



**Australian Government**

# **ICPINK211 Select and prepare materials for production**

**Release: 1**

# ICPINK211 Select and prepare materials for production

## 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 prepare materials for ink and varnish manufacture.

It applies to individuals who typically work under supervision to ensure production requirements are met. Individuals identify and select materials and equipment and complete the preparation process according to defined procedures.

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

## Unit Sector

Ink manufacture

## 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 Read and interpret job requirements and locate materials | 1.1 Material requirements and quantities are correctly identified from documentation<br>1.2 Materials are located and checked according to enterprise procedures<br>1.3 Required quantities of material are confirmed and shortages and/or defective materials are reported and recorded |
| 2 Prepare materials                                        | 2.1 Weighing and measuring devices are checked for accuracy and reset if required<br>2.2 Bowls, vats, tanks and pots are selected according to job specifications and checked to ensure they are free from                                                                               |

| ELEMENT                                          | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                        |
|--------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                  | contamination<br>2.3 Quantities of material are weighed or measured<br>2.4 Materials are prepared according to enterprise procedures<br>2.5 Quality checks are undertaken according to enterprise procedures<br>2.6 Materials are adjusted to conform to job specifications |
| 3 Transfer prepared materials to production area | 3.1 Prepared materials are stored, transferred or located according to enterprise and legislative requirements<br>3.2 Documentation is accurately completed according to 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                    | 1.1, 1.2, 2.4                | <ul style="list-style-type: none"> <li>Establishes job requirements by interpreting information in relevant documentation</li> </ul>                                                                                                                                                                                       |
| Writing                    | 1.3, 3.2                     | <ul style="list-style-type: none"> <li>Records information related to faulty materials and job outcomes in required enterprise format</li> </ul>                                                                                                                                                                           |
| Oral communication         | 1.3                          | <ul style="list-style-type: none"> <li>Uses clear and specific language to report issues</li> </ul>                                                                                                                                                                                                                        |
| Numeracy                   | 1.1, 2.1, 2.3                | <ul style="list-style-type: none"> <li>Identifies and calculates required quantities of materials</li> <li>Checks and adjusts measuring devices for accuracy</li> </ul>                                                                                                                                                    |
| Navigate the world of work | 1.2, 2.4, 2.5, 3.1, 3.2      | <ul style="list-style-type: none"> <li>Complies with organisational policies and procedures relevant to own role</li> </ul>                                                                                                                                                                                                |
| Get the work done          | 1.2, 1.3, 2.1, 2.2, 2.4, 2.6 | <ul style="list-style-type: none"> <li>Follows clearly defined instructions and monitors own progress on tasks</li> <li>Makes routine decisions relevant to the immediate task in accordance with job requirements</li> <li>Responds to problems by referring to procedures and implementing required solutions</li> </ul> |

## Unit Mapping Information

| Code and title<br>current version                     | Code and title<br>previous version                    | Comments                                        | Equivalence status |
|-------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------|--------------------|
| ICPINK211 Select and prepare materials for production | ICPIM211C Select and prepare materials for production | Updated to meet Standards for Training Packages | Equivalent unit    |

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=a74b7a0f-a253-47e3-8be0-5d426e24131d>