



Australian Government

MSTFP2011 Perform table-based operations

Release: 1

MSTFP2011 Perform table-based operations

Modification History

Release 1. Supersedes and is equivalent to LMTFP2011B Perform table-based operations

Application

This unit of competency covers the skills and knowledge required to undertake table-based operations in footwear production.

The unit of competency applies to the preparation and production of components using table-based operations, working to defined procedures and methods. Table-based operations may apply to various aspects of footwear production processes, including preparation for cutting, preparation of uppers, preparation for assembly and making shoes and components.

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

Footwear 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
2	Prepare work pieces	2.1	Receive work bundle, check against ticket information and assess any follow-up action
		2.2	Assess quality of received component parts
		2.3	Lay out work pieces in correct sequence
3	Prepare workstation	3.1	Set up workstation according to work requirements and to achieve operator comfort and minimise fatigue
		3.2	Clean and check tools and carry out minor maintenance to ensure they are ready for operations
		3.3	Maintain records
4	Carry out table-based activities	4.1	Perform table-based operations, appropriate to production task, to quality specifications
		4.2	Use tools according to WHS practices to achieve specifications
		4.3	Use appropriate materials according to workplace procedures to achieve specifications
		4.4	Maintain records

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

Table-based operations include one or more of the following:

- preparation for cutting
- preparation of uppers
- preparation for assembly/making of shoes
- making of components
- making/fitting trims
- inspection of incoming materials

Unit Mapping Information

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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 MSTFP2011 Perform table-based operations

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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 and safe work practices
- applying relevant standards
- checking work against ticket information and workplace standards
- preparing workstation and work before commencing operations
- applying techniques for at least five (5) table-based operations, according to workplace requirements
- using processes and hand tools associated with table-based operations
- carrying out minor tool maintenance
- applying work health and safety (WHS) practices in work operations, with particular reference to adhesives and use of tools
- applying workplace procedures
- maintaining accurate records.

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
- characteristics of materials used in product construction
- processes used to prepare or construct components and pieces
- operating procedures for table-based production machines
- quality standards and practices
- 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 performing table-based operations for footwear, 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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