Modification history

Release	Comments
Release 1	This version released with FWP Forest and Wood Products Training Package Version [4.0]

UNIT CODE	FWPXXX0000 Apply critical workplace processes in the off-site manufacture of timber building systems
Application	This unit of competency describes the skills and knowledge required to conduct production tasks safely and efficiently on an assembly line for prefabricated timber building systems. Critical workplace processes covered in this unit include workplace health and safety practices, efficient storage and handling of building materials for major timber building subassemblies, quality check requirements at the workstations before and after assembly work and control of waste material for disposal. The unit applies to individuals who work as operators in a prefabricated timber building systems manufacturing plantg. These include wood machinists, carpenters or joiners, supervisors and other trade and multi-skilled operators. Operators generally work under broad or limited direction to complete routine activities related to own work and take responsibility for their work. 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	[Sector] ([SEC])

Elements	Performance Criteria
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Apply workplace health and safety during assembly work	1.1 Follow site safety requirements and emergency procedures and use personal protective equipment (PPE) in line with operational requirements 1.2 Identify and report hazards, accidents, incidents and/or near misses in line with operational requirements and health and safety legislative requirements to maintain safe work practices
2. Store and handle building materials for major subassemblies	2.1 Ensure that tools, equipment and building materials are located at the workstation for ease of access near their point of use 2.2 Use the storage system provided for building materials to enhance safety, material protection, accessibility, storage efficiency, visibility of commonly used materials and replenishment 2.3 Ensure that larger subassemblies and materials are stagged in line with organisational procedures for ease of access, an optimal use of floor space and production efficiency

Elements	Performance Criteria
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
3. Check quality of building materials before assembly work begins	3.1 Obtain and review design and production documents related to the work for required quality, quantity and production schedules and targets 3.2 Receive and check quantity and quality of building materials, elements, components, fixings and subassemblies from previous work at their point of storage and use to meet design specifications, standards, codes, certification and production schedule 3.3 Ensure regulated components including partition walls or floor elements are tested and certified, meeting thermal, acoustic and fire criteria according to the design, local codes and standards 3.4 Report incorrect information, unsuitable material resources or incoming defect to responsible person to repair the defect and resolve its root cause to prevent recurrence 3.5 Check and record incoming variations from design specifications, work processes or equipment and address or report to the appropriate person following organisational procedures to ensure that the work can be completed at the required quantity, quality and timeframe
4. Check quality of completed subassembly	4.1 Complete the work to specifications from design regarding strength, thickness, tolerances, continuity or discontinuity of materials, systems and services, choice of materials and properties 4.2 Identify and correct potential risks associated with the safe manual handling of completed subassembly or timber building system before it is released to the next workstation or delivered for on-site installation 4.3 Document and report time and product variations and work processes to identify non-value added activities, delays and inefficiencies and initiate process improvement
5. Prepare waste materials for disposal	5.1 Sort and store waste materials in line with organisational procedures for being collected and reused or disposed

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.*	
Skill	**Description**
[Skill]	• [Style to be applied is SI Bullet List 1 • Use sentence case (i.e. commence with upper case) for each bullet point but do not put a full stop at the end • See *Guidelines* for the skills to be described, the order in which to list them and hints on writing descriptions
[Skill]	• SI Bullet List 1 • SI Bullet List 1
[Style to be applied in left column is SI Text[	• SI Bullet List 1 • SI Bullet List 1]

Unit Mapping Information			
Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
FWPXXX0000 Apply critical workplace processes in the off-site manufacture of timber building systems	Not applicable	New unit	Not applicable

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 Apply critical workplace processes in the off-site manufacture of timber building systems

Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit. There must be evidence that, on at least one occasion, the individual has:

- implemented workplace health and safety procedures and practices at the occupational workstation including the use of risk control measures
- demonstrated safe and efficient work practice for storing and handling building materials and sub-assemblies in line with organisational procedures
- reviewed design and production documents and understood assembly work requirements regarding quality, quantity and production schedules and targets
- checked the quality of building materials and subassemblies from previous work against specifications and requirements for certification before assembly work commenced
- checked completed subassembly or timber building system against specifications and for safe manual handing before it was released to the next workstation or delivered for on-site installation
- documented and reported time and product variations, defects and work processes efficiently and in line with organisational procedures

Knowledge Evidence

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:

- information and requirements contained in drawings, design specifications, production schedules and targets, method statements, risk assessments, manufacturer information and building regulations.
- health and operational hazards or risks related to lifting and handling of large building materials and sub-assemblies, methods of work, use and storage of products, tools and handling equipment as identified through risk assessments, manufacturer technical information, regulations and industry health and safety guides
- workplace health and safety procedures and practices related to occupational activities including risk control measures
- emergency response procedure and responsibilities when involved with fires, spillages and injuries relating to occupational activities
- accident reporting procedures and responsibilities
- safe use of personal protective equipment (PPE), types, purpose of each type and work situations
- elements of efficient storage and replenishment systems for building materials in the manufacture of prefabricated timber building systems
- methods for efficient handling and stagging of large timber building subassemblies and materials at workstations along assembly lines
- types, quantity, quality, sizes and sustainability of building materials, services, wood structural components and fixings associated with a range of prefabricated timber building systems and their final application
- methods of calculating quantity, length, volume, area and waste associated with a range of prefabricated timber building systems and their final application
- standards, codes and certifications applicable to building materials, services elements, components and fixings relevant to local jurisdiction where the timber building system is installed on site
- regulated components including partition walls and floor elements and valid documentation for attesting compliance with thermal, acoustic and fire requirements
- acceptable tolerances and continuity or discontinuity of materials, systems and services related to a range of prefabricated timber building systems as required by design specifications; their importance for on-site installation and in-service life cycle
- workstations or operations associated with a particular timber building system production line; order of sequence or flow of sub-assembled products and information between process activities
- bottleneck operations and root causes for delays or inefficiencies including product design variations and rework due to damage, material unavailability, poor quality, incorrect stagging in the subassembly area, design questions or errors
- methods for reporting unsuitable building resources, in-coming defects and variations from specifications and incorrect information as outlined in organisational procedures; why it is important they are followed

Knowledge Evidence

- elements associated with manual handling hazards and risks of completed timber building systems including:
  - cut metal edges
  - exposed screw tips and nails
  - abrasion of insulation materials resting on metal edges
  - pinch points in connections
  - surfaces which can retain rainwater
- methods for sorting and storing waste materials in line with organisational procedures

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
  - skills must be demonstrated in a workstation on an assembly line that manufacture prefabricated timber building systems or an environment that accurately represents workplace conditions
- resources, equipment and materials:
  - specialised tools and material handling equipment for operational activity
  - building materials and subassemblies related to different prefabricated timber building systems
  - personal protective equipment used in off-site manufacture of prefabricated timber building systems
- specifications:
  - access to drawings, design documentation, production schedules and targets, method statements, risk assessments, workplace health and safety procedures, manufacturer information, certification for regulated building material and building regulations
  - access to emergency procedures
  - access to template for documenting and reporting issues regarding product quality and time and process variations
- relationships:
  - production personnel with whom the individual can interact
- timeframes:
  - according to time specified in production schedule

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

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