



Australian Government

ICPCBF328 Produce complex rotary 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 1.0.

Application

This unit describes the skills and knowledge required to produce complex rotary die cut or embossed product, maintain operation of machinery and the production process, rectify problems and shut 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 operation of delivery systems	1.1 Delivery systems are monitored and adjusted to ensure efficient and continuous operation and ensure no damage to finished product 1.2 Substrate is added to and removed from the process according to job specifications
2. Maintain operation of complex rotary die cutting or embossing process	2.1 Knife condition is 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 knife(s) is monitored and adjusted to ensure quality 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 In-line printing/converting/binding/finishing processes 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 rotary cutting machine problems and faults	4.1 Problems in rotary cutting 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
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 5.4 Machine faults requiring repair are identified and reported to designated person according to enterprise procedures 5.5 Repair/adjustment is verified prior to resumption of operations

ELEMENT	PERFORMANCE CRITERIA
6. Clean rotary cutting units at end of run	6.1 Knife and machine bed are cleaned ready for next run 6.2 Cutting devices are sharpened correctly according to WHS requirements and enterprise procedures 6.3 Cutting machine is disengaged and cleaned ready for next run 6.4 In-line printing/converting/binding/finishing units are cleaned ready for next run 6.5 Transportation and delivery systems are disengaged and cleaned ready for next run 6.6 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	5.1	Recognises and interprets text to establish job requirements from information in procedures and specifications
Writing	3.7, 3.8, 4.1, 5.4, 6.6	Enters routine data associated with production processes and enterprise procedures
Oral Communication	3.2, 3.7, 3.8, 4.1, 5.2, 5.4	- Speaks clearly using appropriate vocabulary, tone and pace to report faults and discrepancies - Participates effectively in spoken interactions to confirm or clarify requirements
Navigate the world of work	2.1-2.4, 3.1-3.3, 3.5, 3.7-3.9, 4.1, 4.2, 5.1-5.4, 6.1-6.6	Recognises and follows all procedures for operation and maintenance of equipment, incorporating regulatory and enterprise requirements
Interact with others	3.2, 3.7, 4.8, 4.1, 5.2, 5.4	- Cooperates with others as part of familiar routine activities, and contributes to specific activities requiring joint responsibility and accountability - Understands what to communicate, with whom and how, in routine work situations
Get the work done	1.1, 1.2, 2.1-2.4, 3.1-3.9, 4.1-4.3,	Determines priorities and sequences steps involved in clearly defined, familiar tasks

	5.1-5.5, 6.1-6.6	- 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
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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:	- reel stand and rewind stand - web control system - sheeting section OR - feeder and delivery systems - sheet pick-up and transportation systems - transfer systems.

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICPCBF328 Produce complex rotary die cut or embossed product	ICPCF328C Produce complex 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 ICPCBF328 Produce complex rotary die cut or embossed product

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Performance Evidence

Evidence of the ability to:

- produce complex products on EITHER rotary die cutting OR embossing. For either process produce TWO complex jobs (including in-line processes) with different substrates, sizes and 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:

All Systems

- identify work health and safety (WHS) factors for:
 - setting up and/or operating machine transport systems
 - setting up and/or operating machine delivery systems
 - maintaining the cutting process
 - problem-solving on the rotary machine cutting process
 - conducting machine shutdown procedures
- identify areas of the machinery that require cleaning at the end of the run
- identify items of importance to consider when maintaining rotary cutting operations
- lists checks to be made:
 - on cutting pressures, cutting registration, packing of cutting area, condition of cutting edges, and the smooth running of the operation
 - cutting accuracy once it has been adjusted
 - when removing substrate from the machine
 - when packing cutting devices

- when waste is removed from the machine and surrounding area for disposal or recycling
- when cutting devices or knives are cleaned, stored or replaced ready for the next run
- when shutting down the machine
- determine indicators that demand replacement of cutting edges
- identify ways to guarantee a clean and precise result
- explain production difficulties expected during production runs and procedure for correcting any machine faults
- identify cleaning agents used to clean the machine
- identify production records to be kept or written up and the information that should be included
- determine quality aspects to consider in a completed rotary cutting job
- list steps to ensure important features of the production control system are followed
- identify production areas that may have to be adjusted to meet client requirements
- identify items to check against the client sample
- identify machine manuals, safety and other documentation relevant to this task, where they are kept, and the information included in them

For Reel Systems Only

- identify areas of the:
 - reel stand to monitor to ensure trouble-free operation
 - web control system to adjust to maintain correct web tension and the correct positioning of the web
 - delivery system to observe to maintain tension and prevent damage to the finished product

For Sheet Systems Only

- identify areas of the sheet-fed feeder to monitor to ensure trouble-free operation
- list parts of the sheet pick-up system to adjust to ensure accurate and continuous sheet handling.

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 relevant facilities, equipment and materials.

Assessors must satisfy NVR/AQTF assessor requirements.

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