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SELF-ASSESSMENT GUIDE

Qualification	BAMBOO PROCESSING (ENGINEERED BAMBOO) NC II
Units of Competency Covered	<ul style="list-style-type: none"> • Perform basic bamboo processing • Carry out treatment of semi-processed bamboo materials • Perform kiln drying • Perform milling operation • Laminate bamboo materials • Produce engineered bamboo • Perform finishing

Instruction:

- Read each question and check the appropriate column to indicate your answer.

Can I?	YES	NO
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PERFORM BASIC BAMBOO PROCESSING

<ul style="list-style-type: none"> • Identify basic bamboo processes to be undertaken according to work requirement * 		
<ul style="list-style-type: none"> • Prepare tools, machines and/or equipment according to work specifications/requirements * 		
<ul style="list-style-type: none"> • Select and cut bamboo (from stock piles) according to specified length * 		
<ul style="list-style-type: none"> • Handle tools and/or operate equipment according to basic bamboo processes * 		
<ul style="list-style-type: none"> • Produce semi-processed bamboo materials (specifically slats, slivers, crushed bamboo) based on work specifications/requirements * 		
<ul style="list-style-type: none"> • Weave bamboo sliver according to desired weaving pattern and specifications * 		
<ul style="list-style-type: none"> • Gather and prepare semi-processed bamboo materials for treatment according to industry practice * 		

CARRY OUT TREATMENT OF SEMI-PROCESSED BAMBOO MATERIALS

<ul style="list-style-type: none"> • Classify different semi-processed bamboo materials 		
<ul style="list-style-type: none"> • Identify appropriate treatment methods according to type and quantity of semi-processed bamboo materials * 		
<ul style="list-style-type: none"> • Prepare tools, equipment and supplies (including preservatives) according to work requirements and treatment methods * 		
<ul style="list-style-type: none"> • Determine appropriate amount of preservative in accordance with dilution ratio * 		
<ul style="list-style-type: none"> • Prepare semi-processed bamboo materials according to appropriate treatment application * 		
<ul style="list-style-type: none"> • Demonstrate treatment of semi-processed bamboo materials * 		
<ul style="list-style-type: none"> • Demonstrate air drying of treated semi-processed bamboo materials according industry practice * 		

• Store dried treated semi-processed bamboo slats following standard procedures *		
PERFORM KILN DRYING		
• Segregate semi-processed bamboo materials according to dimensions and types *		
• Plan drying process (type of bamboo materials, piling, measures initial moisture content, temperature of kiln dryer, location of sample, no. of days for drying) and schedule *		
• Demonstrate cleaning and checking of drying equipment (chamber, furnace, flow pipe) and accessories *		
• Demonstrate selection and sampling of semi-processed bamboo materials *		
• Demonstrate measuring of its initial moisture content and placing in proper location *		
• Demonstrate proper loading of semi-processed bamboo materials in drying chamber *		
• Discuss how baffles and blankets should be positioned in order to ensure uniform distribution of air flow *		
• Demonstrate how to start operating a furnace kiln dryer *		
• Discuss the procedure of monitoring moisture content and adjustment of kiln control setting based on monitoring result *		
• Unload bamboo materials from the chamber following workplace procedures		
• Identify good (free of cracks, free of defects) bamboo materials and demonstrate its piling and storing *		
• Clean and inspect kiln drying equipment and accessories following workplace procedures *		
PERFORM MILLING OPERATION		
• Prepare bamboo materials, tools and equipment for milling operation *		
• Set-up machine by adjusting blade/s, checking blade's condition and machine mechanisms; and performs sample/test-cut *		
• Mill bamboo materials using appropriate machine and according to job specifications (ex. specified dimensions) *		
LAMINATE BAMBOO MATERIALS		
• Select and sort bamboo slats based on shade, thickness and product specifications *		
• Prepare tools, laminating jigs, supplies, machines and laminating equipment according to work specification *		
• Adjust pressing mechanism of laminating equipment according to product specifications and manufacturer's manual *		
• Load glue and adjust glue spreader to ensure uniformity of glue application *		
• Arrange bamboo materials according to standard operating procedures in preparation for glue application *		

