



PRESS BRAKE CREDENTIALING PROGRAM
LEVEL II CREDENTIALING ACHIEVEMENT RECORD (CAR)
and
Official Performance CHECKLISTs (Skill Checks)

Please print in ink

NAME:	Reg. No.	Job Title:
--------------	-----------------	-------------------

Site Name:	Site No.
-------------------	-----------------

STATUS:	<i>Non-Completer</i> <input type="checkbox"/>	<i>Candidate has Successfully Completed all NIMS Performance Requirements in the Following Credentialing Area:</i>
	Reason:	Duty Cluster Name: OPERATE NON-CNC/MECHANICAL PRESS BRAKE Date Completed: _____

Directions

This *Credentialing Achievement Record (CAR)* is the official training and performance document for the above named NIMS credentialing candidate. The CAR is used by the trainer/supervisor and candidate as a record (or logbook) of individual on-the-job performance. The CAR is the *vehicle* that will allow eligible candidates to take the NIMS written credentialing examination(s). Supervisors, trainers, and candidates should take care of this record and be sure that it is accurate, kept up to date, filled out correctly, and properly stored. All information recorded in the *CAR* should be considered **CONFIDENTIAL**.

Candidates may select as many credentialing Duty Clusters as applicable to the facility or appropriate to the job. There are separate CAR booklets for each credentialing Duty Cluster. The CAR opens with a list of Critical Work Activities (or experience statements) that must be acknowledged and documented. However, actual performance is assessed two ways: **1)** by fulfilling these general experience and historical statements and **2)** by an examiner administering *Skill Checks* (or performance assessments). Three successful Skill Check attempts are required. Skill Checks are clearly marked with the title - **CAR SKILL CHECK**. Candidate performance is documented by a on the Examiner's CHECKLIST. All Skill Checks must be co-signed and dated by the trainer/supervisor and candidate. Work Activity sign-offs must be co-initialed by the trainer/supervisor or manager and candidate then dated. If a particular Skill Check step or standard does not apply at your facility, check-off the *NA* box (not applicable) and continue. Skill Checks may require the candidate to perform work a bit differently than your normal procedure or learn how to do something that may not be part of their typical day-to-day responsibilities. However, you may only check-off *NA* if the process-standard does not apply because the equipment or tooling is not available or the metalforming process itself does not require this activity or competency.

For additional information about administering *CAR* Skill Checks, see the CAR Administration Guide or consult with your facility Credentialing Coordinator.



PRESS BRAKE CREDENTIALING PROGRAM
LEVEL II CREDENTIALING ACHIEVEMENT RECORD (CAR)

Operate a Non-CNC Mechanical Press Brake

Level II – Mechanical Brake with a Non-CNC Controlled Ram

Critical Work Activities & Experience	Date Completed	Supervisor Initials	Trainer Initials	Trainee Initials
All of the following statements must be completed prior to submission of the CAR		and /or		
Operate Non-CNC – Mechanical Brake				
Candidate has successfully completed all required safety training/courses as specified by the work facility or required by OSHA. Candidate has working knowledge of applicable OSHA, ISO regulations, and/or American National Standards (B-11.3).				
Candidate has successfully completed the probationary period for this position (job title) as specified by the work facility.				
Candidate has met the attendance policy of the facility over the last 12 consecutive months.				
Candidate has no company documented safety violations within the last 12 consecutive months.				
Candidate has no reported incidents of non-conforming parts contaminating quality parts over the last three (3) consecutive months.				
Candidate has demonstrated the ability to maintain a clean and orderly work area in compliance with facility housekeeping policies and has no reported violations for a period of three (3) consecutive months.				
Candidate demonstrated the ability to recognize and explain the type of press brake and its function (including manual controls, cnc or manually set gages, mechanical devices, tooling and Quick-Change type tooling, and auxiliaries if applicable).				
Candidate has demonstrated basic knowledge of material/part conformance standards and basic QC recording techniques.				



