



Australian Government

Department of Education, Employment and Workplace Relations

LMTTF2011A Cut and shape canvas or sail materials

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit covers the skills and knowledge required to manually cut and shape fibrous materials used in canvas product and sail construction.

Application of the Unit

Application of the Unit

This unit applies to cutting a range of materials, including canvas, PVC and clear plastic, into single piece shapes with straight or simple curved sides such as for shorteners and lugs. Work may be conducted in a variety of environments, such as:

- operational indoor workplaces
- operational outdoor workplaces

Work may be conducted in small to large scale enterprises and may involve individual and team activities. Work is performed within defined procedures under direct 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 the safe and effective use of cutting and shaping process and technology. This unit also requires an ability to interpret and communicate job related information, check the quality of outcomes and identify and address problems relating to own work. Self management skills are applied to ensure workplace and quality standards are achieved.

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 Plan work and prepare work area	1.1 Workplace procedures and instructions are read and interpreted 1.2 Work is performed in accordance with defined procedures and methods either individually or in a team environment 1.3 Work is performed in accordance with statutory requirements, workplace insurance requirements, OHS practices , manual handling procedures and relevant health regulations 1.4 Work is generally performed under direct supervision
2 Cut and shape material	2.1 Electric tools are connected to power and used safely 2.2 Shears, trimmers, rotary cutting devices and dies are used to cut materials and form complex shapes in material 2.3 Materials are safely manipulated on cutting table or floor 2.4 Product is separated from waste material 2.5 Knowledge of cutting and shaping processes are applied to perform required tasks
3 Remove product and dispose of waste materials	3.1 Finished panels are removed, folded with correct sequence of folds to suit sewing stage and stored neatly for further processing 3.2 Waste materials are removed and separated for recycling or reuse 3.3 Waste materials designated for reuse are sorted according to size and shape and returned to storage 3.4 Waste materials designated for recycling are safely and efficiently disposed of in accordance with workplace procedures 3.5 Waste materials unsuitable for recycling are disposed of in an environmentally acceptable manner 3.6 Assistance to move finished products and waste material is obtained if necessary
4 Inspection, quality, labelling and documentation	4.1 Completed work is informally inspected by operator to check that it appears to be of an acceptable standard 4.2 Completed panels are labelled or tagged with job number, client, or other identification and any necessary documentation completed in accordance with workplace procedures
5 Clean up and maintain cutting equipment and work area	5.1 Normal basic maintenance of cutting surface and cutting equipment is performed in accordance with workplace requirements and manufacturer specifications 5.2 Work area is cleaned 5.3 Supervisor is notified of any abnormal conditions requiring maintenance or repair

Required Skills and Knowledge

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

Demonstrates knowledge of:

- hazards associated with cutting equipment used in cutting and shaping
- work piece construction principles and methods
- common materials used in the canvas and sail industry, and their cutting characteristics
- the range of cutting and shaping equipment, hand tools and power tools used in cutting and shaping processes and their appropriateness for particular applications
- operating principles of cutting and shaping equipment
- relevant quality standards for products of the cutting and shaping process
- standard industry practice for storage and safe disposal of materials used in cutting and shaping processes
- power sources such as single phase, three phase and weather protected outlets
- electrical isolation procedures for electrically powered cutting and shaping equipment
- environmental requirements of relevant industry and workplace procedures
- general housekeeping policies and procedures
- OHS practices, including hazard identification and control measures
- quality practices
- workplace practices
- recording and reporting practices

Demonstrates skills to:

- identify unsatisfactory performance of cutting equipment
- use relevant hand and power tools
- use relevant chemicals and cleaning agents and dispose of waste products
- perform simple maintenance of cutting equipment and maintain work area
- identify product sections for future processing
- read, interpret and follow information on work specifications, standard operating procedures and work instructions and other reference material
- maintain accurate records
- communicate within the workplace
- 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:

- comply with all relevant safety requirements including safe use of cutting and shaping equipment and associated hand and power tools
- interpret work orders
- interpret equipment and materials specifications and instructions needed for the cutting and shaping process
- prepare material to be cut and shaped and set up cutting equipment
- perform cutting and shaping processes
- perform basic operator maintenance of cutting equipment
- perform normal operator maintenance of work area to enable work to be conducted safely and efficiently
- document and communicate work related information including reporting of faults and other problems

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.

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
- Materials may include**
- fibres and yarns used in canvas and sail making
 - ropes
 - dacron, nylon and composite sail cloths

Unit Sector(s)

Sector Textile Fabrication