



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **TLIW2024A Dock boards using computer programmed machinery**

**Release: 1**

## **TLIW2024A Dock boards using computer programmed machinery**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Unit Descriptor**

This unit involves the skills and knowledge required to dock boards using computer programmed machinery in accordance with workplace procedures and specifications including preparing computer-programmed machinery to dock boards, operating the programmed machinery to dock boards to specifications, monitoring and rectifying the processing operations where necessary, and completing operations in accordance with workplace requirements. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

### **Application of the Unit**

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Work must be carried out in accordance with regulations and workplace requirements relevant to pallet manufacturing processes.

Work is generally performed under some supervision, within a team/group environment. It involves the application of regulatory requirements and workplace procedures to the docking of boards using computer programmed machinery as part of pallet manufacturing processes in the transport, warehousing, distribution and/or storage industries.

### **Licensing/Regulatory Information**

Refer to Unit Descriptor

### **Pre-Requisites**

Not Applicable

## **Employability Skills Information**

**Employability Skills**                      This unit contains employability skills.

## **Elements and Performance Criteria Pre-Content**

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                                                                | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1 Prepare computer programmed machinery to dock boards</b>          | <ul style="list-style-type: none"><li>1.1 Appropriate workplace occupational health and safety and other regulatory procedures are followed</li><li>1.2 Job requirements regarding sizes and lengths are obtained from standards</li><li>1.3 Start-up checks are completed according to workplace standard procedures</li><li>1.4 General cross-section, length and condition of boards on conveyor are visually assessed in accordance with workplace quality standards</li><li>1.5 Program to cut requirements is selected from a range of available programs</li><li>1.6 Program is loaded and machine cycle checked</li><li>1.7 Need for new programs is identified and reported to supervisor</li><li>1.8 Communication with supervisor and other workers is maintained to ensure efficient work flow</li></ul> |
| <b>2 Operate programmed machinery to dock boards</b>                   | <ul style="list-style-type: none"><li>2.1 Trial boards are cut to check process and output</li><li>2.2 Machinery is operated to dock timber to specification</li><li>2.3 Reject boards are identified and directed for waste or recovery</li><li>2.4 Faults/problems with materials or componentry are identified and appropriate action is undertaken in accordance with workplace procedures</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>3 Monitor and rectify the processing operations where necessary</b> | <ul style="list-style-type: none"><li>3.1 Dimensions and finish of cut boards are regularly checked in accordance with workplace standard procedures</li><li>3.2 Sawing process is adjusted to maintain accurate sizing</li><li>3.3 Feed systems are regularly monitored for material flow problems</li><li>3.4 Minor feed problems are cleared in accordance with equipment manufacturers instructions</li><li>3.5 Characteristics of blunt and damaged saws are recognised and appropriate action is taken to rectify the identified problem in accordance with workplace procedures</li><li>3.6 Saw blades are removed and replaced in accordance with workplace procedures</li><li>3.7 Work area is regularly cleaned in accordance with workplace procedures</li></ul>                                          |
| <b>4 Complete operations</b>                                           | <ul style="list-style-type: none"><li>4.1 Machine shut-down is conducted according to workplace and manufacturers guidelines</li><li>4.2 Boards are relocated to holding area without damage to boards, personnel or equipment</li><li>4.3 Waste materials are directed for disposal or recovery</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

**ELEMENT****PERFORMANCE CRITERIA**

4.4 Production records are completed in accordance with workplace procedures

4.5 Maintenance program (where applicable) is completed and recorded in accordance with workplace procedures

## **Required Skills and Knowledge**

### **REQUIRED KNOWLEDGE AND SKILLS**

This describes the essential knowledge and skills and their level required for this unit.

#### **Required knowledge:**

- Regulations relevant to the docking of boards using computer programmed machinery including requirements of Australian Standards AS 2858 and AS 2082
- Relevant OH&S and environmental protection procedures and guidelines
- Workplace procedures and policies for the docking of boards using computer programmed machinery
- Focus of operation of work systems, equipment, management and site operating systems for the docking of boards using computer programmed machinery
- Problems that may occur when docking boards using computer programmed machinery and appropriate action that can be taken to resolve the problems
- Documentation and record requirements
- Equipment used during the docking of boards using computer programmed machinery and the precautions and procedures that should be followed in its use
- Housekeeping standards and procedures required in the workplace
- Site layout and obstacles

#### **Required skills:**

- Communicate effectively with others when docking boards using computer programmed machinery
- Read and interpret instructions, procedures, information and signs relevant to the docking of boards using computer programmed machinery
- Interpret and follow operational instructions and prioritise work
- Complete documentation related to the docking of boards using computer programmed machinery
- Work collaboratively with others when docking boards using computer programmed machinery
- Adapt appropriately to cultural differences in the workplace, including modes of behaviour and

**Required skills:**

interactions with others

- Promptly report and/or rectify any identified problems, faults or malfunctions when docking boards using computer programmed machinery in accordance with regulatory requirements and workplace procedures
- Implement contingency plans for unplanned events
- Apply precautions and required action to minimise, control or eliminate hazards that may exist during work activities
- Monitor work activities in terms of planned schedule
- Work systematically with required attention to detail without injury to self or others, or damage to goods or equipment
- Operate and adapt to differences in equipment in accordance with standard operating procedures
- Select and use required personal protective equipment conforming to industry and OH&S standards

**Evidence Guide****EVIDENCE GUIDE**

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required knowledge and skills, the range statement and the assessment guidelines for this Training Package.