Critical Work Activities & Experience	Date Completed	Supervisor Initials	Trainer Initials	Trainee Initials
Given specific duties to perform, instructions, and necessary written documentation, candidate has demonstrated the ability to locate, read and use information to execute and manually control a press brake process to defined quality standards.				
Candidate has demonstrated basic abilities in decision making and problem solving.				
Candidate has demonstrated appropriate social behaviors and communicative (verbal and written) skills when working with supervisors, team leaders, co-workers, and customers.				
Candidate has worked cooperatively with others and has contributed to company efforts with ideas, suggestions, and/or feedback to improve a process, resolve a problem, or improvise a new method.				
Candidate can recognize appropriate codes of conduct and values in the workplace and has exhibited honesty, integrity, and responsibility when doing work and when interacting with others.				
Candidate has demonstrated competency interpreting blueprints and/or technical drawings (Standard and GDT orthographics, geometric dimensioning and tolerancing, charts and graphs, etc.).				
Candidate has applied knowledge of precision measuring instruments and transfer tools and has used those devices to confirm work piece compliance (as per blueprints, technical drawings and/or reference part).				
Candidate can use precision tools and instruments for surface plate work (i.e., angle plates, tool blocks, transfer gages, height gages) and determine a part's compliance on selected dimensions.				
Candidate can recognize common materials and their metallurgical properties (ferrous and non-ferrous, magnetic, and ductile materials). Candidate can predict material formability based on its appearance, hardness, treatment/coating, size, and call-out print specifications.				

NOTE: For details and specifics regarding worker competencies, see Duties & Standards for Metalworking - Press Brake, Level II & III, National Institute for Metalworking Skills/Precision Metalforming Association

Skill Checks begin on next page



NIMS PRESS BRAKE SKILL CHECK Level II

Candidate:	Date:
Examiner:	(For examiner use only) Results: Pass <input type="checkbox"/> Yes Date Started: Date Ended::

Work Activity **Operate a Non-CNC/Mechanical Press Brake**

Performance Conditions

Setting: Shop, bench, and QC area(s). Given a setup for production that has already been verified for safety and process, the candidate will: perform pre-production activities, activate machine, cycle and inspect sample parts, operate the press brake (make parts), monitor operations, and inspect parts (in-process) for quality control (*two frequency or intermediate inspections required*). Candidate will shut down equipment or hand-off machine to setup or continue with-kind operations. Three (3) successful Skill Check attempts, making at least two (2) different parts, are required for on-the-job performance recognition.

☞ To take these Skill Checks, the metal piece-parts to be made must have (at minimum) the following attributes and characteristics:

- **4 bends**
- **2 or more different flange lengths**

Safety Equipment:

- *Personal Protection Equipment/Clothing (PPE/PPC)*

Tools, Equipment and Materials:

- Pre-Cut Raw Material
- Mechanical/Non-CNC Press Brake
- Shop Wipes
- Tool Lubricants
- Calculator
- Conversion Charts/Tables
- Pen/Pencil
- Housekeeping Supplies
- Production and QC Documentation

Measuring Instruments:

- Scales/Tape Measure
- Micrometer
- Calipers
- Protractor
- Fixture Gages
- Checking Gages
- Combination Square (or Square)

Attainment Standards

1. 100% of all applicable procedural steps and process standards, without assistance and within company-specific time limit, following all safety, ISO, equipment manufacturer, and plant-specific practices and procedures.
2. 100% conformance with all NIMS final product standards, company production expectations, and all quality control criteria and/or customer requirements.

Trainee Directions

The Skill Checks you are about to take are hands-on assessments that are part of the credentialing process. These assessments will enable you to verify your experience and demonstrate your competency by completing practical job tasks. The Skill Checks will cover areas that you should know and problems you should be able to solve. If you need any additional materials or experience any problems with equipment during the assessment, notify the examiner immediately.

The previously referenced tools, equipment, materials and supplies may be used to Operate a Non-CNC/Mechanical Press Brake. All safety and plant-specific procedures must be followed. The examiner will evaluate both the process used and final result of the process. Process steps should be performed in the sequence, and all process elements must meet the standards for successful completion.


