Modification history

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| Release | Comments |
| Release 2 | This version released with FWP Forest and Wood Products Training Package Version 5.0. |
| Release 1 | This version released with FWP Forest and Wood Products Training Package Version 2.0. |

| FWPCOT3237 | Produce templates |
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| Application | This unit of competency describes the outcomes required to produce templates which assist with the operation of static machines and computer numerically controlled (CNC) equipment used to produce shaped, tapered or moulded products.  The unit applies to individuals who produce templates for static CNC equipment used in a timber processing or manufacturing facility.  All work must be carried out to comply with workplace procedures, according to state/territory health and safety regulations, legislation and standards that apply to the workplace.  No occupational licensing, legislative or certification requirements apply to this unit at the time of publication. |
| Prerequisite Unit | Nil |
| Unit Sector | Common Technical |

| Elements | Performance Criteria |
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| Elements describe the essential outcomes. | Performance criteria describe the performance needed to demonstrate achievement of the element. |
| 1. Prepare for work | 1.1 Review work order to determine job requirements and where required seek clarification from appropriate personnel  1.2 Identify and implement workplace health and safety requirements including use of personal protective equipment and safe manual handling techniques  1.3 Identify, assess and take actions to mitigate risks and hazards associated with producing templates  1.4 Identify and implement workplace procedures for minimising waste material and maximising energy efficiency |
| 2. Plan template production | 2.1 Identify type and quantity of required templates and plan process in line with work order  2.2 Select template material of appropriate size, strength and flexibility for equipment use  2.3 Interpret drawings and specifications for templates and equipment application  2.4 Measure and plot dimensions maintaining correct angles, arcs and curves to produce pattern  2.5 Check pattern dimensions, shape and measurements against drawings and specifications through visual inspection  2.6 Select tools and equipment required for template production and check for serviceability |
| 3. Produce templates | 3.1 Use equipment according to workplace safety procedures, manufacturer instructions and environmental protection practices  3.2 Construct template using patterns to ensure accurate outcomes  3.3 Position hardware so that it does not affect or obstruct equipment use  3.4 Date and sign template patterns and make detailed notations for use  3.5 Dispose of rejected templates and off-cuts according to workplace procedures and environmental protection practices  3.6 Store plans according to workplace procedures  3.7 Record and report production outcomes and equipment faults to appropriate personnel |

| Foundation Skills  This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria. | |
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| Skill | Description |
| Numeracy | * Extract detailed numerical production data from work orders, drawings and specifications * Count quantities of materials and hardware components and select appropriate sizes * Precisely measure and check angles, arcs and curves against specifications |
| Navigate the world of work | * Identify main tasks, responsibilities and boundaries of own role |
| Interact with others | * Use modes of communication suitable to purpose to confirm and clarify understanding |
| Get the work done | * Recognise and respond to routine problems |

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| Unit Mapping Information | | | |
| Code and title current version | Code and title previous version | Comments | Equivalence status |
| FWPCOT3237 Produce templates  Release 2 | FWPCOT3237 Produce templates  Release 1 | Minor edits | Equivalent |

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| Links | Companion Volumes, including Implementation Guides, are available at VETNet: https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=0d96fe23-5747-4c01-9d6f-3509ff8d3d47 |

| TITLE | Assessment requirements for FWPCOT3237 Produce templates |
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| Performance Evidence | |
| An individual demonstrating competency must satisfy all the elements and performance criteria in this unit. There must be evidence that, on at least one occasion, the individual has:   * read and clarified work order for producing templates * applied workplace health and safety requirements, including use of personal protective equipment (PPE) and safe manual handling techniques throughout the work * planned production of template * produced templates according to the work order and product requirements * recorded and reported production outcomes and equipment faults to appropriate personnel. | |

| Knowledge Evidence |
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| An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:   * key features of patterns and templates and their purpose * types and key features of equipment that are assisted by templates * types and key features of shaped, tapered or moulded products produced with the assistance of templates * characteristics of materials used for templates and how these affect template use: * strength * direction of grain * hardness * flexibility * typical assembly sequences and range of techniques used to produce templates * purpose, features and operation of equipment used to assemble templates * purpose, features and use of assembly componentry * types of risk and hazards and mitigation measures associated with producing templates * workplace procedures specific to producing templates: * workplace health and safety with particular emphasis on equipment lockout, use of PPE and safe manual handling techniques * communication reporting lines * recording and reporting production outcomes and equipment faults * environmental protection practices for producing templates: * reducing water and energy use * disposing of, recycling and reusing timber and other waste. |

| Assessment Conditions |
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| Assessment of the skills in this unit of competency must take place under the following conditions:   * physical conditions: * skills must be demonstrated in a timber processing or manufacturing facility or an environment that accurately represents workplace conditions * resources, equipment and materials: * measuring equipment * patterns * assembly equipment * PPE suitable for use in producing templates * consumable metal and ply suitable for pattern preparation * consumable materials suitable for templates * consumable nails, screws and adhesives * specifications: * template documents for recording production outcomes and equipment faults * manufacturer instructions for equipment use * work order, drawings and specifications for template production * workplace procedures for producing templates.   Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and / or standards. |

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