



Australian Government

Department of Education, Employment and Workplace Relations

FPICOT3212B Replace saws, blades and guides

Release: 1

FPICOT3212B Replace saws, blades and guides

Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit describes the outcomes required to maintain equipment, including replacing blunt saws, blades, knives and guides

General workplace legislative and regulatory requirements apply to this unit; however there are no specific licensing or certification requirements at the time of publication

This unit replaces FPICOT3212A Replace saws, blades and guides

Application of the Unit

Application of the unit

The unit involves replacing saws, blades and guides in a forest products factory setting

The skills and knowledge required for competent workplace performance are to be used within the scope of the person's job and authority

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 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.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare for replacement	1.1. Applicable occupational health and safety (OHS), environmental, legislative and organisational requirements relevant to replacing saws, blades and guides are identified and followed 1.2. Work order is reviewed and clarified with appropriate personnel 1.3. Saws, blades and guides to be replaced are transported to designated machinery in line with site procedures and OHS requirements 1.4. Equipment is selected appropriate to work requirements and checked for operational effectiveness in line with manufacturer recommendations 1.5. Replacement process is planned in line with site procedures and environmental requirements 1.6. Communication with others is established and maintained in line with OHS requirements
2. Replace saws, blades and guides	2.1. Change over procedure is followed in line with OHS requirements and site procedures 2.2. Mechanical lifting aids are used in line with safety and site requirements 2.3. Mechanical and safety components are removed to provide access to saws or blades and guides without damage to components 2.4. Components are removed and temporarily stored in a safe location 2.5. Saw, blade or guide is removed and replacement parts are installed in line with manufacturer recommendations and site procedures 2.6. Mechanical and safety components are replaced and secured in line with manufacturer recommendations and site procedures 2.7. Serviced equipment is checked for correct alignment, position and overall free operational performance 2.8. Equipment faults and problems associated with the changing procedure are recorded and reported to the appropriate personnel

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- Technical skills sufficient to use and maintain relevant tools, machinery and equipment; efficiently and safely replace saws, blades and guides; efficiently and safely remove, replace, or adjust mechanical components on designated machines and equipment
- Communication skills sufficient to use appropriate communication and interpersonal techniques with colleagues and others
- Literacy skills sufficient to record and report workplace information; maintain documentation
- Numeracy skills sufficient to measure, estimate and calculate time required to complete a task
- Problem solving skills sufficient to identify problems and equipment faults; demonstrate appropriate response procedures

Required knowledge

- Applicable commonwealth, state or territory legislation, regulations, standards, codes of practice and established safe practices relevant to the full range of processes for replacing saws, blades and guides
- Environmental protection requirements, including the safe disposal of waste material, and the cleaning of plant, tools and equipment
- Organisational and site standards, requirements, policies and procedures for replacing saws, blades and guides
- Environmental risks and hazards
- Using energy effectively and efficiently
- Characteristics of saws, blades and guides
- Removal and replacement procedures
- Equipment components and their positioning and tolerance specifications in relation to other components
- Established communication channels and protocols
- Problem identification and resolution strategies, and common fault finding techniques
- Types of tools and equipment, and procedures for their safe use and maintenance
- Appropriate mathematical procedures for estimating and measuring, including calculating time to complete tasks
- Procedures for recording and reporting workplace information

Evidence Guide

EVIDENCE GUIDE

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.

Overview of assessment

A person who demonstrates competency in this unit must be able to provide evidence that they can safely and efficiently replace saws, blades and guides in line with organisational requirements

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 of this unit and include demonstration of:

- following applicable commonwealth, state or territory legislative and regulatory requirements and codes of practice relevant to replacing saws, blades and guides
- following organisational policies and procedures relevant to replacing saws, blades and guides
- replacing saws, blades and guides in line with the work order and prescribed organisational requirements

Context of and specific resources for assessment

- Competency is to be assessed in the workplace or realistically simulated workplace
- Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints
- Assessment of required knowledge, other than confirmatory questions, will usually be conducted in an off-site context
- Assessment is to follow relevant regulatory or Australian Standards requirements
- The following resources should be made available:
 - workplace location or simulated workplace
 - materials and equipment relevant to undertaking work applicable to this unit
 - specifications and work instructions