Examiner Instructions

For successful completion of this Skill Check, the candidate must demonstrate the ability to successfully complete the work activity under controlled assessment conditions. All work must be completed to standard.

Before administering the Skill Check:

- Read/review the CAR *Administration Guide* developed for the program.
- Ensure that you have a copy of this Skill Check for the candidate to use while he/she is working. Be sure all applicable equipment and supplies are available.

Do not provide assistance during the Skill Check. Monitor work in-progress and evaluate for **process standard**. Assess the completed work for conformance with **final product** criteria. Mark *NA* if a process-product is not appropriate. To successfully complete each Skill Check, all boxes must be marked **YES** or *NA*.

 **Stop the Skill Check immediately if the candidate violates a safety/environmental regulation or procedure or if there is any possibility of personal injury or damage to equipment.**

Before assessment, the examiner may discuss appropriate safety requirements and loss potential issues (*i.e.*, *Lock and Tag/Zero Energy*, *HAZMAT*, *personal protection equipment*, *pinch points*, *compressed air/fluids*, *high or residual voltage*, *E-Stops*, *OHSA-1910 Loss Potential*, *etc.*).



☞ **EXAMINER:** Read aloud the *Skill Check Script* from the *Administration Guide* (verbatim).

When the candidate indicates that he/she has completed the Skill Check or when your maximum time allowed has run out, assess Final Product Standards and follow the closing procedures outlined in the *Administration Guide*.

Checklist

Scoring Procedures: Observe the candidate's performance for each Process Step and mark the *CHECKLIST* whether or not the *Process-Product Standards* were attained (*Do not rely on your memory*). *Process-Product Standards* are to be marked as each element is completed.

(C) Critical. Failure to meet the standard will result in immediate Skill Check termination.

Note: The evaluator will terminate the assessment and schedule the individual for further training.




Examiner's CHECKLIST SKILL CHECK #1
Operate a Non-CNC Drive - Mechanical Press Brake
 (May include a cnc or manually set back gage)

Process Steps	Process-Product Standards			
DATE STARTED:	PART NUMBER USED:	Yes	No	NA
A - PRE-PRODUCTION JOB PLANNING				
1. Prepare for a Production Run	<ul style="list-style-type: none"> • Prints, technical drawings, and/or controlling documents obtained and matched setup/sample specifications. • Work or job order matched print/drawing number. • Raw material staged at job site. • Material handling equipment/tools organized at job site. • Part containers (finished, rework, and/or scrap) in correct position. • Inspection plan acknowledged for dimensional controls and frequency of in-process inspections. • Calibrated measuring instruments, devices, and gages at work station and organized on bench. (tags/stickers current) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B - PRODUCTION OPERATIONS & PROCESS CONTROL				
2. Start/Re-Start Machine and Make Samples/First Piece-Part	<ul style="list-style-type: none"> • Work station organized and cleared of debris and obstructions. • Tool area clear of objects and obstructions. (C) • Machine is "On" and will cycle (flywheel moving and the ram will travel when activated). • Safety devices and guards operational and verified for function. • Material fed and machine cycled. • No unusual noise, odors, smoke, or excessive vibration present <i>(Yes = conditions not present)</i>. • Samples or first piece-part bent according to setup sequence (Adhered to bend direction layout). • Bending positions, directions and sequence did not crash part/material into machine <i>(Yes = sequence did not crash)</i>. (C) • Samples or piece-part safely removed without damaging part. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Process Steps	Process-Product Standards			
		Yes	No	NA
B - PRODUCTION OPERATIONS & PROCESS CONTROL <i>Continued</i>				
3. Inspect Samples/First Piece-Part for Conformance	<ul style="list-style-type: none"> • Samples/piece-part visually inspected for conformity (“part looks like print”). • Cosmetic attributes and finish met quality standards and/or customer requirements. • All angles/radii conformed to print specifications and tolerances. (C) • Flange lengths and orientation in conformance with dimensional/directional requirements. (C) • Flange squareness, perpendicularity, and/or parallelism conformed to dimensional standards and part characteristics. (C) • Other critical dimensions in-conformance with quality control standards (i.e., OAL, hole-to-hole, height, setback, etc.). (C) • Demonstrated ability using and reading hand-held precision measuring instruments. • Features conformed to print requirements. • Completed all inspection, quality control documentation accurately and legibly (including sign-offs). • Samples/first piece-part met all quality and process standards. (C) • Press brake “production ready.” 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
4. Operate Press Brake and Make Piece-Parts <i>(Candidate must operate machine and make piece-parts, on an on going basis up to the 2nd in-process part inspection)</i>	<ul style="list-style-type: none"> • Arms, hands, and fingers kept clear of ram and all secondary pinch points. (C) • Material continuously fed flat and against all stops. (C) • Demonstrated correct feed and follow through technique (No back or forward bending of part/material). • Adhered to verified bending sequence (no crashes). (C) • No excessive vibration, squealing, or smoke present (<i>Yes = These conditions are not present</i>). • Tooling or press brake was not damaged during operations. • Piece-parts carefully removed from die/tool area after completion of bending sequence. • Quality finished piece-parts placed (or stacked) in proper holder/container or on pallet. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>



