



Australian Government

Department of Education, Employment and Workplace Relations

LMTML2008A Assemble simple blocked millinery components

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit covers the skills and knowledge required to perform the tasks associated with assembling blocked millinery components. It also involves the preparation of components.

Application of the Unit

Application of the Unit This unit applies to performing tasks associated with assembling blocked millinery components.

Work may be conducted in small to large scale enterprises and may involve individual and team activities. Work is performed within defined procedures under some supervision.

The application of this unit is according to OHS practices of the enterprise and workplace practices, which may include:

- requirements prescribed by legislation, awards, agreements and conditions of employment
- standard operating procedures
- work instructions
- oral, written and visual communication
- quality practices, including responsibility for maintenance of own work quality and contribution to quality improvement of team or section output
- housekeeping
- tasks related to environmental protection, waste disposal, pollution control and recycling

This unit requires the application of skills associated with planning and organising for safe and effective assembly of components using millinery technology and operations. This unit also requires an ability to interpret and communicate job requirements, check the quality of outcomes and identify and address problems relating to own work.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisites

Employability Skills Information

Employability Skills This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Not applicable.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Confirm assembly requirements	1.1 Requirements for the headwear component assembly are confirmed
2 Prepare components for assembly	2.1 Millinery components to be used are obtained 2.2 Components are pinned, tacked or otherwise prepared for assembly
3 Assemble the components	3.1 Components are sewn by hand or machine or glued together to ensure conformance to design requirements 3.2 Assembled components are inspected to ensure workplace quality standards are met 3.3 Non-conformance to standards are identified 3.4 Faults are reported and recorded, where required,

Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit.

Demonstrates knowledge of:

- industry and product processes and equipment
- a knowledge of materials and their application in millinery manufacture, including their composition and effects of temperature and steam
- assembly or attachment methods
- inspection and checking procedures
- quality standards
- safety and environmental aspects related to equipment operation
- workplace procedures
- reporting procedures
- OHS practices, including hazard identification and control measures
- recording and reporting practices

Demonstrates skills to:

- determine and apply the correct sequence of assembly
- select and use a variety of attachment methods
- visualise the finished product
- identify non-conforming materials or components
- apply the quality requirements for each stage of the process
- communicate effectively within the workplace
- document, assess and transfer information
- read, interpret and follow information on work specifications, standard operating procedures and work instructions and other reference material
- maintain accurate records
- sequence operations
- meet specifications
- clarify and check task-related information
- carry out work according to OHS practices

Evidence Guide

The Evidence Guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Demonstrates skills and knowledge to:

- prepare components and materials for assembly
- assemble the components and materials
- operate machines and equipment, including heat and steam equipment, which are relevant to the competency and used within the enterprise
- recognise non-conforming outcomes

Consistently applies skills and knowledge when:

- organising work
- completing tasks
- identifying improvements
- using workplace practices
- using OHS practices
- recording and reporting accidents and incidents
- assessing operational readiness of equipment used and work processes
- recognising and adapting to cultural differences in the workplace, including modes of behaviour and interactions
- completing work systematically with attention to detail without damage to goods and equipment

Context and specific resources for assessment

Assessment may occur on the job or in an appropriately simulated environment and requires access to work areas, materials and equipment and to information on workplace practices and OHS practices.

Guidance information for assessment

This unit may be assessed independently or in combination with other relevant units.

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. Add any 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.

Legislative/regulatory requirements All work must comply with relevant Federal and State or Territory legislative or regulatory requirements.

Assemble the components may include

- woven straw
- straw braid
- fabrics
- fur
- skin
- felt

Machines and equipment may include

- standard sewing machine
- overlocker
- hot glue gun
- wiring machine
- iron
- steamer

OHS practices OHS practices must include hazard identification and control, risk assessment and implementation of risk reduction measures specific to the tasks described by this unit, and may include:

- manual handling techniques
- standard operating procedures
- personal protective equipment
- safe materials handling
- taking of rest breaks
- ergonomic arrangement of workplaces
- following marked walkways
- safe storage of equipment
- housekeeping
- reporting accidents and incidents
- other OHS practices relevant to the job and enterprise

Unit Sector(s)

Sector Millinery