



Australian Government

ICPCBF2260 Produce basic flat-bed die cut or embossed 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 4.0.

Application

This unit describes the skills and knowledge required to produce a flat-bed die cut or embossed product in a printing and graphic arts environment.

It applies to individuals working in the printing and graphic arts industry who perform a range of mainly routine tasks, work under direct supervision and use limited practical skills and knowledge in a defined context.

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. Maintain production process	1.1 Identify job requirements 1.2 Monitor and adjust delivery systems to maintain continuous operation 1.3 Add and remove substrate from the process according to job specifications 1.4 Monitor and adjust flat-bed cutting process according to product quality requirements 1.5 Use equipment controls according to job specifications 1.6 Monitor and verify performance using the process control system

ELEMENT	PERFORMANCE CRITERIA
2. Identify and rectify problems	2.1 Identify faulty performance of equipment and report according to enterprise procedures 2.2 Diagnose and report problems in flat-bed cutting machine operation 2.3 Carry out adjustments and corrections are carried out according to manufacturer specifications and within scope of own role
3. Conduct shutdown of production process	3.1 Conduct shutdown sequence according to manufacturer specifications and enterprise procedures 3.2 Remove substrate waste from operating area and recycled and disposed of, where required, according to regulatory requirements and enterprise procedures 3.3 Identify machine faults requiring repair and report to designated person according to enterprise procedures 3.4 Verify repairs and adjustments prior to resumption of operations 3.5 Clean flat-bed cutting machine and complete documentation according to enterprise procedures and manufacturer specifications

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

Skill	Description
Reading	Recognises and interprets text to establish job requirements from information contained within relevant procedures and specifications
Writing	Enters routine data associated with production processes and enterprise procedures
Oral Communication	Speaks clearly using appropriate vocabulary, tone and pace to report faults and discrepancies to supervisors or discuss job requirements with colleagues
Self-management	Follows organisational procedures relevant to own role, particularly with regard to safe operation of machinery and equipment
Teamwork	Cooperates with others as part of familiar routine activities, and contributes to specific activities requiring joint responsibility and accountability

	Follows accepted practices and protocols for reporting issues to supervisors
Planning and organising	Determines priorities and sequences steps involved in clearly defined, familiar tasks
Problem solving	Recognises and anticipates an increasing range of familiar problems, their symptoms and causes; actively looking for early warning signs and implementing contingency plans
Technology	Follows routine procedures for using digital technology by reading data from electronic monitoring and control systems

Range of Conditions

This section specifies different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. It is restricted to essential operating conditions and any other variables essential to the work environment.

Delivery systems must include either:	- reel OR - sheet.
Monitoring and adjusting must include either:	- reel stand and rewind reel to maintain correct tension - web control system to ensure correct tension - sheeting section OR - feeder and delivery systems - sheet pick-up and transportation systems to ensure accurate and efficient sheet handling - transfer system.

Unit Mapping Information

Supersedes and is equivalent to ICPCBF226 Produce basic flat-bed die cut or embossed product.

Links

Companion Volume Implementation Guide is found on VETNet -

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

Assessment Requirements for ICPCBF2260 Produce basic flat-bed die cut or embossed product

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Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- produce either a flat-bed die cut or embossed product for two jobs with different types and sizes of substrate and design of finished patterns according to manufacturer and job specifications.

In the course of the above the candidate must:

- operate production process in association with fellow workers and according to enterprise procedures and planned daily schedule
- follow work health and safety (WHS) requirements for the operation of equipment
- demonstrate all safety devices on the required machine.
- anticipate production difficulties and take preventive action as required.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- enterprise procedures, work health and safety (WHS) requirements and manufacturer specifications for operating machine transport and delivery systems, including:
 - setting up and operation
 - the cutting process
 - shutdown
- areas of the machine requiring monitoring for trouble-free operation, including:
 - cutting edge and knife condition
 - cutting pressures
 - packing of cutting devices
- registration and its relationship to approved sample standards
- the checks required for:
 - substrate removal from the machine

- cleaning and replacement of cutting devices or knives
- packing cutting devices
- waste removal from the machine and surrounding area for disposal or recycling
- the machine shutdown process
- indicators for knife replacement
- pressure adjustment
- the procedure for correcting common machine faults
- areas of the machine requiring cleaning at the end of the run
- production records to be kept and maintained
- manufacturer manuals, enterprise procedures and work health and safety documentation, including their location and purpose.

Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a working environment in this industry.

This includes access to:

- special purpose tools and equipment
- materials required to produce a basic flat-bed die cut or embossed product.

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

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