



# MST Textiles, Clothing and Footwear Training Package Release 3.0

Case for Endorsement

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*Prepared on behalf of the Textiles, Clothing and Footwear IRC for the Australian Industry and Skills Committee (AISC)*





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## A. Administrative details of the Case for Endorsement

The Textiles, Clothing and Footwear Industry Reference Committee (IRC) is presenting this Case for Endorsement.

IBSA Manufacturing, a Skills Service Organisation (SSO), is submitting this Case for Endorsement on behalf of the Textiles, Clothing and Footwear IRC.

This Case for Endorsement responds to Activity Order IBSA/TPD/2018-19/002 executed in October 2018, which in turn was based on a Case for Change submitted in May 2018. Overall, the draft components reflect the activities proposed in the Case for Change. In some cases, consultations and IRC decisions led to adjustments in the scope of work. These are summarised in **Appendix A** and referenced at relevant places in this Case for Endorsement.

The MST Textiles, Clothing and Footwear Training Package Release 3.0 components submitted for endorsement are detailed in **Appendix B**.

### Minor changes

Minor changes that will be made to MST Training Package components include:

- Issues noted on the IBSA Manufacturing Issues Register – refer *I. Continuous Improvement*

## B. Description of work and request for approval

### Draft components for endorsement

This submission covers Case for Endorsement for the MST Textiles, Clothing and Footwear Training Package Release 3.0. In summary, the following components are submitted for endorsement:

#### Three (3) qualifications:

- MST20419 Certificate II in Laundry Operations
- MST30619 Certificate III in Laundry Operations
- MST30919 Certificate III in Dry Cleaning Operations

#### Forty-four (44) units of competency:

- Forty-two (42) revised units
- Two (2) new units

### Components for deletion

This submission also proposes the following components for deletion, which have been identified as no longer required by industry:

#### Five (5) qualifications:

- LMT40810 Certificate IV in Laundry Operations and Supervision

In the laundry and dry cleaning context in particular, industry advised that a broader qualification from the Business Services Training Package (BSB) was more appropriate.

The following four (4) LMT qualifications were approved to be deleted as part of the MST Buying Skills Project Release 2.0 but were held over and deleted as part of the MST Laundry & Dry Cleaning project Release 3.0:

- LMT11107 Certificate I in Textiles Clothing and Footwear
- LMT40907 Certificate IV in Supply and Fitting of Pre-manufactured Medical Grade Footwear
- LMT50207 Diploma of Medical Grade Footwear
- LMT60207 Advanced Diploma of Medical Grade Footwear

**Four (4) units of competency:**

- One (1) unit covering laundry skills not required by industry (MSTLA2005 Operate hydro extractor)
- Three (3) units of competency from LMT07, the precursor to the MST Training Package, that are no longer required by industry. The following three (3) LMT units were approved to be deleted as part of the MST Buying Skills Project Release 2.0 but were held over and deleted as part of the MST Laundry & Dry Cleaning project Release 3.0:
  - LMTMF6001A Conduct comprehensive medical grade footwear assessments for clients with footwear-related medical conditions
  - LMTMF6002A Design, evaluate and make patterns for medical grade custom-made footwear
  - LMTMF6003A Research and evaluate medical grade footwear conditions, processes and products

Please refer to **Appendix B** for a complete list of components to be endorsed or deleted.

**Non-endorsable components**

- Twelve (12) new skill sets are to be included in MST Release 3.0:
  - MSTSS00003 Introduction to Laundry Operations Skill Set
  - MSTSS00004 Introduction to Laundry or Dry Cleaning Industry Skill Set
  - MSTSS00005 Control Hygiene in Laundry Operations Skill Set
  - MSTSS00006 Sustainable Practices in Laundry Operations Skill Set
  - MSTSS00007 Sustainable Practices in Dry Cleaning Operations Skill Set
  - MSTSS00008 Use Technology in TCF Operations Skill Set
  - MSTSS00009 Dispose of Waste Products in TCF Operations
  - MSTSS00010 Supervise Work TCF Operations Skill Set
  - MSTSS00011 Ironer Safety Skill Set
  - MSTSS00012 Spotting Skill Set
  - MSTSS00013 Customer service in Laundry or Dry Cleaning Operations Skill Set
  - MSTSS00014 Manage Technology in TCF Operations Skill Set
- Two (2) units listed for development in this project did not require major changes as they were reviewed in the recent Buying skills project (MST Release 2). One unit has had minor changes made that represent an IRC upgrade only:
  - MSTGN2013 Identify fibres, fabrics and textiles used in the TCF industry (no change)
  - MSTGN2014 Operate computing technology in a TCF workplace (minor change, Release 2)
- One (1) unit was removed from this project:
  - MSTTX3012 Identify and deal with mechanical and low voltage electrical faults in textile machinery

This unit has been added to the *MEM Manufacturing and Engineering Training Package* Issues Register, where the content can be analysed by subject matter experts with more appropriate knowledge and skills.

## Summary of work, changes and industry benefits

The primary focus has been to reflect current industry needs by updating and developing new content. Priorities for industry as expressed in the Case for Change related to the need for training package content to better support:

- compliance with standards, in particular the Australian/New Zealand Standard™ AS/NZS 4146:2000 Laundry practice
- improved infection control
- increased automation
- safety in finishing operations
- flexible 'skill set' opportunities to upskill existing skilled workers in new operations and standards
- large number of workers from culturally and linguistically diverse backgrounds.

Alongside this objective, the work has involved a range of changes to support improved compliance with the *Standards for Training Packages 2012*, including the COAG Industry Skills Council (CISC) reforms to training packages. Opportunities to respond to CISC reforms were pro-actively identified and tested through consultation. This resulted in both the removal of an obsolete qualification, the merging and deletion of units of competency, and the creation of multiple skill sets. While this Training Package already supports pathways between occupations through extensive use of imported units, this has been strengthened through the inclusion of additional imported units.

### Qualifications

Qualifications have been reviewed and changed in a number of ways:

- Qualifications have been checked and updated to ensure more rigorous alignment with the Australian Qualifications Framework (AQF).
- There are various minor changes to core and elective units to better reflect current laundry and dry cleaning industry needs
- Flexibility remains a feature of qualifications to cater for a broad range of different industry needs.
- An imported unit with a focus on working in a socially diverse environment has been added as an elective
- LMT40810 Certificate IV in Laundry Operations and Supervision is proposed for deletion based on industry advice that a broader qualification from the Business Services Training Package (BSB) is more suitable for workers seeking supervision skills. This decision, which was confirmed through the board of the Laundry Industry Association, supports the 2015 COAG Industry and Skills Council training package reforms by removing an obsolete qualification in favour of a more broadly-based qualification that supports the movement of individuals between sectors.

## Units of competency

The following changes specifically reflect industry needs:

- Two new units of competency address new technology and improved safety in finishing operations and were developed with extensive involvement of TAC members:
  - MSTGN2015 Use RFID technology to track laundry items – this was considered important enough to warrant a stand-alone unit.
  - MSTLA3005 Control laundry finishing operations – this unit aims to capture the complete function of ironing in a laundry context.
- Changes to revised units of competency now include more explicit references to compliance standards. For example, there are references in relevant units to *Laundry Standard AS/NZS 4146 2000* and to the *DIA Code of Practice for Safe Handling of Solvents*.
- Four units with overlapping content covering finishing, packaging, storage and despatch have been merged into one unit to better reflect work functions and job roles (MSTGN2017 Prepare, finish and package products for storage or dispatch).

In line with CISC reforms, many unit changes also relate to improved clarity on industry's expectations about what is **required** and the removal of items that are guidance only. This includes:

- reduction of duplication and changes to avoid repetition of the same information in different parts of the units
- ensuring the Performance Evidence is specific to the unit and focuses on volume and frequency of evidence needed to show competency
- removal of the Range of Conditions, where most content did not meet the requirement for this field
- streamlining Assessment Conditions.

Imported units of competency have also been reviewed for suitability, with a small number of changes made. For example, units from the Foundation Skills Training Package (FSK) have been added and a different work health and safety unit from the Business Services Training Package has been introduced to support improved AQF alignment. Industry made a considered decision to retain a small number of generic MST units rather than adopt broader cross-sector units based on the fact that MST units more closely reflected industry needs.

