



**Australian Government**

# **PMBPROD238 Perform creel rack operations**

**Release: 1**

# PMBPROD238 Perform creel rack operations

## Modification History

Release 1. Supersedes and is equivalent to PMBPROD238A Perform creel rack operations

## Application

This unit of competency covers the skills and knowledge required to perform creel rack operations as typically used in the production of steel-cored belts. The steel wire requirements will be set by belt specifications and may be complex, with numerous spools in operation at any one time.

This unit of competency applies to operators who are required to prepare and set up for the work, load spools onto creel racks, check and adjust wire sequence, despatch empty spools and recognise routine and non-routine problems and take appropriate action.

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

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

## Pre-requisite Unit

Nil

## Competency Field

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 | <b>Set up and load creel racks according to procedures</b> | 1.1 | Complete set-up checks       |
|   |                                                            | 1.2 | Report non-conforming items  |
|   |                                                            | 1.3 | Load spools onto creel rack. |
|   |                                                            | 1.4 | Complete required set-up     |

|   |                                                           |     |                                                                               |
|---|-----------------------------------------------------------|-----|-------------------------------------------------------------------------------|
|   |                                                           | 1.5 | Re-check wire sequence and set-up                                             |
|   |                                                           | 1.6 | Ensure housekeeping is to requirements                                        |
|   |                                                           | 1.7 | Identify hazards associated with the job and take appropriate action          |
| 2 | <b>Maintain continuous flow of cord during production</b> | 2.1 | Replace broken cord                                                           |
|   |                                                           | 2.2 | Reload creel racks with spools as required                                    |
|   |                                                           | 2.3 | Crimp/join cord as required                                                   |
| 3 | <b>Complete operations</b>                                | 3.1 | Despatch empty spools                                                         |
|   |                                                           | 3.2 | Clean and tidy the area and dispose of waste as required                      |
| 4 | <b>Respond to routine problems to procedures</b>          | 4.1 | Recognise known faults that occur during the operation                        |
|   |                                                           | 4.2 | Identify and take action on causes of routine faults                          |
|   |                                                           | 4.3 | Log problems as required                                                      |
|   |                                                           | 4.4 | Identify non-routine process and quality problems and take appropriate action |

## 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.

**Regulatory** The latest version of all legislation, regulations, industry codes of practice and

**framework** Australian/international standards, or the version specified by the local regulatory authority, must be used.

Applicable legislation, regulations, standards and codes of practice include:

- health, safety and environmental (HSE) legislation, regulations and codes of practice relevant to the workplace, equipment and production processes and hazardous materials
- Australian/international standards relevant to the materials being used and products being made
- any relevant licence and certification requirements.

All operations to which this unit applies are subject to stringent HSE requirements, which may be imposed through state/territory or federal legislation, and these must not be compromised at any time. Where there is an apparent conflict between performance criteria and such requirements the legislative requirements take precedence.

**Procedures** All operations must be performed in accordance with relevant procedures.

Procedures are written, verbal, visual, computer-based or in some other form, and include one or any combination of:

- emergency procedures
- work instructions
- standard operating procedures (SOPs)
- safe work method statements (SWMS)
- formulae/recipes
- batch sheets
- temporary instructions
- any similar instructions provided for the smooth running of the plant.

**Tools and equipment** Tools and equipment include:

- creel rack equipment
- spools and components of spools
- ancillary equipment that is integral to the operation of the creel racks (other than belt building or pressing equipment).

Additional tools and equipment will be selected as required from:

- hand tools used in the process
- hoists/lifting equipment not requiring any special permits or licences
- manual handling aids, such as hand carts and trolleys

- relevant personal protective equipment (PPE).

**Hazards**

Hazards must be identified and controlled. Identifying hazards requires consideration of:

- broken wire
- moving wire spools
- hazardous products and materials
- sharp edges, protrusions or obstructions
- slippery surfaces, spills or leaks
- rotational equipment or vibration
- smoke, dust, vapours or other atmospheric hazards
- electricity
- gas
- gases and liquids under pressure
- structural hazards
- equipment failures
- machinery, equipment and product mass
- other hazards that might arise.

**Routine problems**

Routine problems must be resolved by applying known solutions.

Routine problems are predictable and include one or more of:

- equipment malfunction
- variations in process conditions, such as speed
- variations in materials
- contamination of materials.

Known solutions are drawn from one or more of:

- procedures
- training
- remembered experience.

Non-routine problems must be reported according to according to relevant procedures.

