



Australian Government

ICPCBF222 Set up and operate in-line cutter

Release: 1

ICPCBF222 Set up and operate in-line cutter

Modification History

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

Application

This unit describes the skills and knowledge required to safely set up and operate an in-line cutter set for high run jobs, including determining the quality of output and correctly packing completed product.

It applies to individuals working under direct supervision, performing tasks related to operating machinery and completing production requirements according to job specifications and internal procedures.

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

Unit Sector

Converting, Binding and Finishing

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare for job	1.1 Job specifications are read and interpreted from job documentation or process control system 1.2 Job is signed off from previous process and ready for mailing procedures 1.3 Materials are checked and in correct order for the job 1.4 Work area is safe and ready for production according to safety requirements
2. Set up job	2.1 Job specifications are entered into console according to enterprise requirements

ELEMENT	PERFORMANCE CRITERIA
	2.2 Guides and guards and cut depth are correctly set and positioned according to job specifications 2.3 Settings are checked against job specifications before production is commenced 2.4 Settings are tested with a product sample, and adjustments are made if necessary
3. Operate in-line cutter	3.1 Product is loaded in correct position according to job specifications 3.2 Quality check is carried out and defective product is removed according to enterprise procedures 3.3 Adjustments are made when quality standards are not met 3.4 Wastage is monitored, kept to a minimum and correctly disposed of according to enterprise quality standards
4. Pack cut product	4.1 Completed product is unloaded and checked for quality 4.2 Completed product is packed into labelled trays ensuring job/order continuity for transfer to the next process 4.3 Documentation relating to the product is completed correctly 4.4 Machine is cleared and stock put away

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 2.2, 2.3, 3.1, 4.2	Evaluates textual information and establishes job and component requirements from information contained within relevant systems
Writing	2.1, 4.3	Uses appropriate and clear language to complete workplace documentation
Navigate the world of work	1.2, 1.4, 3.2-3.4, 4.1	Complies with legislative requirements and follows organisational policies and procedures relevant to own role
Get the work	1.3, 2.4, 3.2, 3.3,	Follows clearly defined instructions and sequencing, and monitors own progress on the task

done	4.2-4.4	• Responds to predictable problems and implements standard or logical solutions related to own role in immediate work environment • Follows routine procedures for using digital technology by reading data from electronic monitoring and control system
------	---------	---

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICPCBF222 Set up and operate in-line cutter	ICPCF222C Set up and operate in-line cutter	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for ICPCBF222 Set up and operate in-line cutter

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:

- safely operate and set up an in-line cutter to complete TWO jobs to meet job specifications, including quality monitoring during the process and when packing the product.

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:

- explain set-up procedures to meet work health and safety and enterprise requirements
- explain the quality check process
- identify and explain waste disposal procedures relevant to this task.

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 an in-line cutter and other special purpose tools, equipment and materials.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -

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