



**Australian Government**

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

# **FPICOT3227B Receive and measure logs**

**Release: 1**

## **FPICOT3227B Receive and measure logs**

### **Modification History**

Not Applicable

### **Unit Descriptor**

**Unit descriptor** This unit describes the outcomes required to measure logs for length and diameter, as well as estimate and calculate log weight and volume. The unit includes weighing trucks, and receiving and recording log deliveries

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 FPICOT3227A Receive and measure logs

### **Application of the Unit**

**Application of the unit** The unit involves receiving and measuring logs 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. Estimate log weights and volumes | <p>1.1. Applicable <b>occupational health and safety</b> (OHS), <b>environmental</b>, <b>legislative</b> and <b>organisational requirements</b> relevant to <b>receiving</b> and <b>measuring logs</b> are identified and followed</p> <p>1.2. <b>Communication</b> with others is established and maintained in line with OHS requirements</p> <p>1.3. Type and quantity of material to be received is inspected and checked for potential hazards, obstructions and spillage in line with site procedures</p> <p>1.4. Length and average diameter of logs are measured</p> <p>1.5. Estimated log weights and volumes are calculated in line with <b>organisation formulas</b></p> |
| 2. Check, estimate and record loads | <p>2.1. Trucks delivering loads are stopped, and <b>documents</b> and delivery records are checked</p> <p>2.2. Load height and stability are checked for compliance with OHS regulations</p> <p>2.3. Log species, size and quality acceptable for delivery are assessed</p> <p>2.4. Weight and volume of each log are calculated and recorded</p> <p>2.5. Processing of documentation and equipment faults are <b>recorded and reported</b> to the <b>appropriate personnel</b></p>                                                                                                                                                                                                 |
| 3. Weigh trucks                     | <p>3.1. <b>Gross weight</b> is measured using the <b>weighbridge</b> in line with statutory regulations</p> <p>3.2. Truck <b>tare</b> weight is obtained from existing records or need for weighing is noted</p> <p>3.3. Truck tare weight is measured on departure using the weighbridge in line with statutory regulations</p> <p>3.4. <b>Net weight</b> is calculated and recorded with type of logs delivered in line with site requirements</p>                                                                                                                                                                                                                                |
| 4. Direct trucks for unloading      | <p>4.1. Log yard personnel are notified of impending delivery and unloading requirements</p> <p>4.2. Trucks are directed to unloading area in line with log classification</p> <p>4.3. Truck movement is monitored and coordinated to ensure a safe operating environment</p>                                                                                                                                                                                                                                                                                                                                                                                                       |

## 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 receive and measure logs
- Communication skills sufficient to use appropriate communication and interpersonal techniques with colleagues and others
- Literacy skills sufficient to record and maintain information relating to receiving and measuring logs
- 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 receiving and measuring logs
- Environmental protection requirements, including the safe disposal of waste material, and the minimisation of carbon emissions
- Organisational and site standards, requirements, policies and procedures for receiving and measuring logs
- Environmental risks and hazards
- Using energy effectively and efficiently
- Log truck operations and weighing
- Measurements and formulas for weights and volumes of logs
- Estimating procedures
- 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 receive and measure logs 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 receiving and measuring logs
- following organisational policies and procedures relevant to receiving and measuring logs
- receiving and measuring logs and conveying material to loading areas
- weighing trucks to ensure they follow regulations
- estimating and calculating log weights and volume

### 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

## EVIDENCE GUIDE

workplace relevant contexts) together with 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

## RANGE STATEMENT

may include:

- 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
- legislation
- organisational policies and procedures
- workplace practices

**Environmental requirements**  
may include:

**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

## RANGE STATEMENT

- recording and reporting requirements
  - equipment use, maintenance and storage requirements
  - environmental management requirements (waste minimisation and disposal, recycling and re-use guidelines)
- Receiving** is to include:
- delivery of logs to site
  - communicating with the log truck driver
  - checking documentation
  - checking and confirming the load
- Measuring logs:**
- is conducted using measuring equipment, such as measuring tapes
- and may include:
- electronic measuring equipment
- Communication** may include:
- verbal and non-verbal language
  - constructive feedback
  - active listening
  - questioning to clarify and confirm understanding
  - use of positive, confident and cooperative language
  - use of language and concepts appropriate to individual social and cultural differences
  - control of tone of voice
- Organisation formulas** may include:
- enterprise set formulas and data tables used to estimate and calculate weights and volumes
- Documents** include:
- weighbridge dockets
  - order dockets
  - delivery records
  - quality and accounting records
  - tally sheets
  - quality assurance forms
  - load manifests
  - payment instructions
- Records and reports** may include:
- log truck operations
  - log types
  - size
  - inspection and labelling outcomes
  - storage locations
  - quality outcomes

**RANGE STATEMENT**

- hazards
- incidents
- equipment malfunctions

and may be:

- manual
- a computer-based system
- other appropriate organisational communication system

**Appropriate personnel** may include:

- supervisors
- suppliers
- clients
- colleagues
- managers

**Gross weight**

is the full weight of a truck, its load of logs, and any fuel it may be carrying

**Weighbridge**

is the device trucks drive onto to weigh their load and tare, where a weighing plate has been built into the section of road or bridge to provide a weight reading

**Tare**

is an allowance made for the weight of a truck without its fuel or load

**Net weight**

is gross weight less tare

**Unit Sector(s)**

Not Applicable

**Competency field**

**Competency field**

Common Technical