



**Australian Government**

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

# **ACMFAR306A Maintain, repair and manufacture hand tools used in farriery**

**Revision Number: 1**

## ACMFAR306A Maintain, repair and manufacture hand tools used in farriery

### Modification History

Not applicable.

### Unit Descriptor

|                        |                                                                                                                                                                                                                                             |
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| <b>Unit descriptor</b> | <p>This unit of competency covers the processes required to maintain, repair and make a variety of tools used in standard farriery workplaces.</p> <p>This unit forms part of the requirements of the trade qualification for farriery.</p> |
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### Application of the Unit

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| <b>Application of the unit</b> | <p>This unit is applicable to those working in a range of equine industries where farriery services are provided. Tools are made by hand by the farrier when commercially unavailable or when commercially available tools are deemed to be unsuitable for the specific purpose identified.</p> <p>In addition to legal and ethical responsibilities, all units of competency in the ACM10 Animal Care and Management Training Package have the requirement for animals to be handled gently and calmly. The individual is required to exhibit appropriate care for animals so that stress and discomfort is minimised.</p> |
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### Licensing/Regulatory Information

Not applicable.

## Pre-Requisites

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| <b>Prerequisite units</b> |  |  |
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## Employability Skills Information

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| <b>Employability skills</b> | This unit contains employability skills. |
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## Elements and Performance Criteria Pre-Content

|                                                                   |                                                                                                                                                                                                                                                                                                                  |
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| Elements describe the essential outcomes of a unit of competency. | Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide. |
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## Elements and Performance Criteria

| ELEMENT                                                                                        | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| 1. Maintain, repair and manufacture a range of hand tools used in standard farriery workplaces | <p>1.1. Unsafe, faulty or unsuitable <b>hand tools</b> are identified, and appropriately marked for repair, purchase of replacement stock or manufacture within the workshop.</p> <p>1.2. <b>Specifications</b> applicable to the hand tool to be <b>maintained</b>, repaired or manufactured in the workshop are identified.</p> <p>1.3. Safety procedures to be followed during the maintenance, repair and manufacture of hand tools are applied, including appropriate use of <b>personal protective equipment</b>.</p> <p>1.4. <b>Step-by-step procedures</b> in making or repairing hand tools are followed.</p> <p>1.5. Appropriate techniques are used to <b>temper or harden tools</b> made or repaired.</p> <p>1.6. Appropriate <b>quenching agents</b> are selected and used.</p> <p>1.7. Finished tool is checked against specifications and quality requirements.</p> |
| 2. Complete documentation and store hand tools appropriately                                   | <p>2.1. <b>Documentation</b> is completed to enterprise standards.</p> <p>2.2. Repaired and/or manufactured hand tools are safely stored in appropriate locations in accordance with standard operational procedures.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

#### Required skills

- adhere to OHS and animal welfare legislation, regulations and codes of practice
- complete documentation in accordance with workplace requirements
- maintain, repair and manufacture hand tools used by farriers to given specifications
- store hand tools safely and according to enterprise procedures
- literacy skills to read and follow organisational policies and procedures, including occupational health and safety (OHS), waste management and hygiene standards; follow sequenced written instructions; and record the information accurately and legibly
- oral communication skills/language to fulfil the job role as specified, including questioning, active listening, asking for clarification and seeking advice when required
- numeracy skills to estimate, calculate, record and apply routine workplace measure to required tasks
- problem-solving skills to select required materials and equipment and prioritise tasks
- use safe manual handling techniques and equipment
- use safe waste handling and disposal procedures.

#### Required knowledge

- enterprise documentation and storage procedures
- commercially available hand tools used by farriers and their purpose
- processes used in making, repairing and manufacturing of hand tools used by farriers
- safe work practices.

## Evidence Guide

| <b>EVIDENCE GUIDE</b>                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
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| <p>The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.</p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Overview of assessment</b>                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <p><b>Critical aspects for assessment and evidence required to demonstrate competency in this unit</b></p>                                                                                                                    | <p>The evidence required to demonstrate competence in this unit must be relevant to workplace operations and satisfy all of the requirements of the performance criteria, required skills and knowledge and the range statement of this unit. Assessors should ensure that candidates can:</p> <ul style="list-style-type: none"> <li>• identify the need for maintenance, repair or replacement of a range of farriery hand tools</li> <li>• undertake maintenance and repair of a range of farriery hand tools</li> <li>• make a variety of hand tools to given specifications.</li> <li>• store repaired or made hand tools safely and appropriately to reflect enterprise requirements</li> <li>• complete documentation of tasks.</li> </ul> <p>The skills and knowledge required to maintain, repair and manufacture hand tools used in farriery must be transferable to a range of work environments and contexts and include the ability to deal with unplanned events.</p> |
| <p><b>Context of and specific resources for assessment</b></p>                                                                                                                                                                | <p>Assessment of this unit is to be practical in nature and will be most appropriately assessed in worksites, where routine farriery tasks are performed, or in a situation that reproduces normal work conditions.</p> <p>There must be access to the appropriate equipment and/or resources to enable one to demonstrate competence.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <p><b>Method of assessment</b></p>                                                                                                                                                                                            | <p>To ensure consistency in one's performance, competency should be demonstrated, to industry defined standards, on more than one occasion over a period of time in order to cover a variety of circumstances and where possible, over a number of assessment activities.</p> <p>The assessment strategy must include practical skills assessment. Suggested strategies for this unit are:</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