## Skill sets

12 new skill sets have been developed to meet industry needs, which is a significant increase in the original proposal to develop 2 new skill sets. This development is based on industry's need to be able to access more targeted training and to provide recognition of skills acquisition in smaller chunks. This expanded skill set development also supports the current CISC reforms.

As a result of the work above, there will be a number of key benefits for industry across all sectors:

- Qualifications will better reflect current industry needs
- Units of competency will be clearer, easier to read and will provide a more robust framework for training and assessment
- New content will provide improved Training Package coverage of industry skills and knowledge.
- Skill sets will provide flexible options in an industry where full qualification delivery is sometimes hard to achieve due to thin markets, and there is a need to upskill existing workers.

## C. Evidence of Industry support

### Written evidence of support

A fully constituted Textiles, Clothing and Footwear IRC approved the draft components for submission to the Australian Industry and Skills Committee for endorsement. A letter of support from the IRC Chair appears as **Appendix C**.

### Project methodology and consultation

The work undertaken in this project responded to key issues identified in the Case for Change, in particular the need to:

- address the need for skills and knowledge in laundry and dry cleaning operations industry
- review the units and qualifications for laundry and dry cleaning operations to ensure they meet:
  - industry needs
  - support the COAG Industry and Skills Council reforms to training packages
  - Standards for Training Packages 2012
  - Training Package Products Policy
  - Training Package Development and Endorsement Process Policy.

Development has also responded to issues raised throughout the consultation highlighting the requirement to ensure graduates of the laundry and dry cleaning operations qualifications are 'job ready' and have the foundation skills and technology skills required to work safely in job roles in these industries.

### **Research**

The project began with an industry survey distributed to laundry and dry cleaning stakeholders in November 2017. This was designed to gauge industry feedback on the current laundry and dry cleaning units and qualifications.

Outcomes of the survey confirmed the requirements outlined in the Case for Change.

### **Public consultation**

More than 730 stakeholders were alerted to the availability of the draft content for review and to the opportunity to provide input and feedback. Details about the project were made available on the IBSA website at <https://ibsa.org.au/consultation-project/laundry-and-dry-cleaning-project/> for the life of the project.

The project web page had:

- 201 discreet page views during Round 1 public consultation
- 141 newsletter views during Round 1 public consultation
- 77 discreet page views during Round 2 public consultation
- 121 newsletter views during Round 2 public consultation
- a further 155 discreet views in between consultation rounds.

Nine stakeholders attended national workshops or webinars across Round 1 and 2 to understand the changes and provide feedback on the draft changes.



### **Technical Advisory Committee**

A Technical Advisory Committee (TAC) was established to provide specific subject matter advice and technical expertise for the development and review of the training package components. The TAC was made up of both industry and RTO representatives. TAC members were actively engaged throughout the project and met several times by teleconference or webinar to discuss draft documents, consider issues presented through public consultation and to provide expert advice.

Minutes of meetings are available on request. A list of TAC members appears as **Appendix D**.

### **Specific issues addressed through consultation**

Throughout the project, emphasis was given to addressing the issues that were noted in the Case for Change, these are listed in the following table.

<b>Issue</b>	<b>How addressed</b>
The need for safe handling and disposal of chemicals in laundry operations	Revised requirements in units, particularly <i>MSTGN3012 Work safely with chemicals in TCF operations</i> , and development of three new skill sets: <ul style="list-style-type: none"> <li>• MSTSS00003 Introduction to Laundry Operations Skill Set</li> <li>• MSTSS00004 Introduction to Laundry or Dry Cleaning Industry Skill Set</li> <li>• MSTSS00012 Spotting Skill Set.</li> </ul>
The need for safe handling and disposal of textiles	Revised requirements in units, particularly <i>MSTLA3004 Control linen rewash</i> , and development of two new skill sets: <ul style="list-style-type: none"> <li>• MSTSS00006 Sustainable Practices in Laundry Operations Skill Set</li> <li>• MSTSS00007 Sustainable Practices in Dry Cleaning Operations Skill Set.</li> </ul>
The need for safe handling and disposal of trade waste	Revised requirements in units, particularly <i>MSTLA3004 Control linen rewash</i> , the inclusion of <i>PMBWASTE302 Coordinate waste disposal</i> in qualifications and development of three new skill sets: <ul style="list-style-type: none"> <li>• MSTSS00006 Sustainable Practices in Laundry Operations Skill Set</li> <li>• MSTSS00007 Sustainable Practices in Dry Cleaning Operations Skill Set</li> <li>• MSTSS00009 Dispose of Waste Products in TCF Operations.</li> </ul>
The need for ironer safety	Revised requirements in several units, development of new unit <i>MSTLA3005 Control laundry finishing operations</i> and new MSTSS00011 Ironer Safety Skill Set.
The need for Radio-frequency identification (RFID)/technology skills	Revised requirements in <i>MSTGN2014 Operate computing technology in a TCF workplace</i> , development of new unit <i>MSTGN2015 Use RFID technology to track laundry items</i> , two new technology-focussed skill sets: <ul style="list-style-type: none"> <li>• MSTSS00008 Use Technology in TCF Operations Skill Set</li> <li>• MSTSS00014 Manage Technology in TCF Operations Skill Set.</li> </ul>

Issue	How addressed
The need for development of foundation skills suitable for work tasks	Foundation skills have been highlighted in all units of competency, electives from the FSK Training Package have been added to qualifications, and a new skill set developed: <ul style="list-style-type: none"> <li>• MSTSS00013 Customer service in Laundry or Dry Cleaning Operations Skill Set.</li> </ul>
The need for compliance with standards and codes of practice	Addition of the requirement for reading relevant specifications and codes of practice in foundations skills field of all units, the addition of Australian/New Zealand Standard™ AS/NZS 4146:2000 Laundry practice and Dry Cleaning Institute of Australia (DIA) guidelines to the knowledge evidence of many units of competency.  Also, MSTSS00005 Control Hygiene in Laundry Operations Skill Set developed to address issues with compliance around infection control in on premise laundries, particularly in aged care settings.
The need for supervisory skills	Electives added to Certificate III qualifications and development of new skill set: <ul style="list-style-type: none"> <li>• MSTSS00010 Supervise Work TCF Operations Skill Set.</li> </ul>

Whilst undertaking this work, IBSA Manufacturing undertook a continuous improvement approach to ensure alignment of the Training Package, with best practice. This included:

- Ensuring units aligned with the 2012 Standards for Training Packages template, including updating units to remove ‘Range of conditions’ and revise Assessment Requirements
- Reviewing nested qualifications and qualifications with mis-aligned AQF outcomes, to ensure packaging rules of qualifications aligned with current and future jobs roles and AQF specifications
- Reviewing unit prerequisites throughout the project and having these assessed for appropriateness by stakeholders.
- Reviewing unit equivalency through public consultations and by the TAC members, as well as the IRC. TAC members and the IRC determined that three revised qualifications featured equivalent vocational outcomes and most revised units, with the exception of nine, also have equivalent outcomes.

#### Evidence of broader engagement

In addition to the extensive involvement of TAC members, a range of other stakeholders provided expert input to the project. A list of these stakeholders appears at **Appendix E**.

All feedback was considered, and competing views were dealt with through consultation. The outcomes were approved in IRC meetings.

#### Evidence of engagement with State and Territory Training Authorities

IBSA Manufacturing has actively engaged with all State Training Authorities (STAs) throughout the project, providing an initial briefing, maintaining open dialogue and requesting feedback on Draft 1 and Draft 2/Validation draft components. At the conclusion of the project, STAs were provided a further opportunity for review and feedback, as provisioned for in the Training Package Development and Endorsement

Products Policy. Support was received from the New South Wales and Western Australian and Tasmanian STAs. No objections were raised by other states and territories other comments below from Victoria.

### Reports by exception

The Victorian State Training Authority has stated that it does not wish to impede the progress of this Case for Endorsement. However, it has requested that the following comments are included as dissenting views in relation to issues of non-compliance with Standard 2 of the Standards for Training Packages specifically relating to pre-requisites and the Training Package Products Policy.