Process Steps	Process-Product Standards			
		Yes	No	NA
B - PRODUCTION OPERATIONS & PROCESS CONTROL <i>Continued</i>				
Operate Press Brake and Make Piece-Parts <i>Continued</i>	<ul style="list-style-type: none"> • Piece-parts correctly packed (No damage to finished parts during operations or transfer). • Finished parts container tagged for traceability. • No bad/defective piece-parts were mixed with good finished parts (<i>Yes = no cross contamination occurred</i>). (C) • Percentage of scrap (or rework) within acceptable standards. (C) • Pro-rated production rate (e.g., “parts made <i>per minute</i>”) met or exceeded process standards. • Work area kept clean and organized during run. • Quality parts pressed on a continuous basis up to the first in-process QC inspection. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
5. Inspect Parts Using Hand-Held Precision Measurement Devices  <i>(First Required In-Process Part Inspection)</i>	<ul style="list-style-type: none"> • Executed 1st in-process part inspection in accordance with inspection/quality plan. • Bend sequence conformed to part characteristics (“Part still looks like the print”). • Surface finish not scratched or damaged • Cosmetic attributes and finish met quality specifications (features conformed to print requirements). • Part angles conformed to print specifications. (C) • Flange lengths and orientation in conformance with dimensional/directional requirements. (C) • Flange squareness, perpendicularity, and/or parallelism conformed to dimensional standards and part characteristics. (C) • Other critical dimensions in-conformance with quality control standards (i.e., OAL, hole-to-hole, height, setbacks, etc.). (C) • Demonstrated ability using and reading hand-held precision measuring instruments. • Completed in-process inspection, quality control documentation accurately and legibly. • Piece-parts met quality and production standards (process adjusted as needed). • No cross contamination of bad parts with finished good parts (<i>Yes = this did not occur</i>). 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>



FINAL PRODUCT STANDARDS

“Work is Done As Expected When:”

- a. All written/verbal instructions, checklists, and guidelines were followed and candidate demonstrated safe workplace practices in material handling, machine operations, guarding, and when cleaning.
- b. Minor adjustments were made to setup as necessary to attain (and maintain) part conformance.
- c. All quality control inspections were performed at correct intervals to Quality Plan criteria and recorded for compliance/non-compliance within the part’s required profile(s), tolerances, and dimensions (Lot check at *Zero Defect*).
- d. Final part count matched in-process count.
- e. Parts were made to production rate standards and inspected on an on-going basis without contaminating good/bad parts.
- f. Current print and tangible part features/characteristics met specified, or implied needs as per usability, reliability, maintainability, and economics.
- g. All shop safety and housekeeping practices and procedures have been followed.

