



Australian Government

Department of Education, Employment and Workplace Relations

LMTTF2016A Install products on and off site

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit covers the skills and knowledge required to install canvas and sail products both on site and off site.

Application of the Unit

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This unit applies to the installation, operation and maintenance of canvas and sail products and equipment both on and off site. Work may be conducted in a variety of environments, such as:

- operational indoor workplaces
- operational outdoor workplaces
- restricted or confined spaces
- hazardous or exposed conditions including working aloft using scaffolding, cherry picker and bosun's chair

Work may require independence, discretion, judgement and acceptance of responsibility for overall work outcomes. Work may involve planning and coordination of tasks and processes, interaction with other enterprise personnel, enterprise clients, manufacturers' representatives and other external personnel.

Work may be conducted in small to large scale enterprises and may involve individual and team activities.

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 installation of canvas and sail products, as well as the application of installation technology. This unit also requires the ability to apply problem solving strategies to identify and rectify installation problems, interpret and complete workplace documentation and communicate product information to customers. 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 Prepare site	1.1 Workplace procedures and instructions are read and interpreted, including interpretation of drawings and technical information to guide installation 1.2 Sequence of task operations is planned 1.3 Suitable electrical power outlets are identified 1.4 Ladders, steps or bosun's chair are set up as required 1.5 Additional assistance, if required, is arranged 1.6 Site for service provision is prepared
2 Select, use and store tools	2.1 Appropriate tools are selected for the job 2.2 Tools are inspected for damage, missing components or other defects (including frayed power cords where applicable) prior to use 2.3 Safe working environment for tool use is established 2.4 Extension power cables are checked for knots and insulation damage and are safely supported when working overhead 2.5 Electrical tools are safely connected to power supply 2.6 Safety equipment is used in accordance with OHS practices 2.7 Tools are used in accordance with OHS practices 2.8 Tools are located in a safe position when not in use 2.9 Tools and extension cords are cleaned and stored in accordance with industry and workplace OHS practices
3 Use ladder, steps, bosun's chair or other device	3.1 Ladders or other devices such as steps or bosun's chair are appropriately selected for the tasks 3.2 Ladder or other device is secured and adequately supported 3.3 Appropriate barriers and signs are erected when working overhead 3.4 Assistance is used as necessary when working above the ground or deck
4 Fit products	4.1 Appropriate marking tools and measuring equipment are used to mark out fitting positions 4.2 Products to be installed are checked to ensure they meet specifications and are fit for their intended purpose 4.3 Appropriate ladders or other devices are used to gain height advantage 4.4 Appropriate tools are used to drill and prepare locating holes 4.5 Products are safely lifted or lowered into position 4.6 Appropriate fastenings are used to attach or anchor product 4.7 Pulleys or sheave blocks are fitted

ELEMENT	PERFORMANCE CRITERIA
	4.8 Ropes or cables are threaded or attached as necessary and stays or other fastenings are fitted
	4.9 Work area is cleaned up after fitting
	4.10 Appropriate OHS precautions are applied during all phases of the task
	4.11 Knowledge of fitting products are applied to perform required tasks
	4.12 Work is conducted in cooperation with other team members as required
5 Inspect and check quality	5.1 Completed work is inspected to verify that the products and installation work meet job specifications and relevant workplace and industry quality standards
	5.2 Products are checked for correct fit, correct installation and correct operation after installation
	5.3 Rework or rectification requirements are determined
	5.4 Rework or rectification is performed or other appropriate action is taken
6 Demonstrate and provide customer information	6.1 Product use and operating information is supplied to customer
	6.2 Product is demonstrated to customer
	6.3 Customer questions are answered
7 Clean up	7.1 Work area is cleaned up
	7.2 Tools, ladders, bosun's chair or other equipment is cleaned and stowed away
	7.3 Project documentation is completed
	7.4 Customer signature is obtained, if required

Required Skills and Knowledge

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

Demonstrates knowledge of:

- electrical and general workplace hazards and means of identifying them
- operating principles of products and associated equipment to be installed
- the range of hand tools, power tools, measuring devices and other equipment used in the installation process, and their operating principles and appropriateness for particular applications
- power sources such as single phase, three phase and weather protected outlets
- format of product and equipment specifications
- setting and adjustment principles and processes for products and equipment being installed
- comprehensive knowledge of typical problems of products and associated equipment and their rectification procedures
- relevant product quality standards for products and equipment installed
- environmental requirements of relevant industry and workplace procedures including use of equipment for working aloft
- general housekeeping policies and procedures
- mathematical processes used in the installation and checking processes
- OHS practices, including hazard identification and control measures
- quality practices
- workplace practices
- recording and reporting practices

Demonstrates skills to:

- locate and interpret technical information about products and their installation
- read an engineering plan for the installation of shade sail structures, plan site schedule and lay out site
- use relevant hand and power tools
- use equipment for working aloft such as extension ladders, scaffolding, cherry picker and bosun's chair
- use lubricants, adhesives, sealants, chemicals and cleaning agents and dispose of waste products
- maintain work area
- identify electrical and workplace hazards
- 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

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

- 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 ladders, bosun's chair, load hoisting equipment and electrical equipment
- interpret work orders, drawings and installation instruction
- interpret product, and equipment specifications needed for installation and operation
- perform normal installation and setting of products and equipment
- inspect and test operation of installed products and equipment
- specify any rectification necessary
- 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 which do not fall within the operator's province

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.
Products may include	• blinds • awnings • annexes • sails
Tools may include	• hand tools such as: • hammers • punches • hand drills • saws • hacksaws • rasps • wire brushes • pop-rivets • expanding bolts • power tools such as: • portable electric drills • routers • portable sanders • abrasive disk cutting equipment • electric punches
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 Textile Fabrication