Victorian STA Comment	Response
<p>The Standards for Training Packages require that where imported units have pre-requisites, they must remain with that unit. This has not occurred in two of the draft qualifications – MST30619 Certificate III in Laundry Operations and MST30919 Certificate III in Dry Cleaning Operations - MEM07033 Operate and monitor basic boiler has three pre-requisites: MEM11011, MEM13015, MEM16006 that are not included within the packaging rules of both qualifications.</p>	<p>It is the skills and knowledge related to the operation of a boiler, and included in MEM07033, that are required by industry. Much of the skill and knowledge of the pre-requisite units is covered in the core of the qualifications. Through the review process industry were focussed on improving the qualification to properly reflect the job role and list only relevant units. Listing the pre-requisite units in the elective bank would promote duplication and reduce qualification rigour.</p>
<p>MSTCL2024 Press work is a pre-requisite to MSTCL3016 Press whole garments, however it is not available in the packaging rules of MST30619 Certificate III in Laundry Operations.</p> <p>MSTCL2024 Press work is available within the packaging rules of MST30919 Certificate III in Dry Cleaning Operations, however it is included in the elective bank rather than the core of the qualification with its 'parent' unit MSTCL3016 Press whole garments. This reduces the elective choices by one unit. I note that this qualification was first released in July 2019, when the number of core units was reduced from ten units to nine units. In this latest iteration, the core has been increased to ten units again, however, effectively it becomes 11 units as the pre-requisite unit must be chosen.</p>	<p>AQF alignment and proper reflection of job role requirements was a focus for industry with packaging rules strengthened and listed electives updated. The Certificate II is the accepted entry for Laundry Operations with those performing more specialised technical tasks, multi-skilled roles, or supervising staff going on to the Certificate III. MSTCL2024 is listed in the Certificate II and will likely be selected there. To encourage selection of appropriate units that reflect the job role at Certificate III, the unit was not included. If the learner did not select the unit in Certificate II, or has direct entry into the Certificate III, packaging rules allow for the unit to be selected. Industry have confirmed alignment with current and future jobs roles and AQF specifications.</p>
<p>MST30619 Certificate III in Laundry Operations includes the unit MEM07034A Operate and monitor intermediate class boiler, from MEM05 Metal and Engineering Training Package. The draft qualification incorrectly lists the pre-requisite for MEM07034A as being MEM07033. TGA lists the pre-requisite for MEME07034A as MEM0733B.</p>	<p>MEM07034A should have been updated as part of MEM Release 2.0. IBSA will contact the <a href="http://training.gov.au">training.gov.au</a> team to rectify this error.</p>

Victorian STA Comment	Response
<p>MST30919 Certificate III in Dry Cleaning Operations is deemed equivalent to its predecessor, however, the level of change to the core of this qualification (inclusion of three completely new units, one of which has a pre-requisite) is significant enough to warrant a status of Not Equivalent. We agree that the changes to the core better align the qualification to AQF Level 3.</p> <p>Potential impacts on RTOs have already been outlined to IBSA Manufacturing.</p>	<p>As noted, the issue of equivalence was discussed at length with industry. As per the Standards for Training Packages, determination of equivalence is largely based the job outcome. Industry has agreed that the job role is largely equivalent.</p>

**Appendix F** provides a list of all state and territory stakeholders consulted during the project.

## D. Industry expectations about training delivery

### Training delivery

The Companion Volume Implementation Guide includes advice about industry’s expectations of training delivery: duration of training, delivery modes and pathways, work-based learning strategies, assessment and information about learner characteristics.

The TAC, the Textiles, Clothing and Footwear IRC and stakeholders agree that Certificate II in Laundry Operations should be delivered over a period of 0.5-1 year, and the Certificate III in Dry Cleaning Operations and the Certificate III in Laundry Operations be delivered over a period of 1-2 years. These expectations are in line with the AQF parameters.

Stakeholders also agree that it would be ideal if all learners had access to a real workplace environment to practise skill development and for assessment. But to mandate this requirement would be to place an unreasonable strain on commercial textiles, clothing and footwear enterprises, and so they recommend that training and assessment of practical skills be in a simulated environment that accurately reflects workplace conditions.

### Delivery as an apprenticeship/traineeship

The TAC and the Textiles, Clothing and Footwear IRC and stakeholders agree that the Certificate II in Laundry Operations, Certificate III in Dry Cleaning Operations and the Certificate III in Laundry Operations are recommended for a traineeship or apprenticeship.

### Credit arrangement

As per **Appendix G** there are no national credit arrangements that exist for the draft components in MST Release 3.0.

## E. Implementation of the new training packages

### Occupation and licensing requirements

No vocational licensing or certification requirements apply to the units or qualifications included in this submission and all units include the following statement:

*No licensing, legislative or certification requirements exist at the time of publication. Relevant legislation, industry standards and codes of practice within Australia must be applied.*

Where the requirement to meet *Australian/New Zealand Standard™ AS/NZS 4146:2000 Laundry practice* is relevant, it is clearly stated in training package components.

### Implementation issues and management strategy

The packaging rules of the proposed Certificate II in Laundry Operations, Certificate III in Dry Cleaning Operations and the Certificate III in Laundry Operations have been updated to more closely align with vocational outcomes and to strengthen the AQF alignment. Elective units have been added to allow for issues of concern to be addressed, such as use of technology, working with people from backgrounds that are different to one's own and foundation skills. RTOs will need to review their Training and Assessment Strategy (TAS) documentation to take the revised packaging rules into consideration.

Code changes to multiple units will require those code changes to be reflected in 19 qualifications in the MST Textiles, Clothing and Footwear Training Package. The codes of an additional three qualifications will be updated from 16 to 19 due to unit code changes in core units, as shown in the table below.

Current Qualification	New Qualification Code	Updated Unit affecting the Qualification	Equivalent to old unit
MST20316 - Certificate II in Leather Production	MST20319	MSTGN2018 - Work in the TCF industry	Y
		MSTGN2022 - Perform tasks to support production	Y
MST30116 - Certificate III in Clothing and Textile Production	MST30119	MSTGN3014 - Organise and plan own work to achieve planned outcomes	Y
MST30516 - Certificate III in Leather Production	MST30519	MSTGN3014 - Organise and plan own work to achieve planned outcomes	Y

### Equivalence

Stakeholders should also note that although the qualifications have been updated to align with current job roles, both the TAC and the Textiles, Clothing and Footwear IRC have determined that the three proposed qualifications have the same vocational outcomes as the previous qualifications and are therefore deemed as having equivalent status. This issue was discussed at length. Stakeholders were also very concerned that qualifications deemed as 'not equivalent' status would place unreasonable demands on RTOs and likely result in no training and assessment in laundry and dry cleaning operations at all.

## Prerequisites

Draft components include five units of competency that have prerequisites. The TAC and the Textiles, Clothing and Footwear IRC agree that these prerequisites are reasonable and required for the job tasks described in those units due to the nature of skills described. For example, to Sew components (MSTCL2023) a person needs the fundamental skills of being able to Use a sewing machine (MSTCL2021).

## F. Quality assurance reports

### Independent quality report

All components have been quality assured by a Training Package Quality Assurance Panel member and the Independent quality report is included as **Appendix H**.

The Companion Volume Implementation Guide has been quality assured through the IBSA Manufacturing internal process, and through the independent quality assurance process. It is available with this submission and will be available on the VETNet website at: <https://vetnet.education.gov.au> on endorsement.

### Declaration

IBSA Manufacturing, the SSO for the Textiles, Clothing and Footwear IRC, declares that the proposed training package component(s) meet the requirements of the *Standards for Training Packages 2012*, *Training Package Products Policy* and *Training Package Development and Endorsement Process Policy*.

### Companion Volume Implementation Guide

IBSA Manufacturing, the SSO for the Textiles, Clothing and Footwear IRC, confirms that the Companion Volume Implementation Guide is available and has been quality assured.