PART NUMBER USED FOR THIS SKILL CHECK:

COMMENTS

Operate Non-CNC/Mechanical Press Brake

Candidate: _____

Examiner: _____

Signatures: _____ Date: _____
(Examiner/Advisor)


_____ Date: _____
(Monitor/Trainer)

_____ Date: _____
(Candidate)



Process Steps	Process-Product Standards			
		Yes	No	NA
B - PRODUCTION OPERATIONS & PROCESS CONTROL <i>Continued</i>				
3. Inspect Samples/First Piece-Part for Conformance	<ul style="list-style-type: none"> • Samples/piece-part visually inspected for conformity (“part looks like print”). • Cosmetic attributes and finish met quality standards and/or customer requirements. • All angles/radii conformed to print specifications and tolerances. (C) • Flange lengths and orientation in conformance with dimensional/directional requirements. (C) • Flange squareness, perpendicularity, and/or parallelism conformed to dimensional standards and part characteristics. (C) • Other critical dimensions in-conformance with quality control standards (i.e., OAL, hole-to-hole, height, setback, etc.). (C) • Demonstrated ability using and reading hand-held precision measuring instruments. • Features conformed to print requirements. • Completed all inspection, quality control documentation accurately and legibly (including sign-offs). • Samples/first piece-part met all quality and process standards. (C) • Press brake “production ready.” 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
4. Operate Press Brake and Make Piece-Parts <i>(Candidate must operate machine and make piece-parts, on an on going basis up to the 2nd in-process part inspection)</i>	<ul style="list-style-type: none"> • Arms, hands, and fingers kept clear of ram and all secondary pinch points. (C) • Material continuously fed flat and against all stops. (C) • Demonstrated correct feed and follow through technique (no back or forward bending of part/material). • Adhered to verified bending sequence (no crashes). (C) • No excessive vibration, squealing, or smoke present (<i>Yes = These conditions are not present</i>). • Tooling or press brake was not damaged during operations. • Piece-parts carefully removed from die/tool area after completion of bending sequence. • Quality finished piece-parts placed (or stacked) in proper holder/container or on pallet. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>



Process Steps	Process-Product Standards			
		Yes	No	NA
B - PRODUCTION OPERATIONS & PROCESS CONTROL <i>Continued</i>				
Operate Press Brake and Make Piece-Parts <i>Continued</i>	<ul style="list-style-type: none"> • Piece-parts correctly packed (no damage to finished parts during operations or transfer). • Finished parts container tagged for traceability. • No bad/defective piece-parts were mixed with good finished parts (<i>Yes = no cross contamination occurred</i>). (C) • Percentage of scrap (or rework) within acceptable standards. (C) • Pro-rated production rate (e.g., “parts made <i>per minute</i>”) met or exceeded process standards. • Work area kept clean and organized during run. • Quality parts pressed on a continuous basis up to the first in-process QC inspection. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
5. Inspect Parts Using Hand-Held Precision Measurement Devices  <i>(First Required In-Process Part Inspection)</i>	<ul style="list-style-type: none"> • Executed 1st in-process part inspection in accordance with inspection/quality plan. • Bend sequence conformed to part characteristics (“part still looks like the print”). • Surface finish not scratched or damaged • Cosmetic attributes and finish met quality specifications (features conformed to print requirements). • Part angles conformed to print specifications. (C) • Flange lengths and orientation in conformance with dimensional /directional requirements. (C) • Flange squareness, perpendicularity, and/or parallelism conformed to dimensional standards and part characteristics. (C) • Other critical dimensions in-conformance with quality control standards (i.e., OAL, hole-to-hole, height, setbacks, etc.). (C) • Demonstrated ability using and reading hand-held precision measuring instruments. • Completed in-process inspection, quality control documentation accurately and legibly. • Piece-parts met quality and production standards (process adjusted as needed). • No cross contamination of bad parts with finished good parts (<i>Yes = this did not occur</i>). 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>



FINAL PRODUCT STANDARDS

“Work is Done As Expected When:”