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

- The evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria of this unit and include demonstration of applying:
  - the underpinning knowledge and skills
  - relevant legislation and workplace procedures
  - other relevant aspects of the range statement

**Context of and specific resources for assessment**

- Performance is demonstrated consistently over a period of time and in a suitable range of contexts
- Resources for assessment include:
  - a range of relevant exercises, case studies and/or other simulated practical and knowledge assessment, and/or
  - access to an appropriate range of relevant operational situations in the workplace
- In both real and simulated environments, access is required to:

## EVIDENCE GUIDE

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                             | <ul style="list-style-type: none"> <li>• relevant and appropriate materials and equipment, and</li> <li>• applicable documentation including workplace procedures, regulations, codes of practice and operation manuals</li> </ul>                                                                                                                                                                                                                                                                                                         |
| <b>Method of assessment</b> | <ul style="list-style-type: none"> <li>• Assessment of this unit must be undertaken by a registered training organisation</li> <li>• As a minimum, assessment of knowledge must be conducted through appropriate written/oral tests</li> <li>• Practical assessment must occur:             <ul style="list-style-type: none"> <li>• through activities in an appropriately simulated environment at the registered training organisation, and/or</li> <li>• in an appropriate range of situations in the workplace</li> </ul> </li> </ul> |

## 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.

|                                                            |                                                                                                                                                                                 |
|------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Work may be conducted:                                     | <ul style="list-style-type: none"> <li>• in a range of work environments by day or night</li> </ul>                                                                             |
| Customers may be:                                          | <ul style="list-style-type: none"> <li>• internal or external</li> </ul>                                                                                                        |
| Workplaces may comprise:                                   | <ul style="list-style-type: none"> <li>• large, medium or small worksites</li> </ul>                                                                                            |
| Workplace environment may include:                         | <ul style="list-style-type: none"> <li>• movement of equipment, goods, products, materials and vehicular traffic</li> </ul>                                                     |
| The docking process is conducted:                          | <ul style="list-style-type: none"> <li>• as part of manufacture/repair activities with the operator using discretion and judgement within established specifications</li> </ul> |
| Timber may be:                                             | <ul style="list-style-type: none"> <li>• hardwood or softwood</li> </ul>                                                                                                        |
| Docking equipment covers:                                  | <ul style="list-style-type: none"> <li>• computer controlled docking and trimming saws to which boards are mechanically fed</li> </ul>                                          |
| Equipment may include:                                     | <ul style="list-style-type: none"> <li>• single or multiple saw positions</li> </ul>                                                                                            |
| Visual assessment may cover the requirements of Australian | <ul style="list-style-type: none"> <li>• timber types and species</li> <li>• timber characteristics</li> </ul>                                                                  |

**RANGE STATEMENT**

Standards AS 2858 or AS 2082 and specifically includes:

- end condition of the timber

OH&S requirements include:

- manual handling, protective clothing, elimination/control of hazards, machine isolation and machine guarding

Personal protective equipment may include:

- gloves
- safety headwear and footwear
- safety glasses
- two-way radios
- high visibility clothing

Hazards in the work area may include exposure to:

- chemicals
- dangerous or hazardous substances
- stationary and moving equipment, parts and materials
- noise, light, energy sources
- electrical equipment
- humidity, air temperature, radiant heat
- debris on floor
- faulty racking
- poorly stacked materials or finished pallets
- faulty equipment

Consultative processes may involve:

- workplace personnel
- supervisors and managers
- customers/clients
- suppliers
- contractors
- union representatives
- industrial relations and OH&S specialists
- other professional or technical staff

Communication in the work area may include:

- phone
- fax
- email
- internet
- barcode readers
- oral, aural or signed communications

Depending on the type of organisation concerned and the local terminology used, workplace procedures may include:

- company procedures
- enterprise procedures
- organisational procedures
- established or standard procedures

Information/documents may include:

- job specifications and workplace operating procedures
- relevant Australian or international standards

## RANGE STATEMENT

Applicable regulations and legislation may include:

- manufacturers specifications for equipment/tools
- supplier and/or client instructions
- quality assurance standards for pallet manufacture
- material safety data sheets (where applicable)
- codes of practice including the National Standards for Manual Handling and the Industry Safety Code
- relevant regulations including the ADG Code
- award, enterprise bargaining agreement, other industrial arrangements
- standards and certification requirements
- emergency procedures
- relevant codes and regulations pertaining to pallet manufacture
- Australian Standards AS 2858 and AS 2082
- relevant state/territory OH&S legislation
- relevant state/territory environmental protection legislation
- licence, patent or copyright arrangements
- ADG Code and regulations
- workplace relations regulations including equal opportunity, equal employment opportunity and affirmative action legislation
- workers compensation regulations

## Unit Sector(s)

Not Applicable

## Competency Field

**Competency Field**

W - Equipment and Systems Operations