



Australian Government

MSTGN5012 Participate in production planning processes

Release: 1

MSTGN5012 Participate in production planning processes

Modification History

Release 1. Supersedes **and is equivalent to** MSTGN5001 Participate in production planning processes.

Application

This unit of competency describes the skills and knowledge required to participate in production planning processes. Production plans are used to guide production according to enterprise needs

Discretion and judgement is required for this work, in planning and selecting processes, procedures or outcomes.

This unit of competency is applicable to all sectors of the textiles, clothing and footwear (TCF) industry.

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

No licensing or certification requirements exist at the time of publication. Relevant legislation, industry standards and codes of practice within Australia must be applied.

Pre-requisite Unit

Nil

Competency Field

Generic

Elements and Performance Criteria

Elements <i>Elements describe the essential outcomes.</i>	Performance Criteria <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Confirm production requirements	1.1 Confirm projected requirements regarding stock supplies, product quantities, quality and delivery schedules from production information 1.2 Resolve identified issues and problems concerning projected requirements in collaboration with relevant personnel 1.3 Determine requirements for implementing organisational systems 1.4 Comply with relevant workplace procedures
2. Gather specific	2.1 Obtain and confirm specific information relating to production

Elements <i>Elements describe the essential outcomes.</i>	Performance Criteria <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
production information	capacity 2.2 Gather and interpret details of production line requirements regarding batch or run sizes and other relevant information to prepare production plan 2.3 Identify and confirm resources, supply requirements, availability of machines and personnel
3. Participate in planning meetings and record outcomes	3.1 Confirm specific requirements and responsibilities for meetings 3.2 Prepare production data and other planning information based on meeting requirements 3.3 Contribute and discuss information according to meeting procedures 3.4 Take follow-up action on agreed meeting outcomes 3.5 Maintain accurate production planning records and prepare reports

Foundation Skills

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

- Oral communication skills to engage effectively with others to discuss targets and issues that may be controversial
- Numeracy skills to determine if projected plans are financially viable.

Other foundation skills essential to performance are explicit in the performance criteria of this unit.

Unit Mapping Information

Release 1. Supersedes **and is equivalent to** MSTGN5001 Participate in production planning processes.

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 MSTGN5012 Participate in production planning processes

Modification History

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Performance Evidence

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

- actively participated in at least 1 production planning process, including:
 - preparing documentation to confirm resources, supply requirements, machines and personnel to prepare production plan
 - identifying stock supplies, product quantities, quality and delivery schedules, production capacity, batch or run sizes
 - communicating effectively with individuals, work groups and supervisors in production planning and contributed to interchange of information at planning meetings
 - maintaining production planning records and preparing reports.

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- safe work practices and procedures
- Australian and/or industry standards relevant to the workplace and industry sector
- production processes, systems, products and machines relevant to the workplace
- radio frequency identification systems and its application in textiles, clothing and footwear (TCF) environments
- details of production line requirements
- work and workplace organisation systems
- effective communication strategies, including communication strategies for meetings
- resource requirements, including supplies, materials and personnel relevant to the workplace
- 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
- access to other staff members who plan production.

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

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