



Australian Government

ICPCBF228 Produce basic rotary die cut or embossed product

Release: 1

ICPCBF228 Produce basic rotary die cut or embossed product

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 produce either a flat-bed die cut or embossed product and clean down the equipment.

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 transportation system	1.1 Delivery systems are monitored and adjusted to ensure accurate and continuous operation and eliminate damage to finished product 1.2 Substrate is added to and removed from the process according to job specifications
2. Maintain basic rotary die cutting or embossing process	2.1 Cutting edge and knife condition are monitored and adjusted to ensure product quality meets the approved sample standard 2.2 Cutting pressures are monitored and adjusted to ensure product quality meets the approved sample standard 2.3 Registration of cutting devices and knife(s) is monitored and adjusted to ensure product quality meets the approved sample standard 2.4 Packing of cutting devices is monitored and adjusted to ensure

ELEMENT	PERFORMANCE CRITERIA
	product quality meets the approved sample standard
3. Maintain production process	3.1 Basic in-line printing/converting/binding/finishing process(es) are monitored and adjusted to ensure product quality meets the approved sample standard 3.2 Production process is operated in association with fellow workers and according to enterprise procedures and planned daily schedule 3.3 Production is maintained according to work health and safety (WHS) requirements, manufacturer's specifications and enterprise procedures 3.4 Manual and/or automatic control is used according to job specifications 3.5 Performance is monitored and verified using the process control system according to enterprise procedures 3.6 Production difficulties are anticipated and preventive action is taken to prevent occurrence by timely intervention 3.7 Process adjustments to eliminate problems are reported according to enterprise procedures 3.8 Faulty performance of equipment is identified and reported according to enterprise procedures 3.9 Waste is sorted according to enterprise procedures
4. Identify and rectify problems and faults	4.1 Problems in cutting (rotary) machine are identified and reported according to enterprise procedures 4.2 Adjustments or corrections are carried out according to specified procedures and are consistent with operator's skill level 4.3 Cutting (rotary) machine operation is checked to ensure correct operation 4.4 Machine faults requiring repair are identified and reported to designated person according to enterprise procedures 4.5 Repair/adjustment is verified prior to resumption of operations
5. Conduct shutdown of production process	5.1 Correct shutdown sequence is followed according to manufacturer's specifications and enterprise procedures 5.2 Shutdown is conducted in association with fellow workers and in compliance with WHS requirements 5.3 Substrate waste is removed from operating area and recycled or disposed of, where required, according to regulatory requirements and enterprise procedures

ELEMENT	PERFORMANCE CRITERIA
6. Clean rotary cutting machine at end of run	6.1 Cutting devices and knife/knives are cleaned or replaced ready for next run 6.2 Cutting devices are sharpened correctly 6.3 Machine bed is cleaned ready for next run 6.4 Cutting units are disengaged and cleaned ready for next run 6.5 In-line printing/converting/binding/finishing units are cleaned ready for next run 6.6 Transport and delivery systems are disengaged and cleaned ready for next run 6.7 Production records or other documentation are accurately completed where required by enterprise procedures

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	3.3, 3.4, 5.1	Recognises and interprets texts to establish job requirements from information contained within relevant procedures and specifications
Writing	5.7, 5.8, 4.1, 4.4, 6.8	Enters routine data associated with production processes and enterprise procedures
Oral Communication	3.2, 3.7, 3.8, 4.1, 4.4, 5.2	Speaks clearly using appropriate vocabulary, tone and pace to report faults and discrepancies to supervisors or discuss job requirements with colleagues
Navigate the world of work	2.1-2.4, 3.1-3.3, 3.5, 3.7-3.9, 4.1-4.4, 5.1-5.3, 6.1-6.8	Complies with legislative requirements and follows organisational policies and procedures relevant to own role, particularly with regard to safe operation of machinery and equipment
Interact with others	3.2, 3.7, 3.8, 4.1, 4.4, 5.2	- 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
Get the work	1.1, 1.2, 2.1-2.4, 3.2-3.6, 3.9, 4.1-4.3,	Determines priorities and sequences steps involved in clearly defined, familiar tasks

done	4.5, 5.1, 5.3	- Recognises and anticipates an increasing range of familiar problems, their symptoms and causes; actively looking for early warning signs and implementing contingency plans - 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.

Delivery systems MUST include EITHER:	- reel OR - sheet
Monitoring and adjusting MUST include EITHER:	- reel stand and rewind reel - web control system - sheeting section OR - feeder and delivery system - sheet pick-up system - transfer system

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICPCBF228 Produce basic rotary die cut or embossed product	ICPCF228C Produce basic rotary die cut or embossed product	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 ICPCBF228 Produce basic rotary die cut or embossed product

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:

- produce basic products using either rotary die cutting or embossing on TWO jobs, with different types and sizes of substrate and design of finished patterns according to manufacturer's and job specifications, enterprise procedures and listed performance criteria.

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 work health and safety factors for:
 - setting up and/or operating machine transport systems
 - setting up and/or operating machine delivery systems
 - maintaining the cutting process
 - conducting machine shutdown procedures
- identify areas of the delivery system to monitor to ensure trouble-free operation
- explain checks needed when:
 - substrate is removed from the machine
 - waste is removed from the machine and surrounding area for disposal or recycling
 - cutting devices or knives are cleaned, stored or replaced ready for the next run
- determine important areas to monitor when maintaining the rotary cutting process
- list sectors of the basic in-line printing/converting/binding/finishing process that may need to be monitored and adjusted to meet approved standards
- identify production difficulties that can be expected during production runs
- explain the procedure for correcting common machine faults
- identify areas of the machine that require cleaning at the end of the run

- list quality aspects to consider in a completed rotary cutting job
- identify machine manuals, safety and other documentation relevant to this task, where they are kept, and the information 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 basic rotary die cutting or embossing machinery and 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>