



Australian Government

Department of Education, Employment and Workplace Relations

LMFGG3006B Apply film to glass

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit addresses the knowledge and skills required to prepare glass surfaces and cut and apply window film.
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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. Identify work requirements	1.1. Work requirements in the form of type and quantity of glass and type and colour/nature of film are identified from work instructions 1.2. Workplace health and safety requirements for application of film to glass, including personal protection needs, are observed throughout the work 1.3. Equipment, accessories and materials are identified for the application of film in accordance with workplace procedures 1.4. Materials Safety Data Sheets and/or product application and safety information are read and used to guide work practices 1.5. Particular process techniques, time and safety requirements are noted and used to plan work 1.6. The process for applying film to glass is identified
2. Prepare for work	2.1. Work sequence is planned in a logical order to suit the job 2.2. Tools, equipment and materials are selected and checked prior to use to ensure that they are appropriate for the work, serviceable and in a safe condition 2.3. Film to be applied is checked for defects or damage 2.4. Surfaces are measured and materials and templates cut without causing damage according to accepted industry methods, materials and procedures 2.5. Glass is cleaned/prepared using approved methods, materials and equipment following film and product manufacturer instructions and/or workplace practices 2.6. Glass is checked for damage and suitable preparation 2.7. Any faults/flaws are identified and reported in accordance with workplace procedures 2.8. Appropriate workplace documentation is completed and handled as required by measuring, cutting and surface preparation outcomes
3. Apply film	3.1. Equipment and accessories are used to apply the film in accordance with manufacturers' and workplace instructions 3.2. Surfaces are kept clean and free of contamination according to the specifications and procedures for materials/product used

ELEMENT	PERFORMANCE CRITERIA
	3.3. Problems occurring during operation are identified and reported to appropriate persons in accordance with workplace procedures 3.4. Authorised changes in working procedures and/or requirements are followed 3.5. the application of film outcomes
4. Inspect tinted product and refurbish work area	4.1. Windows are inspected and any film faults are rectified in accordance with workplace procedures 4.2. Australian Standard sticker is applied if appropriate 4.3. Tinted products are removed for storage/further processing as required by workplace procedures
5. Complete work	5.1. Waste and scrap material is removed for disposal or recycling as required 5.2. Work area is cleaned and rubbish disposed of as appropriate 5.3. Appropriate workplace documentation to reflect application and inspection is completed and handled as required by workplace procedures 5.4. Tools, equipment and unused materials are removed and stored appropriately

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- collect, organise and understand information related to work orders, basic plans, and safety procedures
- communicate ideas and information to enable confirmation of work requirements and specifications, coordination of work with work supervisor, other workers and customers, and the reporting of work outcomes and problems
- plan and organise activities including the preparation and layout of the work area and the obtaining of equipment and materials to avoid any back tracking, workflow interruptions or wastage
- work with others and in a team by recognising dependencies and using cooperative approaches to optimise workflow and productivity
- use mathematical ideas and techniques to correctly complete measurements and markings, calculate work requirements, optimise film and glass sizes for economical cutting and assemble required materials
- use pre-checking and inspection techniques to plan work, avoiding re-working and wastage
- use the limited workplace technology related to the application of film to glass

Required knowledge

- the qualities and characteristics of glass, including the hazards and handling requirements
- workflow in relation to the application of film to glass
- workplace safety system requirements and relevant technical information for applying film to glass
- relevant Australian Standards
- measuring and cutting procedures
- surface preparation procedures including cleaning agents and relevant cleaning procedures
- relevant application methods including equipment, processes and procedures
- statutory legislation appropriate to the range of duties (including ADRs)

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 work order/job instruction and locate and apply relevant information to apply film to glass
- Identify film products and equipment required and plan work sequence
- Apply safe handling requirements for equipment, products and materials, including use of personal protective equipment
- Follow work instructions, operating procedures and inspection practices to:
 - minimise the risk of injury to self and others
 - prevent damage to goods, equipment and products
 - maintain required production output and product quality
- As a minimum, demonstrate the ability to:
 - indicate ideal shapes for accurate pattern making
 - have a sound knowledge of glass types and the need for care in cutting both film and glass
 - demonstrate accuracy in cutting film from patterns and trimming film on glass
 - demonstrate a knowledge of cleaning all types of glass to ensure it is correctly prepared in accordance of film manufacturers' recommendations prior to film application
 - follow film manufacturers' guidelines for correct squeegee procedure for the application of various films (to be determined by films normally applied in the workplace)
 - demonstrate a knowledge of film manufacture to ensure correct handling, storage and application of all films
- Work effectively with others
- Modify activities to cater for variations in workplace contexts and environment

Resource implications

Film, glass sheet/product for coating, work area, tools, personal protective equipment, cleaning and other consumables and work orders.

EVIDENCE GUIDE	
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 questioning on underpinning knowledge. Assessment may be in conjunction with assessment of other relevant units of competency .
Context of assessment	Assessment may occur on the job or in a workplace simulated facility with relevant application equipment, materials, 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 context

- OHS requirements may include legislation, standards, building codes, material safety management systems and local safe operating procedures
- Work is carried out in accordance with statutory requirements, environment legislation, manual handling procedures and relevant regulations and organisation insurance requirements
- Work requires individuals to demonstrate discretion, judgement and problem solving skills in the set up and operation of film application equipment. This may be demonstrated either individually or in a team environment
- Work may be performed in workplaces which are involved in the manufacture, processing and/or installation of glass and/or the application of film to glass for domestic, commercial or automotive application. These may be in enterprise facilities or at customer's premises/location
- Work is generally performed individually, with general supervision and may be part of a production process

Glass includes:

- automotive
- domestic and commercial glass
- mirrors
- shower screens and furniture glass
- Glass may be annealed, laminated or toughened

Window film may include but is not limited to:

- solar
- reflective
- tinted
- safety

RANGE STATEMENT	
	• security and decorative film
Tools and equipment are to include:	• squeegees and holsters • five-way cutting-in tools • edge bumping gold card tools • hard edge spear cards • screen wiping tools • trim knives • scrapers • scourers • measures • drop sheets • calculator • chamois • steamers • heat guns • flushing units • filter units • hand tools (pliers, files, screwdrivers and spanners)
Materials may include but are not limited to:	• window film • trim and scraper blades • slip solution • glass cleaner • adhesive remover and other consumables (towel, steel wool, etc)
Personal protective equipment	Personal protective equipment is to include that prescribed under legislation, regulation and enterprise policies and practices. It may include: • gauntlets • gloves • safety glasses • safety footwear • aprons and overalls
Information and procedures	• Film manufacturer specifications and instructions • Vehicle manufacturer specifications/insurance company instructions/statutory requirements (including ADRs) • Customer's requirements • Workplace procedures relating to the handling

RANGE STATEMENT

	and movement of glass and the application of film • Safety standards, including personal protective equipment, OHS regulations, enterprise requirements and special requirements specified by MSDS and instructions • Work instructions including job sheets, cutting lists, plans, drawings and designs • Quality and Australian Standards and procedures
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Unit Sector(s)

Unit sector	Glass and Glazing
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Competency field

Competency field	
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Co-requisite units

Co-requisite units		