### Statement of evidence against the Training Package Quality Principles

Training Package Quality Principles	Evidenced by:
1. Reflect identified workforce outcomes	<p>Changes made demonstrate a clear link back to relevant AISC decisions commissioning the work, the IRC Skills Forecast and Proposed Schedule of Work, National Review Schedule and the Case for Change (please see Appendix A):</p> <ul style="list-style-type: none"> <li>• 42 revised units of competency:               <ul style="list-style-type: none"> <li>• Titles and language updated to reflect current tasks and technology in laundry and dry cleaning operations</li> <li>• Foundation skills information added to units to clarify task requirements and highlight skills previously implied</li> <li>• Minor changes to Elements and Performance Criteria to clarify job tasks</li> <li>• Updated Performance Evidence to clarify outcomes</li> <li>• Updated Knowledge Evidence to reduce repetition and reflect current requirements</li> <li>• Updated Assessment Conditions to focus on the key conditions that must be in place for assessment</li> <li>• Removed the Range of Conditions (information did not meet the intent of the 2012 Standards for Training Packages)</li> </ul> </li> <li>• development of two new units of competency to address the skill needs of workers in the use of RFID technology and ironer safety</li> <li>• revision of qualifications to include the new components listed above and refine the work tasks of those who work in laundry and dry cleaning operations to better align with industry outcomes.</li> <li>• Training package components are compliant with the Standards for Training Packages 2012, the Training Package Products Policy and the Training Package Development and Endorsement Process Policy, as evidenced by the Quality Assurance report included at <b>Appendix H</b></li> </ul>

Training Package Quality Principles	Evidenced by:
	<ul style="list-style-type: none"> <li>• Evidence that the training package components respond to Ministers' policy initiatives, in particular the 2015 training package reforms, including: <ul style="list-style-type: none"> <li>• revision of units to investigate if any MST units could be combined, deleted or replaced with generic units from other training packages</li> <li>• inclusion of units from FSK Foundation Skills Training Package to cover foundation skills required</li> </ul> </li> <li>• Open and inclusive consultation and validation commensurate with scope and impact has been conducted, as described in this Case for Endorsement.</li> </ul>
2. Support portability of skills and competencies including reflecting licensing and regulatory requirements	<ul style="list-style-type: none"> <li>• Packaging rules, qualifications framework, and pathways support movement within and across sectors, as described in the MST Companion Volume Implementation Guide, Release 3.0</li> <li>• Development of 12 of skill sets that respond to industry needs.</li> <li>• Other national and international standards for skills were considered, and several BSB Business Services units and FSK Foundation Skills units have been added as electives</li> <li>• No licensing or certification requirements exist at the time of publication.</li> </ul>
3. Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry	<ul style="list-style-type: none"> <li>• Active engagement across industry has sought to achieve a national consensus about the advice being provided to the AISC, as described in this Case for Endorsement</li> <li>• Best use is made of cross-industry and work and participation bank units, including incorporating units from BSB Business services, FBP Food Beverages and Pharmaceuticals, FSK Foundation Skills, MEM Manufacturing and Engineering, MSM Manufacturing, MSS Sustainability, PMB Plastics, Rubber and Cable making units are incorporated as electives</li> </ul>
4. Be flexible to meet the diversity of individual and employer needs, including the capacity to adapt to changing job roles and workplaces	<ul style="list-style-type: none"> <li>• Provision of flexible qualifications that enable application in different contexts, evidenced by increased flexibility in packaging rules of qualifications</li> <li>• Provision of multiple entry and exit points, as described in the MST Companion Volume Implementation Guide, Release 3.0.</li> <li>• Pre-requisite units of competency have been reviewed and no additional prerequisites added</li> </ul>
5. Facilitate recognition of an individual's skills and knowledge and support movement between the school, vocational education	<ul style="list-style-type: none"> <li>• Provision of pathways from entry and preparatory level as appropriate to facilitate movement between schools and VET, from entry level into work, and between VET and higher education qualifications, as described in the MST Companion Volume Implementation Guide, Release 3.0.</li> </ul>



Training Package Quality Principles	Evidenced by:
and higher education sectors	
6. Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements	<ul style="list-style-type: none"> <li>• Industry advice about delivery is provided via the Companion Volume Implementation Guide Release 3.0 which is ready for publication at the same time as the Training Package.</li> <li>• Units of competency and their associated assessment requirements have been revised and updated to ensure clarity and to ensure consistent breadth and depth</li> <li>• Components comply with the TGA/National Register requirements for publication</li> <li>• Implementation advice is provided in the MST Companion Volume Implementation Guide Release 3.0 that is ready for publication at the same time as the Training Package.</li> </ul>

## G. Implementation of the COAG Industry Skills Council reforms to training packages

The decision being sought from the AISC will support the COAG Industry and Skills Council reforms to training packages. Completion of the training package development work outlined in the Case for Change, together with extensive consultation, confirms that this work supports those reforms in the following ways:

### Removal of obsolete or superfluous content

- In the area of laundry and dry cleaning, one qualification and one unit are proposed for deletion
- Four units in finishing and despatch area have been merged into one to better reflect workplace practice and reduce duplication
- More broadly, an additional four qualifications and three units from LMT07 competency proposed for deletion

### Inclusion of advice about industry's expectations of training delivery

- The MST Companion Volume Implementation Guide Release 3.0 provides advice duration of training, mode of delivery and learner characteristic.

### Support for individuals to move easily from one related occupation to another

- The MTF Textiles, Clothing and Footwear Package already supports the movement of individuals between related occupations through the use of common core units and substantial use of imported units in qualifications. Work on the draft components submitted for endorsement continues and expands this approach
- Improved qualification design has enhanced alignment with the Australian Qualifications Framework.

### Creation of units that can be owned and used by multiple industry sectors

- The MST Textiles, Clothing and Footwear Training Package already includes a range of units that are used across multiple sectors, and while not reviewed as part of this project, those units continue to be a feature of the draft qualifications.
- Two new units have been created, one which has application across multiple sectors
- Some revised units have been recoded to 'generic' to support their use across sectors

### Skill sets

- 12 new skill sets have been developed as part of this project.
- These skill sets provide multiple flexible entry points as well as highlighting key skill areas vital to industry.

## H. A copy of the full content of the proposed training package component(s)

The AISC will be provided a zip file of the developed training package components to be approved under the Case for Endorsement.

## I. Continuous Improvement

The following issues/errors from IBSA's ongoing Continuous Improvement Register have also been actioned and will be uploaded on training.gov.au as part of this review.

Qualification Code	Qualification Title	Issue	How Resolved
MST20216	Certificate II in TCF Production Operations	The packaging rules currently make no direct reference to Group E units (however do make direct reference to Group A, B, C, D, and F units). F units is incorrect and should say 'E' instead of 'F'.	Minor change to packaging rules to state " <b>at least 4 units</b> from the specialist electives list (Group A, B, C, D and/or E)"

## Appendices

### Appendix A: Comparison of Case for Change and components submitted for endorsement

Case for Change	Endorsement submission
<p>4 qualifications:</p> <ul style="list-style-type: none"> <li>• MST20416 Certificate II in Laundry Operations</li> <li>• MST30616 Certificate III in Laundry Operations</li> <li>• MST30716 Certificate III in Dry Cleaning Operations</li> <li>• LMT40810 Certificate IV in Laundry Operations and Supervision.</li> </ul>	<p>3 qualifications:</p> <ul style="list-style-type: none"> <li>• MST20419 Certificate II in Laundry Operations</li> <li>• MST30619 Certificate III in Laundry Operations</li> <li>• MST30919 Certificate III in Dry Cleaning Operations</li> </ul> <p>Industry advised that LMT40810 Certificate IV in Laundry Operations and Supervision should be deleted and that use of a broader Business Services Training Package (BSB) qualification was more appropriate.</p>
<p>108 units of competency:</p> <ul style="list-style-type: none"> <li>• 6 new units: <ul style="list-style-type: none"> <li>○ Safe handling and disposal of solvents in a laundry operation</li> <li>○ Safe handling and disposal of textiles</li> <li>○ Safe handling and disposal of trade waste</li> <li>○ Ironers and ironer safety</li> <li>○ Radio-frequency identification (RFID)</li> <li>○ Standards, compliance and codes of practice.</li> </ul> </li> <li>• 49 existing MST units</li> <li>• 53 imported units (suitability review)</li> </ul>	<p>2 new units:</p> <ul style="list-style-type: none"> <li>• For ironers and ironer safety and Radio-frequency identification (RFID)</li> <li>• In other cases, sufficient change was achieved through revision of existing units and the more explicit highlighting of skill needs through the development of skill sets.</li> </ul> <p>42 revised units including:</p> <ul style="list-style-type: none"> <li>• 4 of original 49 units which were ultimately merged into 1 to reduce duplication and overlap</li> <li>• 1 unit requiring IRC upgrade only</li> <li>• 1 unit not touched due to recent upgrade, which was considered suitable for the sector</li> <li>• 1 unit referred to Manufacturing and Engineering IRC due to technical nature of its content.</li> </ul> <p>53 imported units:</p> <ul style="list-style-type: none"> <li>• reviewed for suitability and in some cases changed (e.g. new inclusion of units from the Foundation Skills Training Package (FSK).</li> </ul> <p>See also p7 of this Case for Endorsement for specific information.</p>
<p>2 new skill sets – originally envisaged to address:</p> <ul style="list-style-type: none"> <li>• Hygiene and Infection Control</li> <li>• Safe handling and disposal of solvents, textiles and waste.</li> </ul>	<p>12 new skill sets to respond to priority areas identified by industry.</p>

