

<b>LMFUP2002B</b>	<b>Fit upholstery components</b>
<b>Unit descriptor</b>	This unit covers the competency to fit upholstery components to assemble upholstered furniture.
<b>Employability skills</b>	This unit contains employability skills.
<b>Unit sector</b>	Upholstery

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>
Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
1. Prepare for component application	<ul style="list-style-type: none"> <li>1.1. Work instructions are used determine job requirements including design variations, tolerances, process, materials, finish, and quality</li> <li>1.2. Components to be fitted are identified</li> <li>1.3. Fitting sequence is determined</li> <li>1.4. Procedures are determined for checking the quality at each stage of the process</li> <li>1.5. Workplace health and safety requirements, including personal protection needs, are observed throughout the work</li> <li>1.6. Fixing devices are selected in line with work instructions and the type of materials to be used</li> <li>1.7. Suitable work area is selected for the task</li> <li>1.8. Components, materials, fittings and attachments are collected</li> <li>1.9. Tools and equipment suitable to the applicable fitting methods are selected and checked for safe operation</li> </ul>
2. Fitting of components	<ul style="list-style-type: none"> <li>2.1. Components are laid out and attached using appropriate fastenings</li> <li>2.2. Hand and power tools and equipment are used as required</li> <li>2.3. Attached components are checked for compliance with specifications</li> <li>2.4. Products which do not meet quality specifications are repaired or tagged for further processing or recycling/disposal in accordance with workplace practices</li> <li>2.5. Finished products are organised and stored in holding area to enterprise requirements</li> </ul>
3. Complete work	<ul style="list-style-type: none"> <li>3.1. Faulty and/or defective equipment is tagged and reported in accordance with workplace procedures</li> <li>3.2. Waste and scraps are removed in accordance with workplace procedures</li> <li>3.3. Tools and equipment used are cleaned, inspected for serviceable condition and stored appropriately in accordance with workplace procedures</li> <li>3.4. Equipment is maintained and work area cleaned in accordance with workplace procedures</li> </ul>

### **REQUIRED SKILLS AND KNOWLEDGE**

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

#### **Required skills**

<ul style="list-style-type: none"> <li>• collect, organise and understand information related to hand and power tools, work orders, maintenance systems and safety procedures</li> <li>• communicate ideas and information to enable confirmation of work requirements and specifications, coordination of work with work supervisor, other workers and customers, and the reporting of work outcomes and problems</li> <li>• plan and organise activities including the preparation and layout of the work area to avoid any back tracking, workflow interruptions or wastage</li> <li>• work with others and in a team by recognising dependencies and using cooperative approaches to optimise workflow and productivity</li> <li>• use mathematical ideas and techniques to correctly complete measurements and estimate material requirements</li> <li>• use pre-checking and inspection techniques to anticipate problems, avoid re-working and wastage</li> <li>• use workplace technology related to the fitting of components to upholstered furniture</li> </ul> <p><b>Required knowledge</b></p> <ul style="list-style-type: none"> <li>• interpretation of plan representation for upholstered furniture items</li> <li>• identification of hand and/or power tools, materials, components, equipment, processes and procedures</li> <li>• workflow in relation to the assembly of upholstered furniture</li> <li>• workplace procedures for problem and quality reporting</li> </ul>
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### 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. Bold italicised wording in the Performance Criteria is detailed below. 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.

<b>Unit scope</b>	<ul style="list-style-type: none"> <li>• This unit addresses the fitting and installing of components to an item of upholstered furniture.</li> <li>• Upholstery components may be upholstered or un-upholstered fittings which when assembled form an item of upholstered furniture. They may include but are not limited to: <ul style="list-style-type: none"> <li>◦ actions</li> <li>◦ arms</li> <li>◦ seats</li> <li>◦ backs</li> <li>◦ legs</li> <li>◦ facings</li> <li>◦ prefabricated polished timber components</li> <li>◦ metal components</li> <li>◦ plinths</li> <li>◦ glides</li> <li>◦ ceramic and plastic fittings</li> </ul> </li> </ul>
<b>Unit context</b>	<ul style="list-style-type: none"> <li>• OHS requirements include legislation, material safety management system, hazardous substances and dangerous goods codes and safe operating procedures</li> <li>• Work requires individuals to demonstrate some discretion, judgement and problem solving skills in the fitting of upholstery components</li> <li>• Work is carried out in accordance with legislative obligations, environmental legislation, relevant health</li> </ul>

	regulations, manual handling procedures and organisation insurance requirements
<b>Tools and equipment are to include:</b>	<ul style="list-style-type: none"> <li>• measuring tapes or rulers</li> <li>• staple gun</li> <li>• air driver</li> <li>• air drill and accessories</li> <li>• scissors and mallets</li> </ul>
<b>Tools and equipment may include:</b>	<ul style="list-style-type: none"> <li>• air wrench</li> <li>• nail gun</li> <li>• clip gun</li> <li>• tack hammer</li> <li>• ripping chisels and staple removers</li> </ul>
<b>Materials to be used may include but are not limited to:</b>	<ul style="list-style-type: none"> <li>• finished upholstery components</li> <li>• frames</li> <li>• glues</li> <li>• screws</li> <li>• nails and staples and other fixing devices</li> </ul>
<b>Component checking</b>	<ul style="list-style-type: none"> <li>• covers alignment and squareness, correct fastening, materials and attachment as per work instruction and conformity to work instructions and quality requirements</li> </ul>
<b>Storage area organisation</b>	Storage area organisation is to ensure that there is no obstruction to traffic, products are not damaged in storage, incompatible items are not stored together and products are arranged to match the sequence of work
<b>Personal protective equipment</b>	<p>Personal protective equipment is to include that prescribed under legislation, regulations and enterprise practices and procedures. It may include:</p> <ul style="list-style-type: none"> <li>• safety glasses/goggles</li> <li>• hair nets</li> <li>• ear muffs/plugs</li> <li>• gloves</li> <li>• footwear</li> <li>• protective clothing</li> </ul>
<b>Information and procedures</b>	<ul style="list-style-type: none"> <li>• Manufacturer specifications and operational procedures</li> <li>• Work instruction, including job sheets, cutting lists, plans, drawing and designs</li> <li>• Workplace procedures relating to reporting and communication</li> <li>• Workplace procedures relating to use of tools and equipment</li> </ul>

### 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 the relevant Training Package.

<b>Critical aspects of evidence</b>	<ul style="list-style-type: none"> <li>• Interpret work order and locate relevant information</li> <li>• Follow work instructions, operating procedures and inspection practices to: <ul style="list-style-type: none"> <li>◦ minimise the risk of injury to self and others</li> <li>◦ prevent damage to goods, equipment and products</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>◦ achieve required production output and product quality</li> <li>• As a minimum fit the upholstery components for three different items of upholstered furniture requiring assembly</li> <li>• Work effectively with others</li> <li>• Modify activities to cater for variations in workplace context and environment</li> </ul>
<b>Resource implications</b>	Access to work instruction/job sheets, hand and/or power tools, equipment, materials, basic machinery and work areas.
<b>Method of assessment</b>	<p>Assessment methods must confirm consistency of performance over time and in a range of workplace relevant contexts.</p> <p>Assessment should be by direct observation of tasks and questioning on underpinning knowledge.</p> <p>Assessment should be conducted over time and may be in conjunction with assessment of other units of competency which form a part of the job role.</p>
<b>Context of assessment</b>	Assessment may occur on the job or in a workplace simulated facility with relevant process equipment, materials, work instructions and deadlines.