| <b>EVIDENCE GUIDE</b>                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
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|                                            | <ul style="list-style-type: none"><li>• written and/or oral assessment of candidate's required knowledge</li><li>• observed, documented and first-hand testimonial evidence of candidate's application of practical tasks</li><li>• simulation exercises that reproduce normal work conditions</li><li>• third-party evidence</li><li>• workplace documentation</li><li>• portfolio.</li></ul> <p>This unit may be assessed in a holistic way with other units of competency relevant to the industry sector, workplace and job role.</p> |
| <b>Guidance information for assessment</b> | Assessment methods should reflect workplace demands (e.g. literacy and numeracy demands) and the needs of particular target groups (e.g. people with disabilities, Aboriginal and Torres Strait Islander people, women, people with a language background other than English, youth and people from low socioeconomic backgrounds).                                                                                                                                                                                                       |

## 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. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

|                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
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| <b><i>Hand tools</i></b> may include:                                  | <ul style="list-style-type: none"> <li>• buffer</li> <li>• forge tongs</li> <li>• uller/creaser</li> <li>• heel cutters</li> <li>• pritchels</li> <li>• punches</li> <li>• stamps</li> <li>• toe knife.</li> </ul>                                                                                                                                                                                                                                                                                                                                         |
| <b><i>Specifications</i></b> may include:                              | <ul style="list-style-type: none"> <li>• desired finish and requirements of the farriery service to be provided for a specific horse: <ul style="list-style-type: none"> <li>• corrective or supportive wedges, bars and other orthotic accessories</li> <li>• shape and type of shoe to be used</li> <li>• treatment requirements for of hoof condition</li> </ul> </li> <li>• durability or expected life of tools and the cost-benefit in repairing or replacing items</li> <li>• functionality</li> <li>• materials used</li> <li>• safety.</li> </ul> |
| Requirements to ensure tools are <b><i>maintained</i></b> may include: | <ul style="list-style-type: none"> <li>• ability to replicate features of tools to new condition</li> <li>• ability to shape and temper materials or tools</li> <li>• condition of handles</li> <li>• sharpness of blades and cutting surfaces.</li> </ul>                                                                                                                                                                                                                                                                                                 |
| <b><i>Personal protective equipment</i></b> may include:               | <ul style="list-style-type: none"> <li>• ensuring hair is tied back</li> <li>• jewellery is removed</li> <li>• eye and ear protection</li> <li>• farrier's apron</li> <li>• gloves</li> <li>• work boots</li> <li>• wrist guards.</li> </ul>                                                                                                                                                                                                                                                                                                               |

| <b>RANGE STATEMENT</b>                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
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| <b>Step-by-step procedures</b> may include:                   | <ul style="list-style-type: none"> <li>• appropriate steel selection determined by the type of operation the tool is used for</li> <li>• electric powered hand tools</li> <li>• liner</li> <li>• measuring devices</li> <li>• techniques used to make or repair tools:               <ul style="list-style-type: none"> <li>• splitting</li> <li>• twisting</li> <li>• riveting</li> <li>• welding</li> <li>• tempering</li> <li>• sharpening</li> </ul> </li> <li>• use of the forge and anvil.</li> </ul> |
| Techniques used to <b>temper or harden</b> tools may include: | <ul style="list-style-type: none"> <li>• application of heating and cooling to change the chemical composition of metal elements.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                |
| <b>Quenching agents</b> may include:                          | <ul style="list-style-type: none"> <li>• selection of agents will depend on metals being worked:               <ul style="list-style-type: none"> <li>• lime</li> <li>• oil</li> <li>• salt</li> <li>• water.</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                        |
| <b>Documentation</b> may include:                             | <ul style="list-style-type: none"> <li>• tool maintenance register</li> <li>• tool stocktake list.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                               |

## Unit Sector(s)

|                    |          |
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| <b>Unit sector</b> | Farriery |
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## Competency field

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| <b>Competency field</b> |  |
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## Co-requisite units

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| <b>Co-requisite units</b> |  |  |
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