



Australian Government

AUR31268B Select and apply trim/fabric materials

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit identifies the competence required to select, determine and implement the relevant methods of applying trim/fabric materials and adhesives.

Element	Performance Criteria
1. Select relevant materials and determine methods of attachment	1.1 Information required for the work is accessed from appropriate manufacturer's specifications and correctly interpreted. 1.2 Relevant occupational health and safety policies and procedures are observed throughout the work process. 1.3 Trim/fabric materials and adhesives, tools and equipment required for the work are identified, selected, and prepared in accordance with manufacturer's instructions and site procedures. 1.4 Trim and fabric system plans and designs are followed and application procedures selected in accordance with manufacturer's specifications and tolerances and site requirements. 1.5 Relevant legislation, industry guidelines and enterprise policies/procedures are followed. 1.6 Undue damage to equipment or machinery is avoided.
2. Select, prepare and apply relevant adhesive	2.1 Information required for the selection, preparation and application of adhesives is accessed from appropriate manufacturer's specifications and correctly interpreted. 2.2 Materials and equipment required for the application of adhesive(s) are identified, selected, and prepared in accordance with manufacturer's instructions and site procedures. 2.3 Adhesive procedures are completed in accordance with manufacturer's specifications and tolerances and site requirements. 2.4 Completed work is tested in accordance

with authorised procedures prior to placing into service.

2.5 The work is completed without causing damage to any component or system.

2.6 Workplace records are completed in accordance with site requirements.

Range of Variables

Applications

May include passenger/commercial vehicles, marine and aircraft applications, recreational and mining equipment and may involve clamping, crimping, gluing and sewing.

Sources of Information / Documentation

Manufacturer's specifications, enterprise operating procedures, component manufacturer's specifications, customer requirements and industry/workplace codes of practice.

Relevant Site Policies and Procedures

May include hazard policies and procedures, emergency, fire and accident procedures, personal safety procedures, procedures for the use of personal protective clothing and equipment, use of motor vehicles, issue resolution procedures, job procedures, work instructions, quality and environmental procedures.

Legislative Requirements

This includes state and territory legislation, occupational health and safety legislation and national/state codes of practice.

Occupational Health and Safety Procedures

May include safe manual handling and lifting, customers, staff, equipment/tools, premises and stock.

Emergency Procedures

May include sickness, accidents, fire or store evacuation involving staff or customers.

Resources

May include hand tools, power tools, air tools, special tools, computers, colour charts, catalogues and vehicle details.

Communications

Communications with the client/user may be face to face, by telephone or by other electronic means.

Recording of Information

Accurate records of all relevant information are to be completed and may be stored manually, electronically or by other means

Evidence Guide

Critical Aspects

It is essential that competence in this unit signifies the ability to transfer the competency to changing circumstances and to respond to unusual circumstances in the critical aspects of:

- communicating effectively with others in associated areas
- identifying and assessing hazardous situations and rectifying, where appropriate, or reporting to the relevant personnel
- applying relevant occupational health and safety policies and procedures
- selection and application of trim/fabric
- selection and application of adhesives
- completing essential post activity housekeeping.

Interdependent Assessment of Units

This unit may be assessed in conjunction with all common and technical units which form part of the normal job role.

Underpinning Knowledge

- General knowledge of common automotive terminology and vehicle safety requirements.
- Working knowledge of relevant OH&S regulations/requirements, equipment, material and personal safety requirements.
- Working knowledge of selection procedures for relevant trim/fabric materials.
- Working knowledge of selection procedures for relevant adhesives.
- Working knowledge of methods of attachment appropriate to trim/fabric and adhesive material types and their application.
- Working knowledge of site reporting procedures.

Underpinning Skills

- Plain English literacy and communication skills in relation to dealing with clients and provider/suppliers.
- Technical literacy and interpretative skills sufficient to interpret and apply common industry terminology, and interpret technical information and specifications related to trim/fabric materials and adhesives.
- Questioning and active listening skills, for example when obtaining information of safe working practices and trim/fabric materials and adhesives procedures.
- Manipulative and dexterity skills to apply trim/fabric materials and adhesives processes.
- Problem solving skills for a limited range of differing procedural circumstances.

Consistency in Performance

It is preferable that assessment reflects a process rather than an event and that it occurs over a period of time to cover the varying circumstances. Evidence of performance may be provided by clients, team leaders/members or other appropriate persons subject to agreed authentication arrangements.

Context for Assessment

Assessment of this unit must be completed on-the-job or in a realistically simulated work environment which reflects a range of selection and application of trim/fabric and adhesive materials.

Resource Implications

The following are required:

- a workplace or simulated workplace
- realistic situations requiring trim/fabric materials and adhesives procedures
- site or equivalent instructions on trim/fabric materials and adhesives processes
- appropriate materials, tools and equipment
- hazardous chemicals information
- a qualified workplace assessor.

Key Competencies & Application to Standards

		Level	
	1	2	3
Collecting, analysing & organising information	•		
Communicating ideas & information	•		
Planning & organising activities	•		
Working with others in teams	•		
Using mathematical ideas & techniques	•		
Solving problems	•		
Using technology	•		