• Spread glue on bamboo materials evenly and completely, following standard operating procedures *		
• Place jig loaded with arranged glued bamboo materials in laminating machine *		
• Operate laminating machine according to operations manual *		
• Check alignment of bamboo materials and apply corrective measures or adjustments, if necessary *		
• Monitor proper operation by checking parameters such as setting time, pressure and temperature *		
• Unload jigs from laminating machine		
• Discuss the importance of curing of laminated bamboo materials according to standard operating procedures		
• Identify good and defective bamboo planks		
• Identify appropriate recovery measures to defective planks		

PRODUCE ENGINEERED BAMBOO

• Verify job requirement based on drawing with product specifications *		
• Prepare materials, supplies, tools (cutting, measuring, tightening tools) machines and equipment according to product specification *		
• Prepare jigs by cleaning and setting-up		
• Mill bamboo planks and shape its components based on job specifications*		
• Prepare and profile workpiece according to specifications and using appropriate profile blades/cutter *		
• Lay-out location of joineries based on product design *		
• Make joineries using appropriate machine/tools based on product designs/job requirements *		
• Check fitness/measurements of joints and conformity of components to product specifications *		
• Assemble components using appropriate materials *		
• Check quality of end-products based on product specifications and apply corrective measures, if necessary *		

PERFORM FINISHING

• Identify type of finish needed based on job requirement *		
• Prepare finishing materials, supplies, tools, machines and equipment according to work requirement *		
• Perform surface preparations (removing contaminants, defects identification and rectification, sanding) by using appropriate tools/equipment *		
• Determine required proportion of mixing finishing materials following product specifications *		
• Apply finishing materials according to job requirement *		
• Perform final check on quality of end-product if according to job requirement and apply corrective measures, if necessary *		

• Practice good housekeeping following principles of 5S principles		
PERFORM POST-ACTIVITIES		
• Segregate materials for re-use, recycling and disposal following workplace procedures		
• Clean and store tools/supplies/equipment/machine and work area following workplace procedures *		
• Identify unserviceable tools and equipment, if any *		
• Record output (number of produced semi-processed bamboo materials)*		
• Practice works safety and health measures when performing tasks *		
I agree to undertake assessment with the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.		
Candidate's Name and Signature	Date	

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SELF-ASSESSMENT GUIDE

Qualification	BAMBOO PROCESSING (ENGINEERED BAMBOO) NC II	
Certificate of Competency (COC 1)	Perform Basic Bamboo Processing	
Instruction:	<ul style="list-style-type: none"> • Read each question and check the appropriate column to indicate your answer. 	
Can I?	YES	NO
PERFORM BASIC BAMBOO PROCESSING		
• Identify basic bamboo processes to be undertaken according to work requirement *		
• Prepare tools, machines and/or equipment according to work specifications/requirements *		
• Select and cut bamboo (from stock piles) according to specified length *		
• Handle tools and/or operate equipment according to basic bamboo processes *		
• Produce semi-processed bamboo materials (specifically slats, slivers, crushed bamboo) based on work specifications/requirements *		
• Weave bamboo sliver according to desired weaving pattern and specifications *		
• Gather and prepare semi-processed bamboo materials for treatment according to industry practice *		
PERFORM POST-ACTIVITIES		
• Segregate materials for re-use, recycling and disposal following workplace procedures		
• Clean and store tools/supplies/equipment/machine and work area following workplace procedures *		
• Identify unserviceable tools and equipment, if any *		
• Record output (number of produced semi-processed bamboo materials)*		
• Practice works safety and health measures when performing tasks *		
I agree to undertake assessment with the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.		
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SELF-ASSESSMENT GUIDE

Qualification	BAMBOO PROCESSING (ENGINEERED BAMBOO) NC II		
Certificate of Competency (COC 2)	Carry Out Treatment Of Semi-Processed Bamboo Materials		
Instruction:	<ul style="list-style-type: none"> • Read each question and check the appropriate column to indicate your answer. 		
Can I?	YES	NO	
CARRY OUT TREATMENT OF SEMI-PROCESSED BAMBOO MATERIALS			
<ul style="list-style-type: none"> • Classify different semi-processed bamboo materials • Identify appropriate treatment methods according to type and quantity of semi-processed bamboo materials * • Prepare tools, equipment and supplies (including preservatives) according to work requirements and treatment methods * • Determine appropriate amount of preservative in accordance with dilution ratio * • Prepare semi-processed bamboo materials according to appropriate treatment application * • Demonstrate treatment of semi-processed bamboo materials * • Demonstrate air drying of treated semi-processed bamboo materials according industry practice * • Store dried treated semi-processed bamboo slats following standard procedures * 			
PERFORM POST-ACTIVITIES			
<ul style="list-style-type: none"> • Segregate materials for re-use, recycling and disposal following workplace procedures • Clean and store tools/supplies/equipment/machine and work area following workplace procedures * • Identify unserviceable tools and equipment, if any * • Record output (number of produced semi-processed bamboo materials)* • Practice works safety and health measures when performing tasks * 			
I agree to undertake assessment with the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.			
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SELF-ASSESSMENT GUIDE

