



Australian Government

Department of Education, Employment and Workplace Relations

PMBFIN201C Finish products and components

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor

This competency covers a range of processes subsequent to the actual making of the product which have been grouped together under the heading of 'finishing'. It applies to the finishing of products for customer use, and the finishing of components for use by a subsequent process or organisation which may then further process or assemble these components into a finished product, and similar activities. It applies across all sectors of the industry.

This competency is typically performed by personnel working either independently or as part of a work team.

Application of the Unit

Application of this unit

This competency applies to production support or moulding operators who are required to apply knowledge of product quality standards, and product defect classification, and operate value adding secondary processing units such as trimming and assembly, and, other personnel who perform initial finishing processes to products after the production process. The key factors are the removal of waste/excess material from the product and preparing the product for either further processing or customer delivery. This includes:

- checking job sheets for work to be done
- following approved hazard minimisation procedures for any hazards connected with materials and process, using work instructions, labels and materials safety data sheets, and in accordance with occupational health and safety (OHS) legislative responsibilities
- inspecting the product for routine and non-routine finishing processes
- discussing finishing requirements with other workers
- applying finishing process to product
- inspecting finished product and sorting in accordance with job specifications
- identifying and taking action on routine product imperfections
- discussing non-routine product imperfections with designated person.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisites

This unit has **no** prerequisites.

Employability Skills Information

Employability Skills

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes of a unit of competency	Performance Criteria describe the required performance needed to demonstrate achievement of the Element. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT ELEMENT	PERFORMANCE CRITERIA Performance Criteria describe the required performance needed to demonstrate achievement of the Element. Assessment of performance is to be consistent with the Evidence Guide.
1. Establish requirements for the finishing process.	1.1 Identify work requirements from procedures 1.2 Assemble equipment and consumables for the finishing process. 1.3 Consult workplace procedures and materials safety data sheets to confirm the work planning process. 1.4 Ensure safety equipment is available and in sound condition. 1.5 Remove products from equipment if required using enterprise standard handling methods. 1.6 Recognise end-of-product run.
2. Check quality of product.	2.1 Inspect product to identify routine and non-routine finishing requirements. 2.2 Identify significant finning, flash or other quality problems and report to appropriate person for investigation of mould/ die closure/alignment. 2.3 Check with appropriate personnel regarding modifications to finishing process. 2.4 Identify and process non-conforming products in accordance with workplace procedures.
3. Undertake the finishing operation.	3.1 Trim product as required. 3.2 Apply procedures to other finishing processes. 3.3 Undertake other secondary process operations required. 3.4 Follow waste and recycling procedures. 3.5 Inspect finished product and compare to specifications for suitability for further processing or for customer delivery. 3.6 Assemble finished products and sort in accordance with procedures. 3.7 Pack as required. 3.8 Record product data as required. 3.9 Clean up work area and perform housekeeping.
4. Identify and rectify routine product imperfections.	4.1 Identify the range of routine imperfections that can occur during the production process. 4.2 Determine and rectify routine product imperfections

ELEMENT	PERFORMANCE CRITERIA
ELEMENT	Performance Criteria describe the required performance needed to demonstrate achievement of the Element. Assessment of performance is to be consistent with the Evidence Guide.
	in accordance with procedures. 4.3 Ensure appropriate records and log books are maintained to meet procedures/work instructions. 4.4 Identify non-routine product imperfections and report to designated person.

Required Skills and Knowledge

This describes the essential skills and knowledge and their level required for this unit. Application of knowledge of the materials, equipment and process sufficient to recognise out of specification product imperfections and techniques necessary to finish products for customer use.

Knowledge of organisation procedures and relevant regulatory requirements along with the ability to implement them within appropriate time constraints and work standards.

Competence includes the ability to:

- apply and/or explain, selection and application of appropriate processes, and selection of appropriate tools for the process
- locate, interpret and apply relevant information to the finishing process
- identify and safely handle products
- select and apply appropriate finishing process
- meet waste and recycling requirements

It is also necessary to demonstrate the ability to distinguish between causes of faults such as:

- product defects, eg flashing, distortions, stress marks, sinks, voids, short shots, poor colour distribution, moisture marks, gassing, burn marks
- inappropriate selection and use of finishing equipment/processes
- poor surface finish
- fining or shuts
- variations in section thickness.

