



Australian Government

Assessment Requirements for ICPCBF221 Set up and produce basic guillotined product

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with ICP Printing and Graphic Arts Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- demonstrate all safety devices on the machine
- correctly set up (not including knife change) and produce TWO basic guillotined products (if possible, one large sheet and one small sheet) according to manufacturer's and job specifications and enterprise procedures.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- identify health and safety factors for:
 - setting up and operating the machine
 - checking and adjusting the machine
 - maintaining the production process
 - handling knife blades during the knife change operation
 - shutting down or cleaning the machine
- identify information concerning cutting that should be found in the job documentation or production control system
- identify factors that:
 - indicate a new blade is needed
 - indicate the need to replace a cutting stick
 - should be considered when setting up a guillotine for cutting
 - indicate the need for machine lubrication
- identify the difference between a sharp knife from a dull knife, and problems arising from continuously using a dull blade

- explain how correct clamping pressure is determined for a given job
- identify reporting procedures for when the machine malfunctions
- explain treatment/disposal of guillotine waste
- identify the part of the guillotine that should be checked if, after a cut:
 - top sheets are out-of-square
 - top sheets are creasing across the cut line
- identify where information is found regarding correct types and methods of lubrication
- list special operations that are essential when shutting down the machine
- identify quality aspects to consider in a completed cutting job and when checking against the sample
- list steps to take if the cutting result does not coincide with the sample
- identify machine manuals, safety and other documentation relevant to this task, where they are kept, and the information included in them.

Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Noise levels, production flow, interruptions and time variances must be typical of those experienced in the converting, binding and finishing field of work and include access to and use of facilities, equipment and materials used to set up and produce a basic guillotined product.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=a74b7a0f-a253-47e3-8be0-5d426e24131d>