Qualification	BAMBOO PROCESSING (ENGINEERED BAMBOO) NC II			
Certificate of Competency (COC 3)	Perform Kiln Drying			
Instruction:				
<ul style="list-style-type: none"> • Read each question and check the appropriate column to indicate your answer. 				
Can I?	YES	NO		
PERFORM KILN DRYING				
• Segregate semi-processed bamboo materials according to dimensions and types *				
• Plan drying process (type of bamboo materials, piling, measures initial moisture content, temperature of kiln dryer, location of sample, no. of days for drying) and schedule *				
• Demonstrate cleaning and checking of drying equipment (chamber, furnace, flow pipe) and accessories *				
• Demonstrate selection and sampling of semi-processed bamboo materials *				
• Demonstrate measuring of its initial moisture content and placing in proper location *				
• Demonstrate proper loading of semi-processed bamboo materials in drying chamber *				
• Discuss how baffles and blankets should be positioned in order to ensure uniform distribution of air flow *				
• Demonstrate how to start operating a furnace kiln dryer *				
• Discuss the procedure of monitoring moisture content and adjustment of kiln control setting based on monitoring result *				
• Unload bamboo materials from the chamber following workplace procedures				
• Identify good (free of cracks, free of defects) bamboo materials and demonstrate its piling and storing *				
• Clean and inspect kiln drying equipment and accessories following workplace procedures *				
PERFORM POST-ACTIVITIES				
• Segregate materials for re-use, recycling and disposal following workplace procedures				
• Clean and store tools/supplies/equipment/machine and work area following workplace procedures *				
• Identify unserviceable tools and equipment, if any *				
• Record output (number of produced semi-processed bamboo materials)*				

• Practice works safety and health measures when performing tasks *		
I agree to undertake assessment with the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.		
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SELF-ASSESSMENT GUIDE

Qualification	BAMBOO PROCESSING (ENGINEERED BAMBOO) NC II		
Certificate of Competency (COC 4)	Perform Milling And Produce Engineered Bamboo		
Units of Competency Covered	<ul style="list-style-type: none"> • Perform milling operation • Produce engineered bamboo 		

Instruction:

- Read each question and check the appropriate column to indicate your answer.

Can I?	YES	NO
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PERFORM MILLING OPERATION

<ul style="list-style-type: none"> • Prepare bamboo materials, tools and equipment for milling operation * • Set-up machine by adjusting blade/s, checking blade's condition and machine mechanisms; and performs sample/test-cut * • Mill bamboo materials using appropriate machine and according to job specifications (ex. specified dimensions) * 		
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PRODUCE ENGINEERED BAMBOO

<ul style="list-style-type: none"> • Verify job requirement based on drawing with product specifications * • Prepare materials, supplies, tools (cutting, measuring, tightening tools) machines and equipment according to product specification * • Prepare jigs by cleaning and setting-up • Mill bamboo planks and shape its components based on job specifications* • Prepare and profile workpiece according to specifications and using appropriate profile blades/cutter * • Lay-out location of joineries based on product design * • Make joineries using appropriate machine/tools based on product designs/job requirements * • Check fitness/measurements of joints and conformity of components to product specifications * • Assemble components using appropriate materials * • Check quality of end-products based on product specifications and apply corrective measures, if necessary * 		
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PERFORM POST-ACTIVITIES

<ul style="list-style-type: none"> • Segregate materials for re-use, recycling and disposal following workplace procedures • Clean and store tools/supplies/equipment/machine and work area following workplace procedures * • Identify unserviceable tools and equipment, if any * 		
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• Record output (number of produced semi-processed bamboo materials)*		
• Practice works safety and health measures when performing tasks *		
I agree to undertake assessment with the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.		
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SELF-ASSESSMENT GUIDE