## Appendix B: List of draft components for endorsement or deletion

### Qualifications for endorsement

Qualification code	Qualification title
MST20419	Certificate II in Laundry Operations
MST30619	Certificate III in Laundry Operations
MST30919	Certificate III in Dry Cleaning Operations

### Units for endorsement (with prerequisites)

Unit code	Unit title	Prerequisites
MSTCL2021	Use a sewing machine	
MSTCL2022	Provide hand sewing and finishing support	
MSTCL2023	Sew components	MSTCL2021 Use a sewing machine
MSTCL2024	Press work	
MSTCL3015	Perform garment repairs and alterations	MSTFD2006 Use a sewing machine for fashion design MSTGN2013 Identify fibres, fabrics and textiles used in the TCF industry
MSTCL3016	Press whole garments	MSTCL2024 Press work
MSTDC2010	Provide customer service in a dry cleaning or laundry enterprise	
MSTDC2011	Conduct safe handling of dry cleaning chemicals and solvents	
MSTDC2012	Identify pre-spotting requirements	
MSTDC2013	Operate dry cleaning machines	
MSTDC2014	Identify fabric and garment cleaning requirements	
MSTDC3003	Control wet cleaning operations	
MSTDC3004	Control dry cleaning finishing operations	
MSTDC3005	Perform spotting function in dry cleaning operations	
MSTDC3006	Dry clean garments with special treatment requirements	
MSTGN2015	Use RFID technology to track laundry items	
MSTGN2016	Use steaming and pressing equipment in TCF production	
MSTGN2017	Prepare, finish and package products for storage or dispatch	
MSTGN2018	Work in the TCF industry	
MSTGN2019	Work in a team environment	
MSTGN2020	Perform test or inspection to check product quality	
MSTGN2021	Select, transfer and remove materials and products	
MSTGN2022	Perform tasks to support production	
MSTGN3008	Receive and sort articles for cleaning	
MSTGN3009	Coordinate work of team or section	

Unit code	Unit title	Prerequisites
MSTGN3012	Work safely with chemicals in TCF operations	
MSTGN3013	Control production in a section of a TCF enterprise	
MSTGN3014	Organise and plan own work to achieve planned outcomes	
MSTGN3015	Supervise operations in a TCF enterprise	
MSTGN3016	Plan tasks to assist production operations	
MSTGN3017	Monitor and operate trade waste process	
MSTGN4015	Coordinate or set-up machines for product change	
MSTGN4016	Coordinate the quality system and procedures	
MSTGN5012	Participate in production planning processes	
MSTLA2011	Apply infection control policies and procedures in laundry operations	
MSTLA2012	Operate washing machines	
MSTLA2013	Repair damaged laundry items	
MSTLA2014	Inspect, fold and pack theatre linen	
MSTLA3003	Control washing operations	MSTLA2012 Operate washing machines
MSTLA3004	Control linen rewash	MSTLA2012 Operate washing machines
MSTLA3005	Control laundry finishing operations	
MSTLA3006	Control conditioning and safe drying processes	
MSTLA3007	Control batch washer operations	
MSTLA3008	Determine linen rental requirements	

### ***Components for deletion***

Qualification Code	Title
LMT11107	Certificate I in Textiles Clothing and Footwear
LMT40810	Certificate IV in Laundry Operations and Supervision
LMT40907	Certificate IV in Supply and Fitting of Pre-manufactured Medical Grade Footwear
LMT50207	Diploma of Medical Grade Footwear
LMT60207	Advanced Diploma of Medical Grade Footwear

Unit Code	Title
MSTLA2005	Operate hydro extractor
LMTMF6001A	Conduct comprehensive medical grade footwear assessments for clients with footwear-related medical conditions
LMTMF6002A	Design, evaluate and make patterns for medical grade custom-made footwear
LMTMF6003A	Research and evaluate medical grade footwear conditions, processes and products

Appendix C: Letter of support from IRC

24 September 2019

Dear Australian Industry and Skills Committee,

As the Chair of the Textiles, Clothing & Footwear Industry Reference Committee (IRC), I write on behalf of the IRC to support the endorsement of the following MST Textiles, Clothing & Footwear Training Package components:

**Laundry and Dry Cleaning Project**, as completed under the Activity Order IBSA/TPD/2018-19/002. The training package components have been updated to ensure qualifications and units meet industry requirements and reflect current industry practice and standards

A fully constituted IRC has approved the draft components for submission to the Australian Industry and Skills Committee for endorsement.

Regards



**Leon Drury**

Chair, Textiles, Clothing and Footwear IR

#### Appendix D: Technical Advisory Committee members

<b>First Name</b>	<b>Family Name</b>	<b>Organisation</b>	<b>State</b>
Jen	Allaway	Director, Aspire to Succeed Pty Ltd.	QLD
Evelyn (Jo)	Blaney-Murphy	Trainer and Assessor, Aspire to Succeed Pty Ltd.	WA
John	Condilis	Managing Director, Nobody Denim	VIC
Anthony	Kingsley	Textile Rental and Laundry Association of SA	SA
Joe	Sullivan	National Technical Manager, Spotless Laundries	VIC
Kerryn	Wollington	Director, LDCT Laundry and Dry Cleaning Training	NSW/National

### Appendix E: Other participating stakeholders

The following individuals and organisations participated in the development process. The great value of their expertise and input is gratefully acknowledged.

First Name	Family Name	Organisation	State
Rosemary	Brown	TAFE NSW	NSW
Lynda	Green	Australian Apprenticeships and Traineeships Information Service (AATIS)	National
Ray	Hayes	South Pacific Laundry	VIC
Jennifer	Hilgendorf	Department of Justice Education and Vocational Training Unit	WA
Leonie	Latimer	BSI Learning	NSW
Vicki	Lundh	Department of Employment, Small Business and Training	QLD
Michael	McGee	Department of State Growth	TAS
Rita	Morrison	Gouge Linen & Garment Service	VIC
Paul	Muenchow	Department of Training & Workforce Development	WA
Paul	Newbery	Newbery Management Services	VIC
Sam	Nicolosi	QMI Solutions	QLD
Jon	Northorpe	Spotless Laundries	VIC
Paul	Saunders	Chisholm TAFE	VIC
Grazia	Stewart	Department of Training and Workforce Development	WA
Marian	Taylor	Food, Fibre & Timber Industries Training Council (FFTITC)	WA



