



Australian Government

ICPCBF426 Produce complex 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 1.0.

Application

This unit describes the performance outcomes, skills and knowledge required to produce complex flat-bed die cutting or embossing.

This unit describes the skills and knowledge required for complex flat-bed die cutting or embossing.

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 machine delivery 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 complex flat-bed cutting 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/knives is monitored and adjusted to

ELEMENT	PERFORMANCE CRITERIA
	ensure product quality meets the approved sample standard 2.4 Packing of cutting devices is monitored and adjusted to ensure product quality meets the approved sample standard 2.5 In-line printing/converting/binding/finishing processes are monitored and adjusted to ensure product quality meets the approved sample standard
3. Maintain operation of production process	3.1 Production process is operated in association with fellow workers and according to enterprise procedures and planned daily schedule 3.2 Production is maintained according to work health and safety (WHS) requirements, manufacturer's specifications and enterprise procedures 3.3 Manual and/or automatic control is used according to job specifications 3.4 Performance is monitored and verified using the process control system according to enterprise procedures 3.5 Production difficulties are anticipated and preventive action is taken to prevent occurrence by timely intervention 3.6 Process adjustments to eliminate problems are reported according to enterprise procedures 3.7 Faulty performance of equipment is identified and reported according to enterprise procedures 3.8 Waste is sorted according to enterprise procedures
4. Identify and rectify problems	4.1 Problems in cutting (flat-bed) machine operation 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 (flat-bed) 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

ELEMENT	PERFORMANCE CRITERIA
	designated person according to enterprise procedures 5.5 Repair/adjustment is verified prior to resumption of operations
6. Clean flat-bed cutting machine 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	3.2, 3.3, 5.1	Recognises and interprets text to confirm work requirements from information contained in specifications, organisational procedures and control systems
Writing	3.6, 3.7, 4.1, 5.4, 6.7	Enters routine data associated with production processes and enterprise procedures
Oral Communication	3.1-3.3, 3.6, 3.7, 4.1, 5.1, 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
Numeracy	1.1	Make estimations in relation to context
Navigate the world of work	1.1, 2.1-2.5, 3.1-3.4, 3.6-3.8, 4.1-4.3, 5.1-5.4, 6.1-6.6, 6.7	- Recognises and follows explicit and implicit protocols and meets expectations associated with own role - Recognises and follows all procedures for cleaning and maintenance of equipment incorporating regulatory requirements and enterprise procedures

Interact with others	3.1, 5.1, 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, 2.1-2.5, 3.1, 3.4, 3.5, 3.8, 4.1-4.3, 5.2-5.5	- 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

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 delivery system OR - sheet delivery system.
Monitoring and adjusting MUST include EITHER:	- reel stand, web control system, rewind reel and/or sheeting section OR - feeder/sheet pick-up and transport system, transfer system and delivery system.

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICPCBF426 Produce complex flat-bed die cut or embossed product	ICPCF426C Produce complex flat-bed 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 ICPCBF426 Produce complex flat-bed die cut or embossed product

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Performance Evidence

Evidence of the ability to:

- demonstrate all safety devices on either the flat-bed die cutting or embossing machine
- produce TWO complex jobs (including in-line processes) using EITHER the flat-bed die cutting OR embossing machine, with different substrates, sizes and patterns according to manufacturer's and job specifications, enterprise procedures and work health and safety (WHS) requirements
- demonstrate use of computerised control, monitoring and data entry systems if available and appropriate.

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:

- describe WHS factors for setting up and/or operating machine transport systems
- outline checks to make when substrate is removed from the machine

For Reel Delivery Systems Only

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

For Sheet Delivery Systems Only

- explain areas of the:
- sheet-fed feeder to monitor to ensure trouble-free operation
- sheet pick-up system to adjust to ensure accurate and continuous sheet handling

Flat bed cutting operations

- describe WHS factors for maintaining the cutting process
- explain indicators that demand replacement of a knife
- determine checks to make when cutting pressure is adjusted
- list ways registration can be guaranteed
- explain what production difficulties can be expected during production runs

Machine problems and cutting faults

- describe WHS factors for problem-solving on the machine maintaining the cutting process
- identify checks to make when:
- packing cutting devices
- correcting dull cutting edges on equipment
- correcting the depth of embossing
- correcting out-of-square results

Machine shut down and cleaning

- describe WHS factors for conducting machine shutdown procedures
- identify what checks to make when:
- waste is removed from the machine and surrounding area for disposal or recycling
- shutting down and/or disengaging the machine
- cutting devices or knives are cleaned or replaced ready for next run
- list areas of the machine to clean at the end of the run

Quality assurance

- describe production records to keep or write up, and the information to include
- explain quality aspects to consider in a completed cutting job
- describe steps to ensure important features of the production control system are followed

Information sources

- identify machine manuals, safety and other documentation relevant to this task, where they are kept, and the information included in them
- explain other available sources of information.

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:

- special purpose tools, equipment and materials
- industry software packages
- flat bed die cut and embossing equipment.

Assessors must satisfy NVR/AQTF assessor requirements.

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