at the registered training organisation, and/or
  - in an appropriate range of situations in the workplace

## Range Statement

### RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance.

- Work may be conducted:
- in a range of work environments by day or night
- Customers may be:
- internal or external
- Workplaces may:
- large, medium or small worksites
- Workplace environment may include:
- movement of equipment, goods, products, materials and vehicular traffic
- The docking process is conducted:
- as part of manufacture/repair activities with the operator using discretion and judgement within established specifications
- Timber may be:
- hardwood or softwood
- Air/power equipment may include:
- chisels
  - nail guns
  - saws
  - grinders/sanders
  - drills
  - spray guns
  - socket drivers
  - compressors
  - glue guns
  - hot air guns
  - planes



## RANGE STATEMENT

Hazards in the work area may include exposure to:

- chemicals
- dangerous or hazardous substances
- stationary and moving equipment, parts and materials
- noise, light, energy sources
- electrical equipment
- humidity, air temperature, radiant heat
- debris on floor
- faulty racking
- poorly stacked materials or finished pallets
- faulty equipment

Personal protective equipment may include:

- gloves
- safety headwear and footwear
- safety glasses
- two-way radios
- high visibility clothing

OH&S requirements include:

- manual handling, protective clothing, elimination/control of hazards, machine isolation and machine guarding

Communication in the work area may include:

- phone
- fax
- email/internet
- barcode readers
- oral, aural or signed communications

Depending on the type of organisation concerned and the local terminology used, workplace procedures may include:

- company procedures
- enterprise procedures
- organisational procedures
- established or standard procedures

Consultative processes may involve:

- workplace personnel
- supervisors and managers
- customers/clients
- suppliers and contractors
- union representatives
- industrial relations and OH&S specialists
- other professional or technical staff

Information/documents may include:

- job specifications and workplace operating procedures
- relevant Australian or international standards
- manufacturers specifications for equipment/tools
- supplier and/or client instructions
- quality assurance standards for pallet manufacture
- material safety data sheets (where applicable)
- codes of practice including the National Standards for

## RANGE STATEMENT

Applicable regulations and legislation may include:

- Manual Handling and the Industry Safety Code
- relevant regulations including the ADG Code
  - award, enterprise bargaining agreement, other industrial arrangements
  - standards and certification requirements
  - emergency procedures
  - relevant codes and regulations pertaining to pallet manufacture
  - Australian Standards AS 2858 and AS 2082
  - relevant state/territory OH&S legislation
  - relevant state/territory environmental protection legislation
  - licence, patent or copyright arrangements
  - ADG Code and regulations
  - workplace relations regulations including equal opportunity, equal employment opportunity and affirmative action legislation
  - workers compensation regulations

## Unit Sector(s)

Not Applicable

## Competency Field

**Competency Field**

W - Equipment and Systems Operations