



Australian Government

FWPWPP3208 Punch peg holes in panels

Release: 1

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Modification History

Release	Comment
1	Replaces equivalent unit FPIWPP3208B Punch peg holes in panels, which was first released with FPI11 Forest and Forest Products Training Package Version 2.2. This is the first release of this unit in the new standards format.

Application

This unit of competency describes the outcomes required to punch peg holes in thin panel products to produce a peg board, using a hole punching machine.

The unit applies to production operators and technicians who punch peg holes in panels in a forest and wood products factory setting and includes operator maintenance.

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

Pre-requisite Unit

Nil

Unit Sector

Wood Panel Products

Elements and Performance Criteria

<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions.</i>
1. Prepare for hole punching	1.1 Review work order and where required check with appropriate personnel. 1.2 Select appropriate personal protective equipment and check for operational effectiveness. 1.3 Obtain type and quantity of material to be punched from storage location. 1.4 Plan punching process and hole lay out in line with work order.

2. Punch peg holes	2.1 Use equipment in line with organisational safety procedures, manufacturer's instructions and environmental protection practices. 2.2 Complete pre start-up equipment checks to ensure operational effectiveness. 2.3 Feed material into machine at prescribed feed rate. 2.4 Follow punching sequence, and adjust to produce required quantity and maximum feed rate. 2.5 Check punching process regularly and adjust to maintain desired quality and output. 2.6 Dispose of sub-standard material in line with environmental protection practices. 2.7 Stack material safely in designated location in line with work order.
3. Complete operator maintenance	3.1 Follow organisational safety procedures to lock out equipment. 3.2 Check punches for bluntness or damage. 3.3 Remove and replace punches in line with manufacturer's recommendations. 3.4 Keep machine area clear of dust and debris in line with organisational safety procedures. 3.5 Record and report production outcomes, equipment faults and maintenance requirements to appropriate personnel.

Foundation Skills

This section describes those core and employment skills that are essential to performance and are not explicit in the performance criteria.

Numeracy skills to:	- identify quantities of required material within work orders and count number of panels to be punched - calculate the feed rate to optimise quality and quantity of production output.
Oral communication skills to:	ask questions and actively listen to clarify contents of work orders.
Reading skills to:	- interpret: - workplace health and safety and other organisational procedures - work orders - manufacturers' instructions and maintenance

	recommendations.
Writing skills to:	• complete accurate basic records for production outcomes, equipment faults and maintenance requirements.
Planning and organising skills to:	• efficiently and logically sequence the stages of preparation and production using work order to guide activities.

Range of Conditions

Not Applicable

Unit Mapping Information

FPIWPP3208B Punch peg holes in panels

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0d96fe23-5747-4c01-9d6f-3509ff8d3d47>

Assessment Requirements for FWPWPP3208 Punch peg holes in panels

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Release	Comment
1	Replaces equivalent unit FPIWPP3208B Punch peg holes in panels, which was first released with FPI11 Forest and Forest Products Training Package Version 2.2. This is the first release of this unit in the new standards format. Assessment requirements now specify the performance and knowledge evidence, as well as assessment conditions for this unit of competency. These sections simplify and replace components used in the previous unit format, including Required Skills and Knowledge, Evidence Guide and Range Statement.

Performance Evidence

A person demonstrating competency in this unit must satisfy all of the elements, performance criteria and foundation skills of this unit. If a specific volume or frequency is not stated below, then evidence must be provided that the following requirements have been performed on at least one occasion:

- produce punched panels in line with individual work orders for each panel type prescribing different hole layouts/patterns and number of panels; material type include:
 - medium density fibreboard
 - chipboard
 - fibreboard
- for each of the above jobs, stack batches of punched panels in storage location according to material type, dimension and hole layout/pattern
- after each of the above jobs, complete operator maintenance on the punching machine used.

Knowledge Evidence

A person competent in this unit must be able to demonstrate knowledge of:

- environmental protection practices for forest products factory settings:
 - reducing water and energy use
 - cleaning plant, tools and equipment
 - disposing of, recycling and reusing timber and other waste
- storage layout and categories for:
 - raw materials

- stacking finished panels
- typical panel defects and how they affect ability to produce quality punched panels:
 - warp
 - wane
 - cupping
- common uses for punched panels and typical hole layout/patterns
- typical work flow processes and veneer punching techniques for optimising use of panels
- appropriate range of feed rates to produce specified hole layout/pattern and quality finish
- features of defects in finished panels which would trigger rejection and disposal:
 - incorrect margins
 - incorrect patterns
 - doglegs
- purpose, features and operation of equipment used to punch peg holes in panels:
 - measuring equipment
 - punching machines
- methods for assessing punch condition and completing basic non-specialist repair and maintenance for punching machines
 - organisational procedures specific to punching peg holes in panels:
 - workplace health and safety with particular emphasis on equipment lock out and use of personal protective equipment
 - communication reporting lines
 - recording and reporting production outcomes, equipment faults and maintenance requirements.

Assessment Conditions

The following resources must be made available:

- measuring equipment
- punching machines
- maintenance tools and equipment
- personal protective equipment suitable for punching peg holes in panels
- commercial timber panels which must include one or more of the following:
 - medium density fibreboard
 - chipboard
 - fibreboard
- manufacturers' instructions for use and maintenance of equipment
- work order with specific instructions for the punching and storing timber panel products
- template documents for recording production outcomes, equipment faults and maintenance requirements
- relevant personnel for the purposes of communicating information
- organisational procedures for punching peg holes in panels.

Competency is to be assessed in the workplace or a simulated environment that accurately reflects performance in a real workplace setting.

Assessor requirements

Assessors must:

- hold the appropriate assessor competency standards as outlined in regulations; and
- be able to demonstrate vocational competencies at least to the level being assessed; and
- be able to demonstrate how they are continuing to develop their VET knowledge and skills as well as maintaining their industry currency and assessor competence.

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