Method of assessment

- Assessment must satisfy the endorsed Assessment Guidelines of the FPI11 Training Package
- Assessment methods must confirm consistency and accuracy of performance (over time and in a range of workplace relevant contexts) together with

EVIDENCE GUIDE

application of required knowledge

- Assessment must be by direct observation of tasks, with questioning on required knowledge and it must also reinforce the integration of employability skills
- Assessment methods must confirm the ability to access and correctly interpret and apply the required knowledge
- Assessment may be applied under project-related conditions (real or simulated) and require evidence of process
- Assessment must confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances
- Assessment may be in conjunction with assessment of other units of competency
- The assessment environment should not disadvantage the candidate
- Assessment practices should take into account any relevant language or cultural issues related to Aboriginality, gender or language backgrounds other than English
- Where the participant has a disability, reasonable adjustment may be applied during assessment
- Language and literacy demands of the assessment task should not be higher than those of the work role

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.

OHS requirements:

are to be in line with applicable commonwealth, state or territory legislation and regulations, and organisational safety policies and procedures, and may include:

RANGE STATEMENT

- personal protective equipment and clothing
- safety equipment
- first aid equipment
- fire fighting equipment
- hazard and risk control
- fatigue management
- elimination of hazardous materials and substances
- safe forest practices, including required actions relating to forest fire
- manual handling including shifting, lifting and carrying

Environmental requirements may include:

- legislation
- organisational policies and procedures
- workplace practices

Legislative requirements:

are to be in line with applicable commonwealth, state or territory legislation, regulations, certification requirements and codes of practice and may include:

- award and enterprise agreements
- industrial relations
- Australian Standards
- confidentiality and privacy
- OHS
- the environment
- equal opportunity
- anti-discrimination
- relevant industry codes of practice
- duty of care

Organisational requirements may include:

- legal
- organisational and site guidelines
- policies and procedures relating to own role and responsibility
- quality assurance
- procedural manuals
- quality and continuous improvement processes and standards
- OHS, emergency and evacuation procedures
- ethical standards
- recording and reporting requirements
- equipment use, maintenance and storage

RANGE STATEMENT

	requirements
	• environmental management requirements (waste minimisation and disposal, recycling and re-use guidelines)
Work order is to include:	• instructions for the removal of saws, blades and guides in designated equipment
	and may also include:
	• instructions for the environmental monitoring of work and procedures • environmental care requirements relevant to the work
Appropriate personnel may include:	• supervisors • suppliers • clients • colleagues • managers
Saws, blades and guides may include:	• circular saws • canter or chipper head blades and knives • narrow and wide band saw blades • guides for various types of sawing machines
Replacement	is the process of removal and installation of reconditioned or new saws, blades and guides in various types of cutting equipment
Transport is to include:	• mechanical aids, such as mobile trolleys used to convey: • saws • knives • guides • tools • other required equipment to the work area
Equipment is to include:	• spanners, wrenches and sockets for removing parts • any other equipment used for holding, lifting or shifting mechanical components
Communication may include:	• verbal and non-verbal language • constructive feedback • active listening • questioning to clarify and confirm understanding • use of positive, confident and cooperative

RANGE STATEMENT

- Changeover procedure** is to include:
- Mechanical lifting aids** may include:
- Components** include:
- Records and reports** may include:
- language
 - use of language and concepts appropriate to individual social and cultural differences
 - control of tone of voice
 - isolation of the equipment
 - removal of the components, saws, blades or guides and the replacement of all these parts
 - block and chain
 - pedestrian-operated crane
 - pulley system
 - mechanical and safety components, such as:
 - electrical motors
 - riving knives
 - access covers
 - saw guards
 - extraction equipment
 - product type and size
 - inspection information
 - maintenance outcomes
 - common and recurring faults
 - malfunctions and damage
 - hazards and incidents
- and may be:
- manual
 - a computer-based system
 - other appropriate organisational communication system

Unit Sector(s)

Not Applicable

Competency field

Competency field Common Technical