



Australian Government

ICPCBF392 Produce product on window gluer

Release: 1

ICPCBF392 Produce product on window gluer

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 a range of different size jobs on the window gluer.

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 transportation system	1.1 Feeder is monitored and adjusted to ensure continuous and efficient feeding of cartons to the machine 1.2 Carton pick-up and transport system is monitored and adjusted to ensure accurate continuous carton handling and efficient operation 1.3 Transfer systems are monitored and adjusted to ensure correct and continuous carton handling and efficient operation
2. Maintain operation of processes	2.1 Delivery is monitored and adjusted to ensure quality and efficient carton delivery 2.2 Registration of gluing is monitored and adjusted to ensure product quality meets the approved sample standard 2.3 Adhesion is monitored and adjusted to ensure product quality meets the approved sample standard

ELEMENT	PERFORMANCE CRITERIA
3. Maintain basic rotary cutting process	3.1 Cutting edges and knife condition are monitored and adjusted to ensure product quality meets the approved sample standard 3.2 Cutting pressures are monitored and adjusted to ensure product quality meets the approved sample standard
4. Maintain production process	4.1 Production process is operated in association with fellow workers and according to enterprise procedures and planned daily schedule 4.2 Production is maintained according to work health and safety (WHS) requirements, manufacturer's specifications and enterprise procedures 4.3 Performance is monitored and verified using the process control system according to enterprise procedures 4.4 Production difficulties are anticipated and preventive action is taken to prevent occurrence by timely intervention 4.5 Process adjustments to eliminate problems are reported according to enterprise procedures 4.6 Faulty performance of equipment is identified and reported according to enterprise procedures 4.7 Waste is sorted according to procedures
5. Identify and rectify problems	5.1 Problems in window gluing machine operation are identified and reported according to enterprise procedures 5.2 Adjustments or corrections are carried out according to enterprise procedures 5.3 Problems in film cutting and application operation are identified and rectified according to enterprise procedures
6. Conduct shutdown of production process	6.1 Correct shutdown sequence is followed according to manufacturer's specifications and enterprise procedures 6.2 Shutdown is conducted in association with fellow workers and in compliance with WHS requirements 6.3 Glue system is washed ready for next run and liquid waste is disposed of according to regulatory requirements and enterprise procedures 6.4 Cutting devices are checked and sharpened if needed 6.5 Waste cartons are removed from operating area and recycled or disposed of, where required, according to regulatory requirements and enterprise procedures 6.6 Machine faults requiring repair are identified and reported to

ELEMENT	PERFORMANCE CRITERIA
	designated person according to enterprise procedures 6.7 Repair/adjustment is verified prior to resumption of operations 6.8 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	4.2, 6.1	- Recognises text within job specifications and follows written instructions - Ensures accuracy of information according to written instructions
Writing	4.5, 4.6, 6.6, 6.8	Records information related to outcomes of job according to organisational requirements
Oral Communication	4.1, 4.5, 4.6, 5.1, 6.2, 6.6	- 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	2.1-2.3, 3.1, 3.2, 4.1-4.3, 4.5-4.7, 5.1-5.3, 6.1-6.3, 6.5, 6.6, 6.8	Complies with legislative requirements and follows organisational policies and procedures relevant to own role
Interact with others	4.1, 4.5, 4.6, 5.1, 6.2	- Follows accepted practices and protocols for reporting issues to supervisors - Cooperates with others as part of familiar routine activities, and contributes to specific activities requiring joint responsibility and accountability
Get the work done	1.1-1.3, 2.1-2.3, 3.1, 3.3, 4.1-4.4, 4.6, 4.7, 5.1-5.3, 6.1-6.8	- Determines priorities and sequences steps involved in clearly defined, familiar tasks - 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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Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICPCBF392 Produce product on window gluer	ICPCF392C Produce product on window gluer	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 ICPCBF392 Produce product on window gluer

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Performance Evidence

Evidence of the ability to:

- complete different size jobs on the window gluer, including 1, 2 and 3 cycle operate and dual-feed, according to job specifications, listed performance criteria and within the production timeframe.

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 delivery systems
 - using the window facer machine
 - adjusting/correcting the machine
- identify areas of the:
 - feeder to monitor to ensure trouble-free operation
 - machine to continuously observe to ensure smooth, trouble-free operation
 - gluing and film cutting process to monitor to ensure product quality
- explain adjustment of the glue application to ensure product quality
- determine segments of quality assurance inspected at the completion of the sample run, and in a completed job to meet client requirements
- explain communication to instigate if the job does not coincide with the sample
- list part(s) of the machine to adjust if window film is cut/slit incorrectly
- explain factors that cause poor glue adhesion on cartons
- list key tasks to correctly shut down the machine
- explain ways finished work is prepared for the next process

- identify areas of the machine that need regular cleaning, and materials to clean from the machine.

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 used to produce a range of different size jobs on the window gluer.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

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