



Australian Government

MSTCL2016 Trim headwear

Release: 1

MSTCL2016 Trim headwear

Modification History

Release 1. Supersedes and is equivalent to LMTCL2016B Trim headwear

Application

This unit of competency covers the skills and knowledge required to perform the tasks associated with trimming headwear.

The unit applies to multiple units of repetitive styles, such as sports caps, sun protective headwear, soft hats and adventure wear, sewn from textile products. It involves selecting or making simple trims.

Work is conducted according to defined procedures.

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

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

Pre-requisite Unit

Nil

Competency Field

Clothing production

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the essential outcomes.

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

1 Determine job requirements

- | | |
|-----|---|
| 1.1 | Follow standard operating procedures (SOPs) |
| 1.2 | Comply with work health and safety (WHS) requirements at all times |
| 1.3 | Use appropriate personal protective equipment (PPE) in accordance with SOPs |
| 1.4 | Identify job requirements from specifications, drawings, |

job sheets or work instructions

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|---|---------------------------------|-----|--|
| 2 | Prepare to trim headwear | 2.1 | Confirm requirements for trimming headwear and determine sequence for trimming |
| | | 2.2 | Select appropriate materials to reflect requirements of design and quality |
| | | 2.3 | Prepare materials by cutting, stiffening or shaping, as required, according to design requirements |
| 3 | Trim headwear | 3.1 | Form, sew, staple or glue trims in preparation for attachment to headwear |
| | | 3.2 | Attach trim to hat, as required, to reflect design |
| | | 3.3 | Check trimmed or finished article for safety, including potentially dangerous items |
| | | 3.4 | Document process and outcomes according to workplace procedures |

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for 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.

Workplace procedures include one or more of the following:

- requirements prescribed by legislation, awards, agreements and conditions of employment
- SOPs
- 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 - WHS practices
Australian Standards include:	the relevant industry or Australian Standards that are current at the time this unit is being undertaken
Trims include one or more of the following:	- ribbon - braid - fabric - flowers - badges - buttons - studs - eyelets - fastenings - elastic - cords - feathers
Potentially dangerous items include one or more of the following:	- wiring - pins - staples - flower or trim wires - dyes - hat elastic

Unit Mapping Information

Release 1. Supersedes and is equivalent to LMTCL2016B Trim headwear

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a203ec5c-de7d-406b-b3e1-8f1a9b76e92e>

Assessment Requirements for MSTCL2016 Trim headwear

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria, and include:

- reading and following work instructions, standard operating procedures (SOPs), safe work practices
- applying relevant standards
- selecting appropriate materials to reflect requirements of design and quality
- preparing materials by cutting, stiffening or shaping, as required, according to design requirements
- attaching and positioning trims to produce the required outcome on at least two (2) types of headwear
- applying quality requirements
- operating machines or equipment according to work health and safety (WHS) requirements
- checking trims for safety, including potentially dangerous items
- documenting process and outcomes according to workplace procedures.

Knowledge Evidence

Evidence must be provided that demonstrates knowledge of:

- safe work practices and procedures and use of personal protective equipment (PPE)
- relevant Australian Standards
- industry and product processes and equipment
- trims, including fabric types, variety, their application and attachment methods
- inspection and checking procedures
- quality standards and practices
- importance of ventilation and lighting
- workplace procedures
- recording and reporting practices.

Assessment Conditions

- Assessors must:
 - satisfy the assessor competency requirements that are in place at the time of the assessment, as set by the VET regulator

- have vocational competency in trimming headwear, at least to the level being assessed, with relevant industry knowledge and experience.
- Assessment should occur in operational workplace situations. Where this is not possible, or where personal safety or environmental damage are limiting factors, assessment must occur in a sufficiently rigorous simulated environment reflecting realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.

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