## Appendix F: State and territory stakeholders consulted

ORGANISATION	NAME	STATE
<b>State Training Authorities (STA)</b>		
ACT Government	Jodie Kafer	ACT
Association of Independent Schools of NSW (AISNSW)	Julie Sheridan	NSW
Catholic Education Commission NSW (CENSW)	Gerard Delany	NSW
NSW Education Standards Authority (NESA)	Catherine Tucker	NSW
NSW Department of Education	Robyn Pemberton	NSW
NSW Department of Industry	Marilyn Ng	NSW
NSW Department of Industry	Son Ly	NSW
NSW Department of Industry	Susan Bearfield	NSW
Northern Territory Government	Nelson Brown	NT
Northern Territory Government	Howard Lai	NT
Department of Education and Training	Guy Valentine	QLD
South Australia Government	Marina Borrello	SA
South Australia Government	Irina Ferouleva	SA
South Australia Government	Juliana Fitzpatrick	SA
Skills Tasmania	Michael McGee	TAS
Skills Tasmania	Bridget Hillier	TAS
Skills Tasmania	Linda Seaborn	TAS
Skills Tasmania	Stuart Hollingsworth	TAS
Department of Justice (WA)	Jennifer Hilgendorf	WA
Department of Training and Workforce Development	Grazia Stewart	WA
Department of Training and Workforce Development	Lucinda Pita	WA
Department of Training and Workforce Development	Fiona Preston	WA

Department of Training and Workforce Development	Carina Uehr	WA
<b>Industry Training Advisory Bodies (ITAB)</b>		
Forestworks Industry Training Advisory Bodies	Tim Cleary	NSW
Food Fibre and Timber Industry Training Advisory Council (FFTITAC)	Marion Taylor	WA
Logistics Training Council	Jillian Dielesen	WA
UEEA Training Council Inc (UEEA)	Jason Cullen	WA
Queensland Manufacturing Industry Solutions (QMI)	Sam Nicolosi	QLD
Manufacturing Skills Australia (MSA)	Leon Drury	NSW
Industry Skills Advisory Council Northern Territory (ISACNT)	Terry Lawler	NT
Industry Skills Advisory Council Northern Territory (ISACNT)	Claire Monks	NT
<b>Curriculum Maintenance Managers</b>		
Box Hill Institute	Dennis Crowley	VIC
Chisholm Institute	Paul Saunders	VIC
Holmesglen Institute	Teresa Signorello	VIC

## Appendix G: Credit arrangements

Credit Arrangements for MST Textiles, Clothing & Footwear Training Package Release 3.0		
Qualification Code	Qualification Title	Credit Arrangement Details
MST20419	Certificate II in Laundry Operations	At the time of endorsement of this training package, no national credit arrangements exist.
MST30619	Certificate III in Laundry Operations	At the time of endorsement of this training package, no national credit arrangements exist.
MST30919	MST30716 Certificate III in Dry Cleaning Operations	At the time of endorsement of this training package, no national credit arrangements exist.
Links	Training Package Companion Volumes are available at: <a href="https://vetnet.education.gov.au">https://vetnet.education.gov.au</a>	

## Section 1 – Cover page

Information required	Detail
Training Package title and code	MST Textiles, Clothing and Footwear Training Package Release 3.0
Number of new qualifications and their titles <sup>1</sup>	Nil - there are no new qualifications associated with MST Release 3.0.
Number of revised qualifications and their titles	<p>Three revised qualifications:</p> <ul style="list-style-type: none"> <li>• MST20419 Certificate II in Laundry Operations</li> <li>• MST30619 Certificate III in Laundry Operations</li> <li>• MST30919 Certificate III in Dry Cleaning Operations</li> </ul> <p>Note: 12 new skill sets (non-endorsed components) are also included in the Case for Endorsement (CfE).</p>
Number of new units of competency and their titles	<p>Two new units of competency:</p> <ul style="list-style-type: none"> <li>• MSTGN2015 Use RFID technology to track laundry items</li> <li>• MSTLA3005 Control laundry finishing operations</li> </ul>
Number of revised units of competency and their titles	42 revised units of competency – see Attachment 1.
<p>Confirmation that the panel member is independent of:</p> <ul style="list-style-type: none"> <li>• the Training Package or Training Package components review ('Yes' or 'No')</li> <li>• development and/or validation activities associated with the Case for Endorsement ('Yes' or 'No')</li> <li>• undertaking the Equity and/or Editorial Reports for the training package products that are the subject of this quality report ('Yes' or 'No')</li> </ul>	<p>Yes - I confirm that I am independent of:</p> <ul style="list-style-type: none"> <li>• the Training Package or Training Package components review</li> <li>• development and/or validation activities associated with the Case for Endorsement</li> </ul> <p>No - I have not undertaken the Equity and/or Editorial Reports for the MST Textiles, Clothing and Footwear Training Package products covered in this quality report.</p>

<sup>1</sup> When the number of training products is high the *titles can be presented as an attached list.*

Information required	Detail
Confirmation of the Training Packages or components thereof being compliant with the <i>Standards for Training Packages 2012</i>	Yes - the components submitted as part of the Laundry and Dry Cleaning Operations project within the <i>MST Textiles, Clothing and Footwear Training Package, Release 3.0</i> reviewed in this report are compliant with the <i>Standards for Training Packages 2012</i>
Confirmation of the Training Packages or components thereof being compliant with the <i>Training Package Products Policy</i>	Yes - the components submitted as part of the Laundry and Dry Cleaning Operations project within the <i>MST Textiles, Clothing and Footwear Training Package, Release 3.0</i> reviewed in this report are compliant with the <i>Training Package Products Policy</i>
Confirmation of the Training Packages or components thereof being compliant with the <i>Training Package Development and Endorsement Process Policy</i>	Yes - the components submitted as part of the Laundry and Dry Cleaning Operations project within the <i>MST Textiles, Clothing and Footwear Training Package, Release 3.0</i> reviewed in this report are compliant with the <i>Training Package Development and Endorsement Process Policy</i>
<p>Panel member's view about whether:</p> <ul style="list-style-type: none"> <li>• the evidence of consultation and validation process being fit for purpose and commensurate with the scope</li> <li>• estimated impact of the proposed changes is sufficient and convincing</li> </ul>	Yes - IBSA Manufacturing on behalf of the <i>Textiles, Clothing and Footwear Industry Reference Committee (IRC)</i> has undertaken industry consultation and validation commensurate for the sectors and review of three qualifications, two new units and revisions to 42 existing units.
Name of panel member completing Quality Report	Sue Hamilton Focus on Skills Pty Ltd
Date of completion of the Quality Report	12 September 2019

## Section 2 – Compliance with the Standards for Training Packages 2012

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 1</p> <p>Training Packages consist of the following:</p> <ol style="list-style-type: none"> <li>1. AISC endorsed components: <ul style="list-style-type: none"> <li>• qualifications</li> <li>• units of competency</li> <li>• assessment requirements (associated with each unit of competency)</li> <li>• credit arrangements</li> </ul> </li> <li>2. One or more quality assured companion volumes</li> </ol>	<p>Yes</p>	<p>The MST Textiles, Clothing and Footwear Training Package Release 3.0 meets Standard 1. The components addressing laundry and dry cleaning operations submitted for review include:</p> <ul style="list-style-type: none"> <li>• 3 revised qualifications</li> <li>• 2 new units of competency</li> <li>• 42 revised units of competency (and associated assessment requirements)</li> <li>• 1 quality assured and updated companion volume - MST Textiles, Clothing and Footwear Companion Volume Implementation Guide – Release 3.0 (MST CVIG)</li> </ul> <p>12 new skill sets were also submitted for review but do not need formal endorsement.</p> <p>The MST CVIG states that there are no credit arrangements with Higher Education. Pathways between VET and higher education qualifications are not relevant to the laundry and dry cleaning components included in MST Release 3.0.</p>

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 2</p> <p>Training Package developers comply with the <i>Training Package Products Policy</i></p>	<p>Yes</p>	<p>The revised qualifications include:</p> <ul style="list-style-type: none"> <li>• code changes for the revised units submitted for endorsement</li> <li>• more flexible packaging rules</li> <li>• strengthened AQF alignment</li> <li>• deletion of some elective units</li> <li>• addition of new units as electives in the two laundry operations qualifications.</li> </ul> <p>There are no entry requirements for the three revised qualifications.</p> <p>The 44 new and revised units are coded appropriately and meet the template requirements. The mapping information clearly outlines their equivalence status and the mapping tables in the MST CVIG provide more detail related to the changes for each unit. Eight units are identified as 'not equivalent' reflecting more significant updates made.</p> <p>There are no new prerequisites added to units.</p> <p>Foundation skills are explicit and recognisable within the units in both the performance criteria and the foundation skills field of the units.</p> <p>Two units from the FSK Foundation Skills Training Package have been added to the qualifications.</p>

