

COGSIGN37

Signage - produce formed products



Overview

This unit deals with the following:

1. Produce formed products

During this work you must take account of the relevant operational requirements and safe working practices AS THEY APPLY TO YOU.

Previous Version: Unit 3.17 National Occupational Standards in Signmaking (CWP1)

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Performance criteria

- You must be able to:*
- P1 check and confirm that you have the correct work instructions and any relevant forming procedures and quality specifications
 - P2 select and obtain the necessary resources for etching the materials to the specified requirements, including suitable PPE (Personal Protective Equipment)
 - P3 position and secure suitable positioning and securing devices for the forming process
 - P4 ensure that preliminary positioning, where used, is accurate and secure using suitable fastening and fixing methods and materials
 - P5 perform the forming operation according to work instructions and safe operating/quality procedures
 - P6 monitor and control the forming operation and identify any faults, variations and/or problems that occur
 - P7 make any necessary adjustments within the limits of your authority
 - P8 report any faults, variations and/or problems that you cannot solve and/or are not your responsibility to the relevant person
 - P9 remove and dispose of waste materials safely using an approved method
 - P10 deal appropriately with formed products and complete any necessary documentation
 - P11 follow relevant health and safety and environmental requirements and legislation at all times

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Knowledge and understanding

You need to know and understand:

- K1 how to check that you have the correct work instructions and any relevant forming procedures and quality specification
- K2 how to determine equipment, tools, materials, techniques and methods needed to complete the activity
- K3 how to select and use appropriate resources i.e., equipment, tools, materials, techniques and methods to form materials and products
- K4 how to identify and determine the appropriateness of PPE (Personal Protective Equipment) for work activities, to include equipment to protect head, trunk, hands and feet
- K5 how to identify and use positioning and securing devices
- K6 what are preliminary positioning places and suitable fastening and fixing methods and materials
- K7 how to determine positioning, fastening and fixing methods and materials for the materials being formed
- K8 how to perform and monitor the forming operation
- K9 what the specified tolerances are and why these are important
- K10 what is regarded as acceptable quality and how is this achieved
- K11 how to deal with formed products appropriately i.e., bundled, batched and stored
- K12 what faults, variations or problems may occur in the forming operation
- K13 how to make necessary adjustments within your permitted authority
- K14 who are the relevant personnel
- K15 what is regarded as waste and how to minimise it and remove it following approved methods
- K16 how to deal appropriately with formed products
- K17 what documentation is necessary
- K18 what legislation and organisational codes of practice are relevant
- K19 what are the consequences of not following legislation and organisational requirements
- K20 what health and safety and environmental requirements and legislation are relevant and how to follow them
- K21 what are the consequences to you and to others of not following health and safety and environmental legislation

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Additional Information

Glossary

Types of Forming Devices

Manual, automated

Types of Material

Metal, wood, plastics, vinyl, polystyrene, composite boards etc.

Forming Methods

Mechanical or manual methods using either heat and/or manipulation

Securing, Fixing and Fastening Methods

Jigs, clamps, fixing materials

Relevant Personnel

Line manager, supervisor, team leader etc.

Relevant Health and Safety and Environmental Requirements

What your responsibilities are in respect of health and safety and environmental requirements and legislation, regulations, safe working practices, local, national and organisational/site specific procedures

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Suite Signmaking

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