



Australian Government

Department of Education, Employment and Workplace Relations

FPICOT3230B Operate automated stacking equipment

Release: 1

FPICOT3230B Operate automated stacking equipment

Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit describes the outcomes required to use automatic or semi-automatic stacking equipment to plan, build, monitor, strap and record packs of timber or timber products, preparing them for despatch

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 FPICOT3230A Operate automatic stacking equipment

Application of the Unit

Application of the unit

The unit involves operating automatic stacking equipment 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 stacking	1.1. Applicable occupational health and safety (OHS), environmental, legislative and organisational requirements relevant to operating automatic stacking equipment are identified and followed 1.2. Work order is reviewed and clarified with appropriate personnel 1.3. Type and quantity of timber products to be stacked are assessed and acquired from the storage location 1.4. Equipment is selected appropriate to work requirements and checked for operational effectiveness in line with manufacturer recommendations 1.5. Stacking 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. Automatically stack timber products	2.1. Pre-startup checks are carried out on equipment in line with site requirements 2.2. Stacking machine is set up to produce planned pack sizes in line with manufacturer's specifications 2.3. Packs are built using consistent material type, size and thickness 2.4. Bearers and protective strips appropriate to pack type are checked for consistent thickness and damage, and then placed squarely, evenly and consistently 2.5. Stacked material is monitored for grade and quality, with unacceptable components removed and reprocessed 2.6. Unacceptable components that cannot be reprocessed are disposed of in line with site procedures and environmental requirements 2.7. Packs are stacked to correct material count or dimension and checked to be safely stacked in line with site requirements 2.8. Packs are strapped, wrapped and tagged or labelled 2.9. Strapping, wrapping, tagging and labelling waste material is minimised and dealt with in line with site procedures and environmental requirements 2.10. Stacking process and equipment faults are recorded and reported to the appropriate personnel

ELEMENT**PERFORMANCE CRITERIA**

- | | |
|---------------------------------|---|
| 3. Conduct operator maintenance | 3.1. Equipment lock-out procedures are followed in line with OHS legislation and site procedures |
| | 3.2. Automatic stacking machine mechanisms are checked, maintained and cleaned |
| | 3.3. Stacking area is kept clear of dust, off-cuts and debris in line with OHS and environmental requirements |

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 operate automatic stacking equipment; efficiently and safely build packs
- 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 operating automatic stacking equipment
- Environmental protection requirements, including the safe disposal of waste material (including preservative treated timber), and the minimisation of carbon emissions
- Organisational and site standards, requirements, policies and procedures for operating automatic stacking equipment
- Environmental risks and hazards
- Using energy effectively and efficiently
- Automatic stacking techniques
- Procedures for building and stacking packs safely and to requirement

REQUIRED SKILLS AND KNOWLEDGE

- Grading markings and quality standards
- Pack weight and dimensions
- Storage systems and labelling 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 operate automatic stacking equipment 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 operating automatic stacking equipment
- following organisational policies and procedures relevant to operating automatic stacking equipment
- operating automatic stacking equipment in readiness for despatching packs
- setting automatic stacking equipment parameters
- conducting operator maintenance on automatic stacking equipment

Context of and specific resources for assessment

- Competency is to be assessed in the workplace or realistically simulated workplace

EVIDENCE GUIDE

- 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 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

EVIDENCE GUIDE

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:

- 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

RANGE STATEMENT

- Organisational requirements** may include:
- OHS
 - the environment
 - equal opportunity
 - anti-discrimination
 - relevant industry codes of practice
 - duty of care
 - 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 requirements
 - environmental management requirements (waste minimisation and disposal, recycling and re-use guidelines)
- Work order** is to include:
- instructions for the automatic stacking of material
- and may include:
- type
 - width
 - length
 - thickness
 - quantity
 - 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
- Timber products** may include:
- native timber species

RANGE STATEMENT

- imported timber species
- dressed timber
- in-the-rough timber
- stress and non-stress graded timber and preservative treated timber
- laminated veneer
- chipboard
- fibreboard, including medium density fibreboard
- plywood

Stacking

is the process of building up a pack of timber products from the ground up, to the specified number of products or pack dimensions

Storage locations may include:

- storage racks
- storage bays
- bins
- stacks
- pallet boxes
- modularised storage components
- temporary stacking bays (stand, frame or ground)

and may be divided into:

- standard product classification
- product designation
- size
- dimension
- stack number
- weight
- grade
- shelf life
- stock rotation position

Equipment is to include:

- procedures for equipment lock-out, such as protecting operators and co-workers from accidental injury by isolating the machine from the power source

and may include:

- automatic and semi-automatic stacking machines

Communication may include:

- verbal and non-verbal language

RANGE STATEMENT

	• 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
Pre-startup checks are conducted to ensure:	• equipment has been set up correctly • systems are performing accurately • equipment is operating to optimum performance
Packs	are the completed sets of timber or timber products, which have been stacked and strapped to meet work order requirements and are ready for despatch
Bearers and protective strips:	• are used to set the timber products on • provide spacing where necessary • provide protection from strapping
Disposing of may include:	• recycling unacceptable components that cannot be reprocessed • re-using unacceptable components that cannot be reprocessed • redirecting unacceptable components that cannot be reprocessed for energy recovery
Strapping may include:	• securing bundles with metal or plastic straps • tightening and tensioning, using hand-held equipment to prevent slippage, strap breakage and damage to products
Wrapping	is the process of placing plastic sheeting over packs of material to protect them from weather and transport damage
Tagging and labelling may include:	• client identification • destination • address • contents • special instructions • handling instructions
Dealing with may include:	• recycling strapping, wrapping, tagging and

RANGE STATEMENT

- Records and reports** may include:
- labelling waste material
 - sending strapping, wrapping, tagging and labelling waste material to waste
 - automatic stacking requirements
 - product type
 - size
 - inspection information
 - grading and marking outcomes
 - storage locations
 - quality outcomes
 - hazards
 - incidents
 - equipment malfunctions
- and may be:
- manual
 - a computer-based system
 - other appropriate organisational communication system

Unit Sector(s)

Not Applicable

Competency field

Competency field Common Technical