



Australian Government

FWPWPP3215 Cut paper

Release: 1

FWPWPP3215 Cut paper

Modification History

Release	Comment
1	Replaces equivalent FPIWPP3215B Cut paper, 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 cut resin impregnated paper of different thicknesses in roll form to width and length in readiness for lamination processes.

The unit applies to production operators and technicians who cut paper in a forest and wood products factory setting.

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 cutting	1.1 Review work order and where required check with appropriate personnel. 1.2 Identify type and quantity of paper to be cut. 1.3 Select appropriate personal protective equipment and check for operational effectiveness. 1.4 Select cutting process and plan in line with work order.
2. Cut paper	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 Coordinate conveyor and guillotine operation with paper production. 2.4 Select optimal cutting positions to minimise defects and maximise full width sheets. 2.5 Monitor feed rate and conveyors regularly for material flow problems and complete paper cutting. 2.6 Assess paper visually throughout cutting process for strength and defects.
3. Redistribute material	3.1 Direct paper to storage or processing operations in line with work order. 3.2 Dispose of off cuts and defective material in line with environmental protection practices 3.3 Clean work area in line with organisational safety procedures. 3.4 Record and report production outcomes and equipment faults 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 amount of paper to be processed - complete basic calculations of required length and width to determine equipment set up.
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.
Writing skills to:	complete accurate basic records for production outcomes and equipment faults.

Planning and organising skills to:	efficiently and logically sequence the stages of preparation and production using work order to guide activities.
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Range of Conditions

Not Applicable

Unit Mapping Information

FPIWPP3215B Cut paper

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 FWPWPP3215 Cut paper

Modification History

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1	Replaces equivalent FPIWPP3215B Cut paper, 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:

- complete paper cutting in line with individual work orders prescribing different:
 - thickness of paper
 - width of cut
 - length of cut
 - cutting method
 - quantity to be processed
- for each of the above jobs, direct cut paper to appropriate storage location or to downstream processing.

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 paper
- typical flow of material supply in and out of the paper cutting area
- typical work flow processes and paper cutting techniques for optimising sheet sizes
- methods used to visually assess condition of paper for strength and typical defects:
 - incorrect moisture content

- paper making defects
- resin impregnating defects
- purpose, features and operation of equipment used to cut paper:
 - electronic guillotines
 - traversing rotary cutters
 - conveyor belt systems
- organisational procedures specific to cutting paper:
 - 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 and equipment faults.

Assessment Conditions

The following resources must be made available:

- electronic guillotines
- traversing rotary cutters
- personal protective equipment suitable for cutting paper
- a commercial range of resin impregnated paper of different thicknesses in roll form
- manufacturers' instructions for use of equipment
- work order with specific instructions for cutting paper
- relevant personnel for the purposes of communicating information
- template documents for recording production outcomes and equipment faults
- organisational procedures for cutting paper.

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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