



**Australian Government**

# **Assessment Requirements for MSTFP3003 Assemble shoe by hand**

**Release: 1**

# Assessment Requirements for MSTFP3003 Assemble shoe by hand

## Modification History

Release 1. Supersedes and is equivalent to LMTFP3003B Assemble shoe by hand

## 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
- checking work against ticket information and workplace practices
- preparing workstation and work before commencing construction operations
- planning, sequencing and coordinating operations involved in assembly of shoe components according to required construction process and timeframe
- assembling at least five (5) pairs of shoes according to specifications
- carrying out all operations using machines and processes required for the assembly of shoe components
- making adjustments to machines to meet requirements and procedures
- checking product against standards
- 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
- footwear production processes and machines requiring operator dexterity in handling and positioning of work
- materials used in assembling shoes, including adhesives, solvents and abrasives, and safety requirements of their use
- materials, stitch types, needle types and thread qualities
- sequence of operations in shoe assembly
- 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 assembling shoes by hand, 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.

## Links

Companion Volume implementation guides are found in VETNet -

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