

SKSFL1

Carry out cutting operations (SQA Unit Code-HC2W04)



Overview

This standard is for those who cut materials for use in the manufacture of footwear / leathersgoods / saddlery whether by hand or by machine and is about producing shaped components using tools and equipment to meet the requirements of safety, productivity, quality, and minimising waste. You will need to carry out checks prior to work to ensure company tolerances for pattern interlocking are met. Defects in tools and equipment should be repaired where possible and reported where a repair is not possible. Production targets and quality standards will need to be met and the material correctly sorted and placed for the next stage of production.

You need to know the styles currently being produced, company cutting efficiencies, how to calculate the components required and which equipment you will need to use. You will need to be able to match components by colour and texture and will require decision making skills.

The job role may involve:

1. Producing shaped components using tools and equipment to meet the requirements of safety, productivity, quality, and minimising waste.

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Performance criteria

- You must be able to:*
- P1 make sure the work area is free from hazards
 - P2 obtain and check the data on the work ticket
 - P3 calculate the number of components needed for production
 - P4 select and sort the materials for the work
 - P5 set up the equipment
 - P6 make sure that tools are safe and clean to use on the material
 - P7 check the quality and characteristics of the material match the required standards before starting to cut
 - P8 use tools and equipment for hand or machine cutting
 - P9 make sure that when cutting the material
 - P9.1 avoid damaging self and others
 - P9.2 avoid damage to the knife and other equipment
 - P10 avoid any imperfections in the material when cutting
 - P11 minimise wastage
 - P12 meet company usage tolerances for efficient pattern interlocking
 - P13 identify and respond to imperfections, defects and damage due to mishandling
 - P14 produce the required batch of components to match the work ticket and the company's production targets
 - P15 report defects in the tools and equipment you do not have the authority to repair
 - P16 dispose of waste materials safely and promptly return re-useable materials
 - P17 carry out closedown procedures on completion of work
 - P18 make sure that the cut material is
 - P18.1 correctly sorted to assist the next stage of production
 - P18.2 carefully placed to minimise the risk of damage
 - P19 comply with written instructions
 - P20 complete forms, records and other documentation
 - P21 work to legal requirements, standards and regulations, policies, procedures and professional code

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Knowledge and understanding

You need to know and understand:

- K1 styles of footwear / leathersgoods / saddlery currently being produced
- K2 how the data on the work ticket relates to the work and the production schedules associated with them
- K3 how to safely set up and close down cutting and associated equipment in the work station
- K4 which equipment is needed for the cutting activity
- K5 how to calculate the number of components required
- K6 what the common cutting methods are to ensure maximum usage and minimum wastage
- K7 what the company cutting efficiencies are with regard to the material being cut
- K8 the common quality imperfections associated with the materials being cut
- K9 the main characteristics of the materials, how to identify them and what they mean for cutting operations and subsequent operations
- K10 what the implications are of using defective tools and machines on the materials
- K11 responsibilities and lines of reporting within the work area
- K12 the organisation's rules, codes, guidelines and standards
- K13 equipment operating procedures
- K14 statutory responsibilities under Health, Safety and Environmental legislation and regulations
- K15 common hazards in the work area and workplace procedures for dealing with them
- K16 the health and safety procedures for handling the tools and equipment
- K17 the company's procedures with regard to material re-usage and disposal
- K18 quality standards required by the company and the reporting procedures
- K19 the company's procedures for filling out documentation on work completed
- K20 manufacturers' instructions

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