



**Australian Government**

# **MSTML2004 Produce felt for millinery**

**Release: 1**

# MSTML2004 Produce felt for millinery

## Modification History

Release 1. Supersedes and is equivalent to LMTML2004A Produce felt

## Application

This unit of competency covers the skills and knowledge required to produce felt suitable for millinery.

The unit of competency applies to the selection and preparation of fibres for making felt to use in millinery.

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

Millinery

## 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 | <b>Determine job requirements</b> | 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 | <b>Prepare to produce felt for millinery</b> | 2.1 Determine design and production requirements                                                                               |
|   |                                              | 2.2 Consider use of new or recycled fibres or traditional fibres and select fibres appropriate for the production of felt      |
|   |                                              | 2.3 Check fibres for quality and characteristics according to production requirements                                          |
|   |                                              | 2.4 Identify and follow workplace procedures, including safe handling and processing of fibres, associated dyes and detergents |
|   |                                              | 2.5 Prepare suitable work area, materials and equipment, and resource requirements                                             |
|   |                                              |                                                                                                                                |
| 3 | <b>Prepare fibres for felt production</b>    | 3.1 Wash and dye fibres according to design and production requirements                                                        |
|   |                                              | 3.2 Card and comb fibres and dry fibres, as required                                                                           |
|   |                                              | 3.3 Transfer fibres to area for next process                                                                                   |
|   |                                              |                                                                                                                                |
| 4 | <b>Undertake felting process</b>             | 4.1 Place and layer fibres, alternating direction with each layer                                                              |
|   |                                              | 4.2 Place fibres onto a suitable frame or surface to be saturated with soapy water and agitated                                |
|   |                                              | 4.3 Remove fibres from frame or surface, hand rub and shrink as required                                                       |
|   |                                              | 4.4 Dry fibres in preparation for blocking and shaping                                                                         |
|   |                                              | 4.5 Repeat wash if the felting is unsuccessful                                                                                 |
|   |                                              |                                                                                                                                |
| 5 | <b>Finalise felting process</b>              | 5.1 Check felt against design and production requirements                                                                      |
|   |                                              | 5.2 Transfer felt to appropriate area for next process or pack and store                                                       |
|   |                                              | 5.3 Dispose of all waste, and complete housekeeping and                                                                        |

required documentation

## 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
- PPE
- 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

### **Felting resource requirements include one or more of the following:**

- well-ventilated and lit work area
- access to hot and cold water
- facilities and equipment for cutting
- equipment for combing and carding
- facilities and equipment for washing, and using chemicals and dyes
- facilities and equipment for drying
- appropriate dye stuffs and chemicals
- PPE
- specification information

### **Felting materials and**

- washing equipment

- equipment include one or more of the following:**
- soaking equipment
  - detergents and scourers
  - cards and combs
  - dyes
  - frames
  - drying machine
  - PPE

## Unit Mapping Information

Release 1. Supersedes and is equivalent to LMTML2004A Produce felt

## 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 MSTML2004 Produce felt for millinery

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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
- interpreting felt design and production requirements
- selecting appropriate fibres
- conducting felt production and dyeing activities on at least two (2) occasions
- producing felt to design and production requirements on at least two (2) occasions
- applying workplace procedures
- disposing of all waste, and completing housekeeping and required documentation.

## Knowledge Evidence

Evidence must be provided that demonstrates knowledge of:

- safe work practices and procedures and use of personal protective equipment (PPE)
- design and production requirements for the use of felt in millinery:
  - customer specifications
  - cost
  - quantity
  - quality
  - colour
  - tools and equipment
  - specific expertise
  - raw materials
- new, recycled or traditional fibres appropriate for the production of felt:
  - natural
  - synthetic
  - man-made
  - animal
  - vegetable
- quality and characteristics of various fibres used in the production of felt
- handling requirements for the preparation of fibres

- resource requirements for the preparation of fibres and the production of felt
- practices for packing, labelling and storing prepared fibres and finished felt
- types of frames or equipment suitable for the production of felt:
  - wooden
  - metal
  - plastic
- requirements for rubbing and matting fibres for felt production
- housekeeping requirements of the workplace
- documentation requirements relevant to the production of felt:
  - batch number and date
  - record of preparation and production techniques used
  - customer order information
  - requirements for next stage of production
  - dye recipe
- practices for recording and reporting
- workplace 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 producing felt for millinery, 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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