Qualification	BAMBOO PROCESSING (ENGINEERED BAMBOO) NC II	
Certificate of Competency (COC 5)	Laminate Bamboo Materials	
Instruction:		
	<ul style="list-style-type: none"> • Read each question and check the appropriate column to indicate your answer. 	
Can I?	YES	NO
LAMINATE BAMBOO MATERIALS		
<ul style="list-style-type: none"> • Select and sort bamboo slats based on shade, thickness and product specifications * 		
<ul style="list-style-type: none"> • Prepare tools, laminating jigs, supplies, machines and laminating equipment according to work specification * 		
<ul style="list-style-type: none"> • Adjust pressing mechanism of laminating equipment according to product specifications and manufacturer's manual * 		
<ul style="list-style-type: none"> • Load glue and adjust glue spreader to ensure uniformity of glue application * 		
<ul style="list-style-type: none"> • Arrange bamboo materials according to standard operating procedures in preparation for glue application * 		
<ul style="list-style-type: none"> • Spread glue on bamboo materials evenly and completely, following standard operating procedures * 		
<ul style="list-style-type: none"> • Place jig loaded with arranged glued bamboo materials in laminating machine * 		
<ul style="list-style-type: none"> • Operate laminating machine according to operations manual * 		
<ul style="list-style-type: none"> • Check alignment of bamboo materials and apply corrective measures or adjustments, if necessary * 		
<ul style="list-style-type: none"> • Monitor proper operation by checking parameters such as setting time, pressure and temperature * 		
<ul style="list-style-type: none"> • Unload jigs from laminating machine 		
<ul style="list-style-type: none"> • Discuss the importance of curing of laminated bamboo materials according to standard operating procedures 		
<ul style="list-style-type: none"> • Identify good and defective bamboo planks 		
<ul style="list-style-type: none"> • Identify appropriate recovery measures to defective planks 		
PRODUCE ENGINEERED BAMBOO		
<ul style="list-style-type: none"> • Verify job requirement based on drawing with product specifications * 		
<ul style="list-style-type: none"> • Prepare materials, supplies, tools (cutting, measuring, tightening tools) machines and equipment according to product specification * 		
<ul style="list-style-type: none"> • Prepare jigs by cleaning and setting-up 		
<ul style="list-style-type: none"> • Mill bamboo planks and shape its components based on job specifications* 		

• Prepare and profile workpiece according to specifications and using appropriate profile blades/cutter *		
• Lay-out location of joineries based on product design *		
• Make joineries using appropriate machine/tools based on product designs/job requirements *		
• Check fitness/measurements of joints and conformity of components to product specifications *		
• Assemble components using appropriate materials *		
• Check quality of end-products based on product specifications and apply corrective measures, if necessary *		

PERFORM POST-ACTIVITIES

• Segregate materials for re-use, recycling and disposal following workplace procedures		
• Clean and store tools/supplies/equipment/machine and work area following workplace procedures *		
• Identify unserviceable tools and equipment, if any *		
• Record output (number of produced semi-processed bamboo materials)*		
• Practice works safety and health measures when performing tasks *		

I agree to undertake assessment with the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.

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SELF-ASSESSMENT GUIDE

Qualification	BAMBOO PROCESSING (ENGINEERED BAMBOO) NC II		
Certificate of Competency (COC 6)	Perform Finishing		
Instruction:	<ul style="list-style-type: none"> • Read each question and check the appropriate column to indicate your answer. 		
Can I?	YES		NO
PERFORM FINISHING			
• Identify type of finish needed based on job requirement *			
• Prepare finishing materials, supplies, tools, machines and equipment according to work requirement *			
• Perform surface preparations (removing contaminants, defects identification and rectification, sanding) by using appropriate tools/equipment *			
• Determine required proportion of mixing finishing materials following product specifications *			
• Apply finishing materials according to job requirement *			
• Perform final check on quality of end-product if according to job requirement and apply corrective measures, if necessary *			
PERFORM POST-ACTIVITIES			
• Segregate materials for re-use, recycling and disposal following workplace procedures			
• Record output and perform inventory of storage of supplies and materials			
• Clean and store tools/supplies/equipment/machine and work area following workplace procedures *			
• Practice good housekeeping following principles of 5S principles			
• Practice works safety and health measures when performing tasks *			
I agree to undertake assessment with the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.			
Candidate's Name and Signature	Date		