



Australian Government

**Assessment Requirements for
MSFFDM4002 Collect and interpret
information to support production
processes**

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Modification History

Release 1. Unit code and Application changed. Elements and Performance Criteria changed to active voice. Range of Conditions removed, and relevant content moved to Assessment Requirements. Assessment Requirements changed to include volume and frequency of evidence and remove duplication with Performance Criteria. Supersedes and is not equivalent to MSFFT4003 Organise production processes and MSFFT4008 Interpret and use workplace information.

Performance Evidence

There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and demonstrated the ability to:

- collect and interpret information to support production processes for one specified and significant production operation, including:
 - reading and interpreting workplace documents including job specifications, statistical reports and other data and process documents
 - conducting trials
 - coordinating and evaluating the production process
 - reporting on the success of the process
 - undertaking statistical gathering and analysis using appropriate methods for the audience.

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- sources of workplace information including:
 - production plans and schedules
 - product drawings and specifications
 - equipment instructions and capacities
 - relevant standards, inspection requirements and design rules
 - customer-related information
 - inventory and stock levels
 - archives and records
 - supplier and market analysis
- workplace and workflow theory relating to production processes and manufacturing
- equipment safety features
- workplace procedures for setting up for production and reporting
- company products, market, work systems and equipment

- contemporary business information and statistical reporting, forecasting and presentation techniques
- softwares suitable for storage, manipulation, management and presentation of statistical information
- equipment and machine processes relevant to the production processes, including microprocessor or computer-controlled machines
- quality procedures, inspection and testing requirements
- legislative requirements of the work activities
- job specifications, operating procedures and inspection processes to:
 - minimise the risk of injury to self or others
 - prevent damage to goods, equipment and products
 - maintain required production output and product quality.

Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated environment that reflects workplace conditions and contingencies. The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources, including:
 - production plans and procedures
 - past collections of data
 - data-collecting and analysis tools or software.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

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