



Australian Government

Assessment Requirements for MSTGN3016

Plan tasks to assist production operations

Release: 1

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Modification History

Release 1. Supersedes **and is equivalent to** MSTGN3005 Plan tasks to assist production operations.

Performance Evidence

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

- planned 2 tasks to assist production operations, covering at least 1 of the following:
 - work rosters
 - work health and safety practices
 - workplace procedures
- communicated effectively about the development of the plan to work team, section and individuals
- monitored the plan and made changes to improve outcomes
- documented the plan.

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- safe work practices and procedures and use of personal protective equipment (PPE)
- Australian Standards, industry regulations and codes of practice that govern the control of chemicals, relevant to the workplace (such as *Australian/New Zealand Standard™ AS/NZS 4146:2000 Laundry practice*, applicable to a laundry workplace)
- production and work flow system in the workplace
- factors and constraints that negatively impact on effective work flow and how they can be controlled
- effective work methods to achieve production objectives and timelines
- effective communication strategies
- planning tools and techniques
- quality standards and procedures relevant to enterprise
- scheduling techniques
- resourcing policies, relevant to enterprise
- general staffing levels, capabilities and application of standard times
- workplace recording and reporting practices.

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:
 - a TCF production environment set up with relevant standard operating procedures (SOPs), safety information and equipment
 - access to team members.

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=a203ec5c-de7d-406b-b3e1-8f1a9b76e92e>