



Australian Government

Department of Education, Employment and Workplace Relations

LMFFT5006B Plan production

Revision Number: 1

LMFFT5006B Plan production

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit covers the competency to plan and document the overall requirements of production in a furnishing enterprise.
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Application of the Unit

Application of the unit	
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	Nil	

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Establish production requirements	1.1.Data from the sales/market forecast is interpreted for inclusion in the production plan 1.2.Specifications and supporting data are analysed 1.3.Projected requirements regarding product quantity, quality, raw materials and performance characteristics are established 1.4.Production capacity of machines and personnel is determined and/or confirmed 1.5.Resources required, including raw materials supply requirements for the production line, are identified
2. Prepare production plan	2.1.Information and details to include in the production plan are assembled and confirmed, where necessary 2.2.Inefficiencies and constraints are considered and potential improvements or variations to the plan are identified, where applicable 2.3.Production plan is prepared in accordance with enterprise procedures
3. Monitor and coordinate variations to plan	3.1.Production plan is monitored to ensure efficient and effective production performance and any variations required are identified 3.2.Plans are modified, where necessary, to reflect out of stock and overstock situations, machine and human resource requirements or variations 3.3.Implementation of plan variations is coordinated to ensure compliance with instructions/specifications
4. Maintain records	4.1.Production planning records are maintained and reports prepared, where necessary, in accordance with enterprise procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- research, collect, organise and understand information related to the production planning, including the relevant technical, regulatory, cultural, environmental and safety requirements
- communicate ideas and information to enable clarification of the requirements, coordination of work with managers, supervisors, other workers and customers, and the reporting of work outcomes and problems
- plan and organise activities, including the planning and scheduling of equipment, systems and materials to avoid any backtracking, workflow interruptions or wastage
- work with others and foster the team by recognising dependencies and using cooperative approaches to optimise workflow and productivity
- use mathematical ideas and techniques to correctly complete production computations and establish a statistical base for monitoring operational efficiency, and estimate material requirements
- create and apply systematic problem solving techniques to anticipate production planning problems, avoid re-working and avoid wastage
- use the workplace technology related to production planning, including machinery, tools and equipment, calculators, measuring devices and computing/computer-aided systems

Required knowledge

- production processes, products, machines, planning and forecasting software
- work and workplace organisation systems
- suppliers, their capabilities and customer requirements
- safety and environmental aspects of relevant enterprise activities
- workplace procedures and reporting/recording processes
- relevant regulatory requirements and codes of practice

Evidence Guide

EVIDENCE GUIDE

The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Critical aspects of evidence

- Interpret/analyse data for production planning
- Apply workplace health and safety policies in production operations
- For a significant production requirement:
 - establish and confirm the production requirements
 - prepare the production plan
 - monitor and coordinate variations to the plan
 - maintain records
- Work effectively with others

Resource implications

Access to real or appropriately simulated production planning situations in a furnishing enterprise context

This includes real or simulated work areas, materials, equipment, and information on work specifications, relevant safety procedures and regulations, quality standards, organisation procedures and customer requirements.

Method of assessment

Assessment methods must confirm consistency of performance over time and in a range of workplace relevant contexts

Assessment should be by direct observation of tasks and/or samples of work and questioning on underpinning knowledge.

Assessment should be conducted over time and will generally be in conjunction with assessment of other units of competency.

Context of assessment

Assessment may occur on the job or in a simulated workplace facility with relevant equipment, simulated work instructions and deadlines.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Unit scope

- Work involves planning of production in a furnishing enterprise
- The competency will relate to the interface between sales/marketing, purchasing and production areas and may involve dealing with the unpredictability of variables, such as sales, raw materials, machinery availability, operator availability and quality variations
- Production operations may include: repetitive production runs, short runs, quick changes, indent orders, stock replenishment

Unit context

- OHS requirements include legislation, building codes, material safety management systems, hazardous substances and dangerous goods codes and safe operating procedures
- Work is carried out in accordance with legislative obligations, environmental legislation, relevant health regulations, authorised handling procedures and organisation insurance requirements
- Work requires individuals to demonstrate conceptual, analytical and organisational ability, judgement and problem solving skills

Unit context

- Work may be conducted in a large-scale production or small business situation in one of the following sectors:
 - cabinet making
 - wood machining
 - furniture polishing
 - glass and glazing
 - soft furnishing
 - upholstery
 - bed and mattress making
 - floor covering and finishing

RANGE STATEMENT	
	• picture framing and musical instruments • Production planning may include the establishment of an overall plan for manufacture/product delivery in conjunction with marketing/merchandising area • The competency is applied under limited guidance in line with a broad plan, budget or strategy
Workplace organisation systems may include:	• just in time • quick response • quality systems • team processes and benchmarking
Machinery/equipment	Machinery/equipment will be that required for the particular sector operations
Personal protective equipment	Personal protective equipment is to include that prescribed under legislation, regulations and enterprise policies and practices
Information and procedures	• Enterprise business plan • Production procedures/flows • Previous production plans • Production and planning policies and other documentation • Machine/equipment manufacturer specifications and instructions • Organisation work orders • Job procedures • Work instructions • Legislation/regulations/national and industry codes and practices relevant to the production environment and processes

Unit Sector(s)

Unit sector	Furnishing Technology
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Competency field

Competency field	
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Co-requisite units

Co-requisite units		