



Australian Government

FWPCOT2255 Store materials

Release: 1

FWPCOT2255 Store materials

Modification History

Release	Comments
Release 1	This version released with FWP Forest and Wood Products Training Package Version 6.0.

Application

This unit of competency describes the skills and knowledge required to receive, check conformity and store packs of timber and timber products in a timber racking system and storage bay.

The unit applies to sawmill workers, production workers or manufacturing assistants who undertake specified activities under the direction of more experienced workers.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Unit Sector

Common Technical (COT)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Receive materials	1.1 Determine job requirements from work order or instructions, and where required, seek clarification from appropriate person 1.2 Confirm safety and environmental requirements for the task according to workplace procedures 1.3 Select, fit and use personal protective equipment (PPE) 1.4 Release or unbind packs in a clear area to avoid obstruction of walkways, personal injury and damage to material

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	1.5 Check material tallies against job quantity list and conformity against product specification 1.6 Report packs not meeting work order requirements or containing contaminated material to appropriate person
2. Prepare for storage	2.1 Determine method of handling products, and select lifting equipment or request assistance with lifting 2.2 Inspect and check the type and quantity of material for grading, labelling and storage 2.3 Sort and safely place materials to be stored on a stand, frame or on the ground 2.4 Regularly clear area of packing and loose material according to workplace safety requirements 2.5 Select and isolate required storage locations according to workplace procedures
3. Categorise, store and record materials	3.1 Separate material into grade, size, quality and category to meet product specification 3.2 Designate and label storage locations and safely store materials in designated areas 3.3 Discard material not meeting quality standard requirements 3.4 Complete and maintain records according to workplace procedures
4. Clean up	4.1 Clean work area and dispose of, recycle or reuse leftover material according to workplace environmental requirements 4.2 Clean and maintain tools, and report any faulty or damaged tools 4.3 Return tools and equipment to allocated storage areas

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
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Skill	Description
Reading	Interpret relevant information from workplace documentation to safely handle and store materials
Oral communication	Ask questions and actively listen to clarify contents of work orders

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FWPCOT2255 Store materials	FWPCOT2228 Store materials	Application clarified Element added and Performance Criteria re-sequenced Foundation Skills and Assessment Requirements updated	Equivalent

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0d96fe23-5747-4c01-9d6f-3509ff8d3d47>

Assessment Requirements for FWPCOT2255 Store materials

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Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has received, prepared and stored a minimum of three packs containing different products into an allocated storage area, and:

- visually checked product for alignment with quality and grade
- applied manual or mechanical handling techniques according to workplace safety procedures.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- workplace policies and procedures relevant to receiving and storing timber products
- methods of visual estimation, grading, colour identification and tagging
- industry standard lengths, cross sections, appearance grades of timber products
- processes, procedures and techniques for storing timber and timber products
- workplace safety requirements relevant to storing timber materials:
 - personal protective equipment (PPE)
 - hazardous manual handling
 - exposure to dust
- requirements for disposing of waste according to workplace safety and environmental procedures
- purpose, features and operation of lifting equipment:
 - fork lifts
 - slings
 - trolley jacks
 - gantry cranes
 - loaders
- procedures for recording and reporting receipt of stock.

Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:

- physical conditions:
 - skills must be demonstrated in a timber manufacturing or processing facility or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - packs of timber products
 - mechanical lifting equipment
 - PPE
- specifications:
 - access to workplace environmental policies and procedures relating to disposal of waste applicable to storing timber materials
 - access to work orders and workplace safety procedures relating to handling and storing timber materials
 - access to workplace procedures and forms for storing and recording storage outcomes
- relationships:
 - team members/supervisor to confirm work orders and report work-related issues.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

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