



Australian Government

MSTHL2001 Undertake receipt, storage, handling and preservation of materials or products

Release: 1

MSTHL2001 Undertake receipt, storage, handling and preservation of materials or products

Modification History

Release 1. Supersedes and is equivalent to LMTHL2001A Undertake receipt, storage, handling and preservation of materials or products

Application

This unit of competency covers the skills and knowledge required to perform the tasks to receive, store, handle and preserve materials or products used in the hide, skin and leather industry.

Work may be conducted in small to large scale enterprises and may involve individual and team activities. Work is performed within industry codes, standards and defined procedures, under direct supervision.

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

Pre-requisite Unit

Nil

Competency Field

Leather 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, job sheets |

or work instructions

- | | | |
|---|--|---|
| 2 | Receive goods | <p>2.1 Check dockets, tags or other identification to confirm receipt of correct items</p> <p>2.2 Store chemicals, consumables, equipment and other non-hide or skin goods received in accordance with WHS practices and workplace procedures</p> <p>2.3 Transfer skins or hides to an appropriate area for processing or storage</p> |
| 3 | Preserve and store skins or hides | <p>3.1 Assess preservation of skins or hides by salting or other designated method</p> <p>3.2 Prepare skins or hides for storage or transport using relevant manual handling procedures</p> <p>3.3 Store skins or hides in accordance with procedures</p> <p>3.4 Maintain records to expedite movement of the skins or hides through the various phases of treatment</p> |
| 4 | Pack, store or distribute end product | <p>4.1 Check paperwork to confirm instructions</p> <p>4.2 Assess packing of end product according to workplace procedures for handling of finished goods</p> <p>4.3 Transfer products to be stored to designated location using correct manual handling practices</p> <p>4.4 Coordinate despatch orders to meet delivery or collection timetables</p> <p>4.5 Maintain records</p> |

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, industry codes and standards, 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

Receive goods includes one or more of the following:

- skins and hide
- chemicals
- consumables
- equipment

WHS practices

WHS practices must include hazard identification and control, risk assessment and implementation of risk reduction measures specific to the tasks described by this unit, and includes one or more of the following:

- manual handling techniques
- PPE
- safe materials handling
- ergonomic arrangement of workplaces
- following marked walkways
- safe storage of equipment
- housekeeping
- reporting accidents and incidents

- other WHS practices relevant to the job and enterprise

Unit Mapping Information

Release 1. Supersedes and is equivalent to LMTHL2001A Undertake receipt, storage, handling and preservation of materials or products

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 MSTHL2001 Undertake receipt, storage, handling and preservation of materials or products

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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, industry codes and standards
- applying relevant standards
- checking dockets, tags or other identification to confirm receipt of correct items
- storing chemicals, consumables, equipment and other non-hazardous or skin goods received in accordance with work health and safety (WHS) practices and workplace procedures
- using correct manual handling techniques
- preserving skins or hides in accordance with specifications and procedures
- maintaining accurate records for movement of skins or hides
- packing, storing and distributing end product in accordance with procedures and order specifications
- 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
- industry and product processes and equipment
- characteristics and hazards of chemicals and other materials delivered to the enterprise
- receipt, storage, handling and preservation procedures
- quality standards and manual handling procedures
- WHS and environmental aspects of relevant organisation processes
- relevant federal and state or territory legislative or regulatory requirements
- recording and reporting procedures.

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 undertaking receipt, storage, handling and preservation of materials or products, 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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