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 3</p> <p>Training Package developers comply with the AISC Training Package Development and Endorsement Process Policy</p>	<p>Yes</p>	<p>The CfE provides detailed information about the industry engagement and consultation undertaken to develop and review the laundry and dry cleaning components, including:</p> <ul style="list-style-type: none"> <li>• formation of a Technical Advisory Committee</li> <li>• access to subject matter experts for technical advice</li> <li>• ongoing communications via the IBSA Manufacturing website and other channels.</li> </ul> <p>Feedback and issues relating to both drafts 1 and 2 are documented in a feedback register and key issues addressed in the project summarised in the CfE (p7-9). The feedback register was examined as part of this review.</p> <p>The process followed indicates that open and inclusive consultation and validation commensurate with scope and impact of the components has been undertaken.</p>
<p>Standard 4</p> <p>Units of competency specify the standards of performance required in the workplace</p>	<p>Yes</p>	<p>The units of competency reviewed specify the standard of performance required in the workplace and meet Standard 4.</p> <p>Most units now contain more explicit references to compliance standards (Australian/New Zealand Standard) as required in the Activity Order and a reduced duplication of content to avoid repetition.</p>
<p>Standard 5</p> <p>The structure of units of competency complies with the unit of competency template</p>	<p>Yes</p>	<p>The structure of the two new and 42 revised units complies with the unit of competency template.</p> <p>The Range of Conditions field was removed from the revised units of competency as most content did not meet the requirement for the field. Relevant information was addressed in other fields.</p>



Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 6</p> <p>Assessment requirements specify the evidence and required conditions for assessment</p>	Yes	<p>The Assessment Requirements specify the performance evidence and knowledge evidence required for each unit and the required conditions for assessment. They are clearly written and have consistent breadth and depth.</p>
<p>Standard 7</p> <p>Every unit of competency has associated assessment requirements. The structure of assessment requirements complies with the assessment requirements template</p>	Yes	<p>All 44 units of competency include assessment requirements specifying:</p> <ul style="list-style-type: none"> <li>• performance evidence, including references to volume and frequency</li> <li>• knowledge evidence, and</li> <li>• required conditions for assessment.</li> </ul> <p>The Performance Evidence is expressed succinctly and clearly and is specific to the unit with a focus on volume and frequency. The Assessment Conditions were streamlined in the review of the existing units.</p>
<p>Standard 8</p> <p>Qualifications comply with the Australian Qualifications Framework specification for that qualification type</p>	Yes	<p>The CfE (p9, 10) states that the revisions to the units and the packaging rules have strengthened the alignment of the qualifications to the appropriate Australian Qualifications Framework (AQF) level.</p> <p>The MST CVIG (p41 - 48) provides information about the AQF level and occupational outcomes for each qualification.</p>
<p>Standard 9</p> <p>The structure of the information for the Australian Qualifications Framework qualification complies with the qualification template</p>	Yes	<p>The three revised qualifications comply with the qualification template.</p>

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
<p>Standard 10</p> <p>Credit arrangements existing between Training Package qualifications and Higher Education qualifications are listed in a format that complies with the credit arrangements template</p>	Yes	<p>The three MST qualifications reviewed in this submission lead to higher level qualifications. The MST CVIG (p 42) provides a qualifications pathway chart and supporting text.</p> <p>Pathways between VET and higher education qualifications are not relevant to the content being proposed for MST Release 3.0.</p>
<p>Standard 11</p> <p>A quality assured companion volume implementation guide produced by the Training Package developer is available at the time of endorsement and complies with the companion volume implementation guide template.</p>	Yes	<p>The training package components in this submission are accompanied by an updated CVIG:</p> <ul style="list-style-type: none"> <li>• MST Textiles, Clothing and Footwear Companion Volume Implementation Guide – Release 3.0</li> </ul> <p>The MST CVIG complies with the companion volume implementation guide template included in the 2012 Standards and has been quality assured in line with IBSA Manufacturing's processes.</p>
<p>Standard 12</p> <p>Training Package developers produce other quality assured companion volumes to meet the needs of their stakeholders as required.</p>	NA	<p>There are no additional companion volumes to support the MST Training Package.</p>

### Section 3 – Compliance with the training package quality principles

Note: not all training package quality principles might be applicable to every training package or its components. Please provide a supporting statement/evidence of compliance or non-compliance against each principle.

#### Quality principle 1. Reflect identified workforce outcomes

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance/non compliance with the quality principle  Please see examples of evidence in the Training Package Development and Endorsement Process Policy
Driven by industry's needs	Yes	<p>The CfE (p4-6) clearly outlines the requirements of the Activity Order and the final work completed and submitted for endorsement. This includes:</p> <ul style="list-style-type: none"> <li>• development of two new units of competency to address changes to technology and industry practices</li> <li>• revision of 42 units of competency to ensure currency, compliance with standards, improved safety and infection control, increased automation and stakeholder feedback</li> <li>• development of 12 new skill sets to address industry's need to be able to access more targeted training and to provide recognition of skills acquisition in smaller chunks.</li> </ul> <p>Detailed information is provided in the CfE (p6-10), outlining the issues covered in the consultation and validation process. A review of this information, supported by an industry feedback register, indicates that stakeholder feedback and requirements have been responded to and addressed to reflect industry needs.</p>
<p>Compliant and responds to government policy initiatives</p> <ul style="list-style-type: none"> <li>• Training package component responds to the COAG Industry and Skills Council's (CISC) training package-related initiatives or directions, in particular the 2015 training package reforms. Please specify which of the following CISC reforms are relevant to the training product and identify supporting evidence:</li> </ul>	Yes	<p>The CfE (p13-14) provides evidence that the MST Training Package is compliant and responds to government policy initiatives. The work undertaken for the Laundry and Dry Cleaning Operations project has:</p> <ul style="list-style-type: none"> <li>• removed one qualification and one unit considered as obsolete and no longer meeting industry needs</li> <li>• combined four units with duplicated content in the finishing and despatch area to reflect work outcomes</li> <li>• supported the movement of individuals between related occupations using common core units and substantial use of imported units in qualifications</li> <li>• improved the efficiency of the training system through the updating or development of units of competency that can be used in multiple sectors including:</li> </ul>

<ul style="list-style-type: none"> <li>• ensure obsolete and superfluous qualifications are removed from the system</li> <li>• ensure that more information about industry's expectations of training delivery is available to training providers to improve their delivery and to consumers to enable more informed course choices</li> <li>• ensure that the training system better supports individuals to move easily from one related occupation to another</li> <li>• improve the efficiency of the training system by creating units that can be owned and used by multiple industry sectors</li> <li>• foster greater recognition of skill sets</li> </ul>		<ul style="list-style-type: none"> <li>○ creating a new unit which has application across multiple sectors</li> <li>○ revising and recoding some units to 'generic' to support their use across sectors</li> <li>• included information in the MST CVIG Release 3.0 about industry's expectations for training delivery.</li> <li>• developed 12 new skill sets providing multiple flexible entry points and highlighting key skill areas vital to industry.</li> </ul> <p>Note: this submission lists four MST qualifications and three units outside of the laundry and dry cleaning project that are proposed for deletion.</p>
<p>Reflect contemporary work organisation and job profiles incorporating a future orientation</p>	<p>Yes</p>	<p>The CfE provides evidence that consultation and validation commensurate with the scope and impact of the sector has been conducted to ensure components reflect contemporary work organisation and job roles for laundry and dry cleaning operations. The units have been reviewed to ensure compliance with Australian and New Zealand standards and the use of new and emerging technologies.</p>

**Quality principle 2: Support portability of skills and competencies including reflecting licensing and regulatory requirements**

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle  Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Support movement of skills within and across organisations and sectors	Yes	A review of the qualification packaging rules and pathways information provided in the MST CVIG for the updated qualifications indicates support for movement within and across organisations and sectors.  The 12 skill sets developed respond to industry needs and allow flexible entry points across the two sectors.
Promote national and international portability	Yes	The CfE states that national and international standards for skills (in particular the Australian/New Zealand Standard™ AS/NZS 4146:2000 Laundry practice) were considered in the revision of units, and several BSB Business Services units and FSK Foundation Skills units have been added as electives to the revised qualifications.
Reflect regulatory requirements and licensing	Yes	No licensing or certification requirements apply to the units or qualifications included in this submission.

