



**Australian Government**

# **ICPCBF301 Run and monitor in-line bottom making machine for sack or bag manufacture**

**Release: 1**

# ICPCBF301 Run and monitor in-line bottom making machine for sack or bag manufacture

## 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 operate and monitor an in-line bottom making machine for the manufacture of sacks or bags with minimum downtime.

This unit applies to skilled operators working in the sacks and bags area in the printing industry who may have to solve problems, provide leadership and guidance to others, and who have some limited responsibility for the output of others.

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

## Pre-requisite Unit

|           |                                       |
|-----------|---------------------------------------|
| ICPCBF298 | Run and monitor sack and bag machines |
|-----------|---------------------------------------|

## 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. Monitor production process                    | 1.1 Details required for the job are checked and confirmed against job specifications<br>1.2 Supply of materials throughout the run is maintained<br>1.3 Paper tension is monitored on an ongoing basis |

| ELEMENT                          | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                  | 1.4 Machine is run at optimum speed for maintaining quality of output<br>1.5 Machine is adjusted to maintain quality of output                                                                                                                                                                                                                                                                                                                                                                                              |
| 2. Monitor production            | 2.1 Correct perforation alignment is maintained<br>2.2 Pick-up rollers are working correctly and pressure and timing are maintained<br>2.3 Glue patch applicator or glue impression roller remains clear and dispenses required amount of glue<br>2.4 Doctor blades and hot melt unit are operating correctly<br>2.5 Timing between all units is maintained or adjusted to avoid production problems<br>2.6 Overall production is monitored and adjustments made to avoid production problems and improve production speeds |
| 3. Maintain quality              | 3.1 Correct procedures for removal of waste are followed according to enterprise procedures<br>3.2 Samples are continuously monitored for defects, and defects are removed<br>3.3 Efficiency, quality and output rate of production run are monitored for problems, and any deficiencies resolved<br>3.4 Locations of all emergency shutdown buttons and triggers are known                                                                                                                                                 |
| 4. Identify problems and rectify | 4.1 Faults which affect quality of the sacks or bags are identified and rectified<br>4.2 Problems that reduce rate of output are identified and fixed<br>4.3 Faults that affect efficient operation of equipment are identified and resolved                                                                                                                                                                                                                                                                                |

## 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                  | <ul style="list-style-type: none"> <li>Interprets textual information to establish and check job</li> </ul> |

|                            |                                    |                                                                                                                                                                                                                                                                                                                                                                                          |
|----------------------------|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                            |                                    | requirements and to aid planning process                                                                                                                                                                                                                                                                                                                                                 |
| Navigate the world of work | 3.1, 3.4                           | <ul style="list-style-type: none"> <li>Recognises and follows legislative and organisational procedures for production processes in relation to own role</li> </ul>                                                                                                                                                                                                                      |
| Get the work done          | 1.1-1.5, 2.1-2.6, 3.1-3.3, 4.1-4.3 | <ul style="list-style-type: none"> <li>Plans, identifies and assembles resources required to complete tasks</li> <li>Sequences and schedules activities required to complete tasks and monitors implementation, making adjustments as necessary</li> <li>Identifies and responds to predictable problems and implements standard or logical solutions as required by job role</li> </ul> |

## Unit Mapping Information

| Code and title<br>current version                                                   | Code and title<br>previous version                                                   | Comments                                        | Equivalence status |
|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------|--------------------|
| ICPCBF301 Run and monitor in-line bottom making machine for sack or bag manufacture | ICPCF3101C Run and monitor in-line bottom making machine for sack or bag manufacture | 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 ICPCBF301 Run and monitor in-line bottom making machine for sack or bag manufacture

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### Performance Evidence

Evidence of the ability to:

- correctly operate an in-line bottom making machine for the manufacture of sacks or bags according to job specifications and enterprise procedures
- ability to anticipate, identify and rectify production problems with minimum downtime.

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 common faults associated with setting up in-line scoring, folding and gluing machines, and how to correct them
- explain procedures for quality assurance
- explain enterprise documentation procedures including quality standards, production standards and faults procedures.

### 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 bottom-making machine for sack or bag manufacture.

Assessors must satisfy NVR/AQTF assessor requirements.

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