

COMPETENCY ASSESSMENT: Oscillating Spindle Sander

Prerequisites: All personnel undertaking this assessment must have previously completed the following;

- Read Oscillating Spindle Sander Risk Assessment, **Task ID. 36696** and associated Standard Operating Procedure, **SP-090**,
- Complete local Workshop Induction.

Competency: Utilize an Oscillating Spindle Sander within a workshop in accordance with occupational health and safety standards.

Operations: This assessment should take place in any EAIT Faculty Workshop equipped with an Oscillating Spindle Sander. The assessor is required to assess all aspects of the competency regarding the following operations;

1. Pre-operational checks,
2. Operation\Startup of equipment and cut material,
3. Housekeeping.

Instructions: Each intended user of the equipment is required to complete an individual competency assessment, detailed in Section 1 below. Each element is to be assessed and the results recorded below. The actions used and evidence gained to assess competency (listed in Appendix A) are recorded against each criteria. Users are then required to answer the questions in Section 2 and then sign and date this document.

Notes:

Evidence of competency allows the user access to the equipment only for the tasks assessed. Proof of competency does not permit the assessment of untrained personnel's competency using this equipment. Only authorised persons are permitted to assess the competence of others in this process. Competent users will be required to be re-assessed on any related changes to the operating procedures of this equipment.

1. Operational Assessment

| Element of competency | Performance criteria | Operation /Scenario | Self-assessment | | Assessor review | | Action/evidence (Refer to Appendix A) |
|------------------------|--|---------------------|-----------------|-------------------|-----------------|-------------------|---------------------------------------|
| | | | Competent | Not yet competent | Competent | Not yet competent | |
| Pre Operational Checks | Locates Oscillating Spindle sander electrical box and controller and ensure that the equipment is not tagged out of service. | 1 | | | | | |
| | The individual must be able to correctly identify, describe and set/adjust: Condition of sanding drums: | 1 | | | | | |
| | Throat plates: | 1 | | | | | |
| | Start and stop controls: | 1 | | | | | |
| | Activate dust extraction. | 1 | | | | | |
| | Selects and fits appropriate PPE. | 1 | | | | | |

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|---|---|---------------------|-----------------|-------------------|-----------------|-------------------|---------------------------------------|
| | | | Competent | Not yet competent | Competent | Not yet competent | |
| Operation of Oscillating Spindle Sander | Select piece of suitable timber to demonstrate the following process: | 2 | | | | | |
| | Ensure the correct sanding sleeve is been used for the material that is to be sanded. | 2 | | | | | |
| | Check that the sanding spindle is perpendicular (90 ^o) to the table. | 2 | | | | | |
| | Start sander and sand the selected material showing the correct posture and applying the correct pressure and sanding motion (left to right). | 2 | | | | | |
| Shut down Machine | Follows correct shut down and correct clean up procedure of timber swarf. | 3 | | | | | |

2. Review Questions

Answer the following questions in the spaces provided. If you have any questions please ask the assessor. You may refer to the Risk Assessment, Standard Operating Procedure (SOP) or your notes if required. Once complete, insert your name and details in the space provided and return the completed form to the assessor.

2.1 Never leave the machine running unattended and don't leave the machine until it comes to a complete stop. True or False?

2.2 Name three forbidden actions when using the Oscillating Spindle Sander?

A.

B.

C.

2.3 60 grit sandpaper is finer than 100 grit sandpaper. True or False?

2.4 Be aware of the direction of feed. Feed the work piece into the sanding sleeve against the direction of rotation of the sanding sleeve. True or False?

2.5 Name three potential hazards associated with using the Oscillating sander?

A.

B.

C.

| Authorisation | | | | | |
|-----------------------|----------------------------|------|------|---------------|--------------------|
| Employee\Student name | Employee\Student signature | Date | Unit | Assessor name | Assessor signature |
| | | | | | |

Appendix A

| Possibilities for Action items | | Possibilities for evidence | |
|--------------------------------|---|----------------------------|---|
| A | Watch video | 1 | Direct observation of performance during work |
| B | Review procedures | 2 | Direct observation of performance during simulation |
| C | Attend central training | 3 | Return demonstration during training |
| D | Observe other staff | 4 | Completed end product, form or document |
| E | On the job training | 5 | Verbal assessment |
| F | Be mentored by person with these skills | 6 | Written assessment |
| G | Role play with other staff | 7 | >1 year Post-training trade experience |
| H | Online course | 8 | Other – Provide details |
| I | Technical trade training | | |
| J | Other – Provide details | | |