**Quality principle 3: Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry**

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Reflect national consensus	Yes	<p>The CfE outlines the national consultation and validation processes which involved an industry survey, public consultation via the IBSA Manufacturing website, workshops and webinars as well as the establishment of Technical Advisory Committee. The project alerted more than 730 stakeholders to the availability of the draft content for review and to the opportunity to provide input and feedback. The stakeholders involved with the project are listed in Appendices D-F.</p> <p>The issues register for drafts 1 and 2 indicate that IBSA Manufacturing has sought to achieve national consensus. There are no reports by exception listed and a letter of support from the Chair of the <i>Textiles, Clothing and Footwear IRC</i> is included in the submission.</p>
Recognise convergence and connectivity of skills	Yes	<p>The MST qualifications include units imported from seven Training Packages. Best use is made of cross-industry and work and participation bank units, including the incorporation of units from:</p> <ul style="list-style-type: none"> <li>• BSB Business services</li> <li>• FBP Food Beverages and Pharmaceuticals</li> <li>• FSK Foundation Skills</li> <li>• MEM Manufacturing and Engineering</li> <li>• MSM Manufacturing</li> <li>• MSS Sustainability</li> <li>• PMB Plastics, Rubber and Cablemaking.</li> </ul>

**Quality principle 4: Be flexible to meet the diversity of individual and employer needs including the capacity to adapt to changing job roles and workplaces**

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the Training Package Development and Endorsement Process Policy
Meet the diversity of individual and employer needs	Yes	<p>The increased flexibility in the packaging rules and addition of new and imported units to the three revised laundry and dry cleaning qualifications offers more choice for individuals and employers, and the ability to tailor the qualifications to meet different needs.</p> <p>The Equity Report highlights that many units support application in multiple contexts. This has been achieved by using broader terminology where possible to describe work functions (e.g. use of the term ‘article’ rather than garment) and the revision and recoding of some units to a ‘generic’ category.</p> <p>The changes to the Assessment Requirements of the revised units ensure the units are applicable to a wide range of organisations and industry sectors. The Assessment Conditions specify that assessment must take place in a workplace or in a simulated environment that reflects workplace conditions and contingencies. This allows for assessment to occur in a range of different contexts.</p> <p>Foundation skills have been strengthened to meet the demands of workers from culturally and linguistically diverse backgrounds. The Equity Report states that foundation skills are explicit and recognisable in units of competency and additional tailored information has been added to the Foundations Skills field in the revised units. Two units from FSK Foundation Skills Training Package have also been added as electives in relevant qualifications.</p>

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the Training Package Development and Endorsement Process Policy
Support equitable access and progression of learners	Yes	<p>The new and revised units of competency, the updated qualifications and creation of new skill sets providing multiple entry and exit points support equitable access and progression of learners.</p> <p>There are no entry requirements specified for the qualifications.</p> <p>A small number of revised units include prerequisites, but no new prerequisites have been introduced. The Equity Report states that existing prerequisites are considered appropriate.</p>



**Quality principle 5: Facilitate recognition of an individual’s skills and knowledge and support movement between the school, vocational education and higher education sectors**

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the Training Package Development and Endorsement Process Policy
Support learner transition between education sectors	Yes	<p>The MST CVIG, Release 3.0 (p 39 -40). provides pathways information between qualifications. There are various options for the recognition of skills between MST qualifications. This includes recognition of both generic and technical skills across qualifications. Common skills are reflected in generic units that appear across qualifications.</p> <p>The Equity Report states that the 12 new skill sets, with several targeting basic entry level skills, provide pathways into the revised laundry and dry cleaning qualifications.</p>

**Quality principle 6: Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements**

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i>
Support implementation across a range of settings	Yes	<p>Industry advice about implementation is provided in the MST CVIG Release 3.0. It provides:</p> <ul style="list-style-type: none"> <li>• detailed advice on occupational pathways, choosing qualifications, entry requirements and pathways (p39-40)</li> <li>• basic advice on training delivery and conducting assessments (p51-53).</li> </ul>
Support sound assessment practice	Yes	<p>Units of competency and their associated assessment requirements are clearly written. The performance evidence requirements are succinct and reflect reasonable volume/frequency of realistic, holistic workplace processes and/or products applicable across a range of contexts.</p>
Support implementation	Yes	<p>The CfE and the Editorial Report state that the units of competency, skill sets and updated qualifications are ready for publication on TGA/National Register. The MST Companion Volume Implementation Guide is also ready for publication.</p>

## Attachment 1

### 1.1 Training package components for endorsement - Revised units of competency and associated assessment requirements

Unit Code	Unit Title
MSTCL2021	Use a sewing machine
MSTCL2022	Provide hand sewing and finishing support
MSTCL2023	Sew components
MSTCL2024	Press work
MSTCL3015	Perform garment repairs and alterations
MSTCL3016	Press whole garments
MSTDC2010	Provide customer service in a dry cleaning or laundry enterprise
MSTDC2011	Conduct safe handling of dry cleaning chemicals and solvents
MSTDC2012	Identify pre-spotting requirements
MSTDC2013	Operate dry cleaning machines
MSTDC2014	Identify fabric and garment cleaning requirements
MSTDC3003	Control wet cleaning operations
MSTDC3004	Control dry cleaning finishing operations
MSTDC3005	Perform spotting function in dry cleaning operations
MSTDC3006	Dry clean garments with special treatment requirements
MSTGN2015	Use RFID technology to track laundry items
MSTGN2016	Use steaming and pressing equipment in TCF production
MSTGN2017	Prepare, finish and package products for storage or dispatch
MSTGN2018	Work in the TCF industry
MSTGN2019	Work in a team environment
MSTGN2020	Perform test or inspection to check product quality

Unit Code	Unit Title
MSTGN2021	Select, transfer and remove materials and products
MSTGN2022	Perform tasks to support production
MSTGN3008	Receive and sort articles for cleaning
MSTGN3009	Coordinate work of team or section
MSTGN3012	Work safely with chemicals in TCF operations
MSTGN3013	Control production in a section of a TCF enterprise
MSTGN3014	Organise and plan own work to achieve planned outcomes
MSTGN3015	Supervise operations in a TCF enterprise
MSTGN3016	Plan tasks to assist production operations
MSTGN3017	Monitor and operate trade waste process
MSTGN4015	Coordinate or set-up machines for product change
MSTGN4016	Coordinate the quality system and procedures
MSTGN5012	Participate in production planning processes
MSTLA2011	Apply infection control policies and procedures in laundry operations
MSTLA2012	Operate washing machines
MSTLA2013	Repair damaged laundry items
MSTLA2014	Inspect, fold and pack theatre linen
MSTLA3003	Control washing operations
MSTLA3004	Control linen rewash
MSTLA3005	Control laundry finishing operations
MSTLA3006	Control conditioning and safe drying processes
MSTLA3007	Control batch washer operations
MSTLA3008	Determine linen rental requirements

## 1.2 Skill Sets (non-endorsable components)

The following Skill Sets have been added to the MST Training package:

Skill Set Code	Skill Set Title
MSTSS00003	Introduction to Laundry Operations Skill Set
MSTSS00004	Introduction to Laundry or Dry Cleaning Industry Skill Set
MSTSS00005	Control Hygiene in Laundry Operations Skill Set
MSTSS00006	Sustainable Practices in Laundry Operations Skill Set
MSTSS00007	Sustainable Practices in Dry Cleaning Operations Skill Set
MSTSS00008	Use Technology in TCF Operations Skill Set
MSTSS00009	Dispose of Waste Products in TCF Operations
MSTSS00010	Supervise Work TCF Operations Skill Set
MSTSS00011	Ironer Safety Skill Set
MSTSS00012	Spotting Skill Set
MSTSS00013	Customer service in Laundry or Dry Cleaning Operations Skill Set
MSTSS00014	Manage Technology in TCF Operations Skill Set