Language, literacy and numeracy requirements

This unit requires the ability to read and interpret typical product specifications, job sheets and material labels as provided to operators.

Writing is required to the level of completing workplace forms.

Basic numeracy is also required, eg counting numbers of products and percentage of rejects.

Evidence Guide

The Evidence Guide provides advice on assessment and must be read in conjunction with the Performance Criteria, required skills and knowledge, the Range Statement and the Assessment Guidelines for this Training Package.

Overview of assessment

A holistic approach should be taken to the assessment.

Assessors must be satisfied that the person can consistently perform the unit as a whole, as defined by the Elements, Performance Criteria and skills and knowledge.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

It is essential that competence is demonstrated in the knowledge and skills defined in this unit. These may include the ability to

- recognise potential situations requiring action implement appropriate action

- understand procedures.

Consistent performance should be demonstrated. For example, look to see that:

- production standards are met consistently
- the importance of critical material properties and quantities to the finishing process is recognised
- safety procedures are followed.

Assessment method and context

Assessment will occur finishing industrial products and components and will be undertaken in a work-like environment.

Competence in this unit may be assessed:

- on a processing plant allowing for operation under all normal and a range of abnormal conditions
- in a situation allowing the generation of evidence of the ability to respond to problems
- by using a suitable simulation and/or a range of case studies/scenarios
- through a combination of these techniques.

Method of assessment

In all cases it is expected that practical assessment will be combined with targeted questioning to assess the underpinning knowledge and theoretical assessment will be combined with appropriate practical/simulation or similar assessment. Assessors need to be aware of any cultural issues that may affect responses to questions.

Assessment processes and techniques must be culturally appropriate and appropriate to the oracy, language and literacy capacity of the assessee and the work being performed.

Specific resources for assessment

This section should be read in conjunction with the Range Statement for this unit of competency. Resources required include suitable access to an operating plant or equipment that allows for appropriate and realistic simulation. A bank of case studies/scenarios and questions will also be required to the extent that they form part of the assessment method. Questioning may take place either in the workplace, or in an adjacent, quiet facility such as an office or lunchroom. No other special resources are required.

Access must be provided to appropriate learning and/or assessment support when required.

Where applicable, physical resources should include equipment modified for people with disabilities.

Range Statement

RANGE STATEMENT

The Range Statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Where reference is made to industry codes of practice, and/or Australian/international standards, the latest version must be used.

Context:

This competency applies to personnel working either independently or as part of a work team.

Procedures:

All operations are performed in accordance with procedures.

Procedures means all relevant workplace procedures, work instructions, temporary instructions and relevant industry and government codes and standards.

Tools and equipment

This competency includes use of equipment and tools such as:

- electric and/or air powered routers, saws, drills, drivers and sanders knives, files and scrapers
- hand carts and trolleys
- hoists/jigs/lifting equipment not requiring any special permits or licences
- knives and knife sharpeners band saws, hand saws
- personal safety equipment such as gloves and goggles or face shields handling aids such as jigs and gantries.

Hazards:

Typical hazards include:

- manual handling hazards
- knife hazards
- humidity, air temperature, radiant heat
- stationary and moving machinery, parts and components.

Problems:

'Respond to routine problems' means 'apply known solutions to a limited range of predictable problems'. Typical process and product problems may include:

- movement of jigs or fixtures
- power failures
- non-supply of materials
- broken cords
- damaged or inoperable equipment
- variations in materials
- temperature of product to be finished
- movement of inserts, reinforcements or fittings size of some products
- inappropriate selection and use of finishing equipment/processes
- poor surface finish
- fining or shuts
- variations in section thickness.

Variables:

Key variables to be monitored include:

- finishing production rates
- degrees of finish
- preservation of identifying marks and trademarks
- ability to deal with material variations
- correct application of protective coatings
- waste collection and disposal
- conformance with frequency and quality of organisational reporting requirements.
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Unit Sector(s)

Not applicable.