## Unit Mapping Information

Release 1. Supersedes and is equivalent to PMBPROD238A Perform creel rack operations

## 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 PMBPROD238 Perform creel rack operations

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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 demonstrate the ability to:

- read and interpret procedures, job specifications, basic machine control panels, material labels and safety data sheets (SDS)
- perform set-up checks, including checking:
  - crane components for wear
  - crane safety catch on hook
  - warning and flashing lights are operating
  - kinks in crane operating cable
  - passage for crane is clear
  - correct materials have been brought to creel racks on pallets that are sealed and dry
  - steel wire for conformity to specifications
  - all components are clean of dirt, oil and other contaminants
- complete set-up, including:
  - load top rack with wire fed from bottom of spool.
  - pull wires through eyelet boards at front of creel
  - place poly between creel and organiser where wire will cross floor
  - crimp wire using hydraulic crimping press which may be one to one or doubled
- select and use tools, equipment, materials and procedures to meet job specifications
- monitor creel rack equipment and ancillary equipment using measured/indicated data and smell, sight, sound and feel as appropriate
- operate and adjust the equipment to meet product quality and production output specifications
- crimp/join cord
- pause the equipment or shut down equipment in normal and abnormal circumstances
- identify hazards and apply relevant hazard controls
- apply safety procedures
- apply housekeeping procedures
- apply waste management procedures
- recognise early warning signs of equipment/processes needing attention or with potential problems
- recognise routine and non-routine problems

- identify when the operator is able to rectify faults, when assistance is required and who is the appropriate source for assistance
- take action to resolve faults or report faults to appropriate personnel
- distinguish between possible causes of routine faults, including:
  - raw material variations/contamination
  - process abnormalities
  - procedural errors
  - mechanical abnormalities
- communicate effectively with team/work group and supervisors
- complete workplace records
- do basic arithmetical manipulations, including additions, subtractions, divisions, fractions and percentages.

## Knowledge Evidence

Must provide evidence that demonstrates knowledge relevant to their job sufficient to operate under routine only supervision and to solve routine problems, including knowledge of:

- the function of the creel rack equipment being used, machine components and guides
- principles of operation of the equipment
- crimping techniques and their application
- the potential effects of variations in raw materials and equipment operation in relation to quality of product
- reasons for checking process control panels and reporting readings which are outside of normal range of process variability
- production workflow sequences and materials demand
- factors which may affect product quality or production output and appropriate remedies
- routine problems, their probable causes and relevant corrective actions
- organisation procedures relevant to the work environment/job role
- hierarchy of control
- hazards that may arise in the job/work environment and:
  - their possible causes
  - potential consequences
  - appropriate risk controls.

## Assessment Conditions

- The unit should be assessed holistically and the judgement of competence shall be based on a holistic assessment of the evidence.
- In all plants it may be appropriate to assess this unit concurrently with units such as:
  - teamwork
  - communication.
- The collection of performance evidence:

- should occur over a range of situations which include typical disruptions to normal, smooth operation of an operating plant
- will typically include a supervisor/third-party report or other evidence, focusing on consistent performance and problem recognition and solving. A supervisor/third-party report must be prepared by someone who has a direct, relevant, current relationship with the person being assessed and who is in a position to form a judgement on workplace performance relevant to the unit of competency
- must include the use of an appropriate industrial item of equipment requiring demonstration of operation, start and stop procedures and responding to problems
- may use industry-based simulation for all or part of the unit particularly where safety, lack of opportunity or significant cost is an issue.
- 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 that reflects 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 in a simulated environment should use evidence collected from demonstration of skills and one or more of:
  - walk-throughs
  - pilot plant operation
  - industry-based case studies/scenarios
  - 'what ifs'.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews.
- 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.
- The regulatory framework will be reflected in workplace policies and procedures and is not required to be independently assessed.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- In addition the assessor or anyone acting in subject matter expert role in assessment shall demonstrate both technical competency and currency. If the assessor cannot demonstrate technical competency and currency they shall assess with a subject matter expert who does meet these requirements.
- Technical competence can be demonstrated through one or more of:
  - relevant VET or other qualification/Statement of Attainment
  - appropriate workplace experience undertaking the type of work being assessed under routine and non-routine conditions

- appropriate workplace experience supervising/evaluating the type of work being assessed under routine and non-routine conditions
- Currency can be demonstrated through one or more of:
  - being currently employed undertaking the type of work being assessed
  - being employed by the organisation undertaking the type of work being assessed and having maintained currency in accordance with that organisation's policies and procedures
  - having consulted/had contact with an organisation undertaking the type of work being assessed within the last twelve months, the consultation/contact being related to assessment
  - conducting on the job training/assessments of the type of work being assessed
  - being an active member of a relevant professional body and participating in activities relevant to the assessment of this type of work

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