



Australian Government

MSFBA3007 Construct wood weave-style blinds

Release: 1

MSFBA3007 Construct wood weave-style blinds

Modification History

Release 1 - New unit of competency

Application

This unit of competency covers constructing wood weave-style blinds. It applies in a workplace environment and may be conducted in small to large scale enterprises

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Competency Field

Unit Sector

Blinds and awnings

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

1	Establish work requirements and prepare for work	1.1	Work health and safety (WHS) requirements, legislative requirements, and workplace practices are observed throughout the work
		1.2	Personal protective equipment is selected and used
		1.3	Style of blind is identified from work order
		1.4	Tools and equipment are selected and checked for safe operation
		1.5	Materials are selected from stock and checked against work requirements
2	Lay out, mark and cut materials	2.1	Material is laid out flat and square on a cutting bench large enough to take the full width of the wood and marked
		2.2	Material is cut

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| 3 | Construct blind | 3.1 | Wood is woven to form skin of blind |
| | | 3.2 | Head and bottom rails are attached to blind |
| | | 3.3 | Cords are attached to blind |
| | | 3.4 | Blind is finished according to work instructions |
| | | 3.5 | Child safety mechanisms as required by legislation or code of practice are selected and attached |
| 4 | Apply quality checks | 4.1 | Finished blinds are checked to ensure end finishing and final length of finished blinds match work requirements |
| | | 4.2 | Finished blind is tested within limits of normal operation for correct operation and parts of the work that do not comply with work order are repaired or re-worked |
| 5 | Complete work | 5.1 | Finished work is cleaned, packaged and stored following workplace practices |
| | | 5.2 | Tools and equipment are cleaned, maintained and stored |
| | | 5.3 | Faulty tools and equipment are reported to appropriate personnel |
| | | 5.4 | Work area is cleaned and waste is disposed of in accordance with workplace practices and environmental legislation covering disposal of industrial waste |
| | | 5.5 | Workplace documentation or reporting is completed |

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency. Detail on appropriate performance levels for each furnishing unit of competency in reading, writing, oral communication and numeracy utilising the Australian Core Skills Framework (ACSF) are provided in the Furnishing Training Package Implementation Guide.

Range of Conditions

Specifies different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Range is restricted to essential operating conditions and any other variables essential to the work environment.

WHS requirements include:

- Commonwealth, state or territory legislation and regulations
- organisational safety policies and procedures
- the use of personal protective equipment and clothing
- firefighting equipment
- first aid equipment
- hazard and risk control and elimination of hazardous materials and substances
- manual handling, including lifting and carrying

Legislative requirements include:

- applicable legislation from all levels of government that affect organisational operation
- award and enterprise agreements
- industrial relations
- Australian Standards
- confidentiality and privacy
- the environment
- equal employment opportunity (EEO)
- anti-discrimination
- relevant industry codes of practice
- duty of care and heritage

Workplace practices include:

- legal, organisational and site guidelines
- policies and procedures relating to own role and responsibility
- quality assurance
- procedural manuals
- quality and continuous improvement processes and standards
- emergency and evacuation
- ethical standards
- recording and reporting
- access and equity principles and practices
- equipment use, maintenance and storage
- environmental management (waste disposal, recycling and re-use guidelines)
- tolerances
- following manufacturer instructions

Personal protective equipment includes:

- safety glasses/goggles
- hearing protection
- safety footwear
- protective clothing and head wear
- respiratory protection

Styles include:	• Roman or roll-up style
Work orders include:	• quotations for work • job cards • customer orders • specifications, including design, size, colour and quantity
Materials include:	• threads • bamboo • basswood
Tools and equipment include:	• saws • needles • cutting bench
Work instructions include:	• instructions for constructing wood weave Roman-style blinds and wood weave roll-up style blinds
Appropriate personnel include:	• assessors • trainers • supervisors • maintenance officer • manager or any other person responsible for the work activity
Waste includes:	• wood and hardware
Workplace documentation includes:	• time sheets • customer care cards • work orders • reports

Unit Mapping Information

Supersedes and is equivalent to LMFBA3007A Construct wood weave style blinds

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0601ab95-583a-4e93-b2d4-cfb27b03ed73>

Assessment Requirements for MSFBA3007 Construct wood weave-style blinds

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Performance Evidence

- Interpret work order, locate materials and use information to complete tasks in constructing wood weave-style blinds
- Apply safe handling practices and safe operating procedures for equipment, products and materials to:
 - minimise the risk of injury to self or others
 - prevent damage to goods, equipment and products
- Identify materials and equipment used in constructing wood weave-style blinds
- Select, set up and maintain equipment in accordance with manufacturer specifications and workplace practices
- Reporting material faults, damaged products or equipment
- Cut wood accurately according to work order and construct a minimum of two (2) wood weave-style blinds; one Roman-style, one roll-up style
- Communicate ideas and information to enable confirmation of work requirements and specifications and the reporting of work outcomes and problems, interpret basic plans and follow safety procedures
- Avoid backtracking, work flow interruptions or wastage
- Work with others and in a team by recognising dependencies and using cooperative approaches to optimise work flow and productivity

Knowledge Evidence

- State or territory WHS legislation, regulations, standards and codes of practice relevant to the full range of processes for constructing wood weave-style blinds
- Organisational and workplace standards, requirements, policies and procedures for constructing wood weave-style blinds
- Reading and interpreting workplace documents, including work orders, work instructions and operator instructions
- Environmental protection requirements relating to the disposal of waste material
- Established lines of communication and protocols
- Types of tools and equipment used to construct wood weave-style blinds and procedures for their safe use, operation and maintenance
- Terms used to describe components of wood weave-style blinds
- Characteristics of timber used in wood weave-style blinds
- Storage systems and labelling

- Procedures for the recording, reporting and maintenance of workplace records and information
- Mathematical techniques for estimation and measurement of materials

Assessment Conditions

- Assessors must:
 - hold training and assessment competencies as determined by the National Skills Standards Council (NSSC) or its successors
 - have vocational competency in the furnishing industry at least to the level being assessed with broad industry knowledge and experience, usually combined with a relevant industry qualification
 - be familiar with the current skills and knowledge used and have relevant, current experience in the furnishing industry.
- Assessment methods must confirm consistency of performance over time rather than a single assessment event and in a range of workplace relevant contexts.
- Assessment must be by observation of relevant tasks with questioning on underpinning knowledge and, where applicable, multimedia evidence, supervisor's reports, projects and work samples.
- Assessment is to be conducted on single units of competency or in conjunction with other related units of competency. Foundation skills are integral to competent performance in the unit and should not be assessed separately.
- Assessment must occur on the job or in a workplace simulated facility with relevant process, equipment, materials, work instructions and deadlines.
- Access is required to a location relevant to constructing wood weave-style blinds; and workplace practices, including standard operating procedures and work instructions for constructing wood weave-style blinds.

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