



Australian Government

MSTTF2015 Install products on and off site

Release: 1

MSTTF2015 Install products on and off site

Modification History

Release 1. Supersedes and is equivalent to LMTTF2016A Install products on and off site

Application

This unit of competency covers the skills and knowledge required to install canvas and sail products both on site and off site.

The unit of competency applies to the installation, operation and maintenance of canvas and sail products and equipment both on and off site. Work may be conducted in a variety of environments, such as operational indoor, outdoor workplaces or on site

Work may require independence, discretion, judgement and acceptance of responsibility for overall work outcomes. Work may involve planning and coordination of tasks and processes, interaction with other enterprise personnel, enterprise clients, manufacturer representatives and other external personnel.

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

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

Pre-requisite Unit

Nil

Competency Field

Textile fabrication

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, drawings, job sheets or work instructions
- 2 **Prepare for installation**
- 2.1 Read and interpret workplace procedures and instructions, including interpreting drawings and technical information to guide installation
- 2.2 Plan task operation sequence, identify suitable electrical power outlets and equipment to work above ground, as required
- 2.3 Arrange additional assistance, if required
- 2.4 Select and prepare appropriate tools and prepare site
- 3 **Prepare to work above ground**
- 3.1 Select, secure and adequately support ladders or other devices, such as steps or bosun's chair, as required for the tasks
- 3.2 Erect appropriate barriers and signs when working overhead
- 3.3 Obtain assistance, as necessary, when working above the ground or deck
- 4 **Fit products**
- 4.1 Use appropriate marking tools and measuring equipment to mark out fitting positions
- 4.2 Check products to be installed to ensure they meet specifications and are fit for their intended purpose
- 4.3 Use appropriate ladders or other devices to gain height advantage
- 4.4 Sequence all operations according to specifications and workplace procedures ,as required, to complete a normal installation
- 4.5 Apply appropriate WHS precautions and environmental practices during all phases of the installation
- 4.6 Work in cooperation with other team members, as

required, to fit products

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| 5 | Inspect and check quality | 5.1 | Inspect completed work to verify that the products and installation work meet job specifications and relevant workplace and industry quality standards |
| | | 5.2 | Check that installation is correct, and that products fit and operate correctly |
| | | 5.3 | Determine if any re-work or rectification is required, undertake re-work or take other appropriate action |
| 6 | Provide customer information and finalise work | 6.1 | Supply customer with information on how to use product, as required |
| | | 6.2 | Demonstrate product to customer and answer questions within scope of own responsibility |
| | | 6.3 | Clean work area, clean and return tools to safe storage, and perform normal basic maintenance, in accordance with workplace procedures |
| | | 6.4 | Clean and stow away ladders, bosun's chair or other equipment |
| | | 6.5 | Complete project documentation and obtain customer signature, if required |

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

- requirements prescribed by legislation, awards, agreements and conditions of employment

- include one or more of the following:**
- 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
- Products include one or more of the following:**
- blinds
 - awnings
 - annexes
 - sails
- Tools include one or more of the following:**
- hand tools:
 - hammers
 - punches
 - hand drills
 - saws
 - hacksaws
 - rasps
 - wire brushes
 - pop-rivets
 - expanding bolts
 - power tools:
 - portable electric drills
 - routers
 - portable sanders
 - abrasive disk cutting equipment
 - electric punches
- Normal installation includes one or more of the following**
- using appropriate tools to drill and prepare locating holes
 - safely lifting or lowering products into position
 - using appropriate fastenings to attach or anchor product

- fitting pulleys or sheave blocks
- threading or attaching ropes or cables, as necessary
- fitting stays or other fastenings
- cleaning up work area after fitting

WHS practices

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

- manual handling techniques
- SOPs
- PPE
- safe materials handling
- taking of rest breaks
- ergonomic arrangement of workplaces
- following marked walkways
- safe storage of equipment
- housekeeping
- reporting accidents and incidents
- environmental practices

Unit Mapping Information

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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 MSTTF2015 Install products on and off site

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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
- applying relevant standards
- complying with all relevant safety requirements, including safe use of ladders, bosun's chair, load hoisting equipment and electrical equipment
- interpreting work orders, drawings and installation instructions
- complying with product and equipment specifications during installation
- performing normal installation and setting of products and equipment on at least two (2) occasions
- using relevant hand and power tools safely
- inspecting and testing operation of installed products and equipment
- specifying any rectification necessary
- performing normal operator maintenance of work area to enable work to be conducted safely and efficiently
- communicating effectively with client on installation process and product operation
- demonstrating products to customer, answering questions, completing project documentation and obtaining customer signature, if required, according to workplace procedures.

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
- electrical and general workplace hazards and means of identifying them
- operating principles of products and associated equipment to be installed
- the range of hand tools, power tools, measuring devices and other equipment used in the installation process, and their operating principles and appropriateness for particular applications
- power sources, such as single phase, three phase and weather-protected outlets
- format of product and equipment specifications

- setting and adjustment principles and processes for products and equipment being installed
- typical problems of products and associated equipment and their rectification procedures
- relevant product quality standards for products and equipment installed
- work health and safety (WHS) and environmental requirements of relevant industry and workplace procedures, including use of equipment for working aloft
- general housekeeping policies and procedures
- mathematical processes used in the installation and checking processes
- WHS practices, including hazard identification and control measures
- quality 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 installing products on and off site, 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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