

## Overview

This standard identifies the competences you need to carry out pressing and punching operations, in accordance with approved procedures, using Computer Numerical Control (CNC) machines. You will confirm with the machine setter that the machine is ready for the operations to be performed and that all the required components/materials and consumables are available. In operating the machine, you will be expected to follow the correct procedures for calling up the operating program, dealing with any error messages and executing the program activities safely and correctly. You will be expected to produce a range of components that cover a number of different features, such as linearly pitched holes, radially pitched holes, internal square/rectangular profiles, curved/circular profiles, swages, louvres, forms and profiles.

You will be required to operate the CNC machine in line with safe working practices and approved procedures, to continuously monitor the machining operations and, where necessary, make minor adjustments or seek the help of the setter to make the required adjustments, in order to ensure that the work output is to the required quality and accuracy. Meeting production targets will be an important issue, and your production records must show consistent and satisfactory performance.

Your responsibilities will require you to comply with organisational policy and procedures for the machining activities undertaken, and to report any problems with the machining activities that you cannot personally resolve, or are outside your permitted authority, to the relevant people. You will be expected to work to instructions, with a minimum of supervision, taking personal responsibility for your actions and for the quality and accuracy of the work that you produce.

Your underpinning knowledge will be sufficient to provide a sound basis for your work, and will enable you to adopt an informed approach to applying machining procedures. You will have an understanding of the CNC pressing/punching process and its application, and will know about the equipment, materials and consumables in adequate depth to provide a sound background for carrying out the activities to the required specification.

You will understand the safety precautions required when working with the machine, its associated tools and equipment. You will be required to demonstrate safe working practices throughout, and will understand the responsibility you owe to yourself and

others in the workplace.

Setting up of the machine, its programming, tooling and associated workholding devices, is the subject of another standard and is the responsibility of the machine-tool setter.

## Performance criteria

*You must be able to:*

- P1 work safely at all times, complying with health and safety and other relevant regulations, directives and guidelines
- P2 confirm that the CNC punching machine is set up and ready for operation
- P3 operate the machine controls in accordance with safe working practices and operational procedures
- P4 deal with problems within your control and report those that cannot be solved
- P5 operate the CNC punching machine to produce machined components
- P6 monitor the computer process and ensure that the production output is to the required specification
- P7 complete and store all relevant documentation in accordance with organisational requirements
- P8 shut down the equipment to a safe condition on conclusion of the activities

## Knowledge and understanding

### *You need to know and understand:*

- K1 how to work safely at all times, complying with health and safety and other relevant regulations, directives and guidelines
- K2 the safety mechanisms on the CNC pressing/punching machine, and the procedure for checking that they function correctly
- K3 how to stop the CNC pressing/punching machine in both normal and emergency situations, and the procedure for restarting after an emergency
- K4 the importance of wearing the appropriate personal protective equipment (PPE), and of keeping the work area clean and tidy
- K5 the operation of the various hand and automatic modes of machine control
- K6 how to use the visual display and understand the various messages displayed
- K7 the function of error messages, and what to do when an error message is displayed
- K8 how to find the correct restart point in the program when the machine has been stopped before completion of the program
- K9 where to obtain the component drawings, specifications and/or job instructions required for the components to be machined
- K10 how to extract and use information from engineering drawings or data and related specifications in relation to work undertaken
- K11 how to use imperial and metric systems of measurement
- K12 the main features of the CNC pressing/punching machine, and the accessories that can be used
- K13 the various CNC pressing/punching operations that can be performed, and the methods and equipment used
- K14 the effects of clamping the work piece in a work holding device, and how this can cause distortion in the finished components
- K15 how to recognise CNC pressing/punching faults, and how to identify when tools need re-sharpening, replacing or adjustments are required
- K16 the quality control procedures used, inspection checks to be carried out, and the equipment that will need to be used
- K17 the issues that can occur with the CNC pressing/punching activities, and how these can be overcome
- K18 the extent of your own responsibility and to whom you should report if you have problems that you cannot resolve

## Scope/range related to performance criteria

1. Confirm that the machine is ready for operation by checking all of the following:
  - 1.1 obtain and use the appropriate documentation (such as job instructions, drawings, quality control documentation)
  - 1.2 adhere to procedures or systems in place for risk assessment, personal protective equipment and other relevant safety regulations and procedures to realise a safe system of work
  - 1.3 confirm with the machine setter that the machine is ready for production
  - 1.4 where appropriate, seek any necessary instruction/training on the operation of the machine
  - 1.5 ensure that machine guards are in place and are correctly adjusted
  - 1.6 hold components securely, without distortion
  - 1.7 check that the operating program is at the correct start point and the workpiece is clear of the machine spindle
  - 1.8 follow the defined operating procedures and apply safe working practices and procedures at all times
  - 1.9 ensure that machine settings are adjusted as and when required (either by yourself or the setter) to maintain the required accuracy
  - 1.10 ensure that the components produced meet the required specification for quality and accuracy
  - 1.11 leave the work area and machine in a safe and appropriate condition on completion of the activities
2. Operate one of the following CNC punching machines:
  - 2.1 CNC punching machine
  - 2.2 CNC fabrication machining centre for punching operations
3. Produce components which cover four of the following features:
  - 3.1 holes linearly pitched
  - 3.2 swages
  - 3.3 holes radially pitched
  - 3.4 louvers
  - 3.5 square/rectangular profiles
  - 3.6 curved profiles
  - 3.7 other specific features

## Operating CNC punching machines

---

4. Machine one of the following types of material:
  - 4.1 ferrous
  - 4.2 non-ferrous
  - 4.3 special alloys
  
5. Use appropriate gauges or instruments to carry out the necessary checks, during production, for accuracy of three of the following:
  - 5.1 dimensions of punched features
  - 5.2 accuracy of profiles
  - 5.3 position of features
  - 5.4 flatness/freedom from excessive distortion
  - 5.5 hole positions linearly pitched
  - 5.6 accuracy of louvers and swages
  - 5.7 hole positions radially pitched
  
6. Produce components within all of the following quality and accuracy standards:
  - 6.1 dimensional tolerance equivalent to relevant standard
  - 6.2 components to be free from deformity, burrs and sharp edges

## Operating CNC punching machines

<b>Developed by</b>	Enginuity
<b>Version Number</b>	3
<b>Date Approved</b>	31 Mar 2026
<b>Indicative Review Date</b>	01 Apr 2029
<b>Validity</b>	Current
<b>Status</b>	Original
<b>Originating Organisation</b>	Enginuity
<b>Original URN</b>	SEMMME2-22
<b>Relevant Occupations</b>	Engineering, Engineering and Manufacturing Technologies, Engineering Technicians
<b>Suite</b>	Mechanical Manufacturing Engineering Suite 2
<b>Keywords</b>	engineering; manufacturing; mechanical; machining; operating; CNC; punching machine; linearly pitched holes; rotary pitched holes; louvers