



Australian Government

PMBFIN205E Hand decorate products

Release: 1

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Modification History

Release 1. Unit code changed. Application changed. Elements and Performance Criteria changed. Range of Conditions removed. Assessment Requirements changed. Supersedes and is equivalent to PMBFIN205 Hand decorate products.

Application

This unit covers the skills and knowledge required to decorate products by hand.

This unit applies to an individual working alone or as part of a team, and working in liaison with other shift team members, team leader and supervisor, as appropriate.

The unit principally refers to production support operators or those in similar roles who are required to select appropriate materials and equipment, prepare for and apply decorations manually, and inspect the product for imperfections and take appropriate action.

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

Finishing – Production

Elements and Performance Criteria

Elements	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Check work requirements	1.1 Read and interpret original product specifications and customer requirements 1.2 Identify decorations required, and check suitability and availability of materials and equipment required against job specifications 1.3 Identify and inspect products to be decorated to assess finishing process against job specifications 1.4 Identify and assemble required equipment and verify suitability 1.5 Plan work process stages including work sequences and durations within each stage, and engineering controls and safety requirements

Elements	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
	including personal protective equipment (PPE) following established workplace procedures 1.6 Design time-efficient and economical reworking processes that achieve quality standards and match workplace operating procedures
2. Perform hand decoration on products	2.1 Inspect product surfaces for contamination or damage 2.2 Identify and eliminate sources of contamination 2.3 Prepare surfaces according to manufacturer instructions and workplace procedures 2.4 Perform hand decoration on identified areas of product and check for conformity according to job specifications and typical quality measures
3. Complete rework process	3.1 Clean, inspect and store equipment used for hand decoration according to equipment specifications for serviceable condition and storage, and according to workplace procedures 3.2 Inspect finished product for suitability for further processing, for customer delivery or for further reworking according to job specifications and workplace procedures 3.3 Clean work area and perform other housekeeping tasks, and apply waste management and recycling strategies 3.4 Assemble and sort finished products according to packing and delivery procedures 3.5 Accurately record product data
4. Respond to process control variances	4.1 Recognise process control variances and their causes 4.2 Determine, prioritise and implement remedial and preventative actions based on identified issues and causes 4.3 Accurately maintain records and logbooks

Foundation Skills

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

- Numeracy skills to perform measurements and interpret technical information.
- Reading skills to interpret job specifications and workplace procedures.

- Writing and oral communication skills to report on product and production data and process control variances.

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

Unit Mapping Information

Supersedes and is equivalent to PMBFIN205 Hand decorate products.

Links

Companion Volume implementation guides are found in VETNet – -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=932aacef-7947-4c80-acc6-593719fe4090>

Assessment Requirements for PMBFIN205E Hand decorate products

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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 demonstrated the ability to:

- hand decorate products at least once to meet job specifications.

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- product quality requirements
- product defect classifications
- types and application of common hand decorating techniques
- product decoration and reworking methods, workflow sequences and materials for common product requirements
- equipment typically used in hand decoration of products, and criteria for suitability of selection
- inspection methods for identifying presence of surface defects or contaminants
- key variables that affect the viability of applying hand decoration, and variables during hand decoration
- sources of contamination that may affect hand decoration and how to eliminate them
- typical quality standards required in original products and as the result of hand decoration
- typical and atypical product defects and production problems, including early warning signs, possible causes and corrective actions
- the distinguishing characteristics of possible causes of routine faults, including:
 - raw material variations
 - contamination of raw materials
 - process/procedural problems
 - mechanical abnormalities
- organisational procedures relevant to the work environment or job role
- hazards that may arise in the job or work environment, and:
 - their possible causes
 - potential consequences
 - appropriate risk controls.

Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated environment that reflects workplace conditions and contingencies.

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

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