- a. All written/verbal instructions, checklists, and guidelines were followed and candidate demonstrated safe workplace practices in material handling, machine operations, guarding, and when cleaning.
- b. Minor adjustments were made to setup as necessary to attain (and maintain) part conformance.
- c. All quality control inspections were performed at correct intervals to Quality Plan criteria and recorded for compliance/non-compliance within the part’s required profile(s), tolerances, and dimensions (Lot check @ *Zero Defect*).
- d. Final part count matched in-process count.
- e. Parts were made to production rate standards and inspected on an on-going basis without contaminating good/bad parts.
- f. Current print and tangible part features/characteristics met specified, or implied needs as per usability, reliability, maintainability, and economics.
- g. All shop safety and housekeeping practices and procedures have been followed.

PART NUMBER USED FOR THIS SKILL CHECK:

COMMENTS

Operate Non-CNC/Mechanical Press Brake

Candidate: _____

Examiner: _____

Signatures: _____ Date: _____

(Examiner/Advisor)

Date: _____

(Monitor/Trainer)

Date: _____


(Candidate)



Examiner's CHECKLIST SKILL CHECK #3
Operate a Non-CNC Drive - Mechanical Press Brake
 (may include a cnc or manually set back gage)

Process Steps	Process-Product Standards			
DATE STARTED:	PART NUMBER USED:	Yes	No	NA
A - PRE-PRODUCTION JOB PLANNING				
1. Prepare for a Production Run	<ul style="list-style-type: none"> • Prints, technical drawings, and/or controlling documents obtained and matched setup/sample specifications. • Work or job order matched print/drawing number. • Raw material staged at job site. • Material handling equipment/tools organized at job site. • Part containers (finished, rework, and/or scrap) in correct position. • Inspection plan acknowledged for dimensional controls and frequency of in-process inspections. • Calibrated measuring instruments, devices, and gages at work station and organized on bench (tags/stickers current). 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B - PRODUCTION OPERATIONS & PROCESS CONTROL				
2. Start/Re-Start Machine and Make Samples/First Piece-Part	<ul style="list-style-type: none"> • Work station organized and cleared of debris and obstructions. • Tool area clear of objects and obstructions. (C) • Machine is "On" and will cycle (flywheel moving and the ram will travel when activated). • Safety devices and guards operational and verified for function. • Material fed and machine cycled. • No unusual noise, odors, smoke, or excessive vibration present (<i>Yes = conditions not present</i>). • Samples or first piece-part bent according to setup sequence (adhered to bend direction layout). • Bending positions, directions and sequence did not crash part/material into machine (<i>Yes = sequence did not crash</i>). (C) • Samples or piece-part safely removed without damaging part. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Process Steps	Process-Product Standards			
		Yes	No	NA
B - PRODUCTION OPERATIONS & PROCESS CONTROL <i>Continued</i>				
Operate Press Brake and Make Piece-Parts <i>Continued</i>	<ul style="list-style-type: none"> • Piece-parts correctly packed (No damage to finished parts during operations or transfer). • Finished parts container tagged for traceability. • No bad/defective piece-parts were mixed with good finished parts (<i>Yes = no cross contamination occurred</i>). (C) • Percentage of scrap (or rework) within acceptable standards. (C) • Pro-rated production rate (e.g., “parts made <i>per minute</i>”) met or exceeded process standards. • Work area kept clean and organized during run. • Quality parts pressed on a continuous basis up to the first in-process QC inspection. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
5. Inspect Parts Using Hand-Held Precision Measurement Devices  <i>(First Required In-Process Part Inspection)</i>	<ul style="list-style-type: none"> • Executed 1st in-process part inspection in accordance with inspection/quality plan. • Bend sequence conformed to part characteristics (“part still looks like the print”). • Surface finish not scratched or damaged. • Cosmetic attributes and finish met quality specifications (features conformed to print requirements). • Part angles conformed to print specifications. (C) • Flange lengths and orientation in conformance with dimensional/directional requirements. (C) • Flange squareness, perpendicularity, and/or parallelism conformed to dimensional standards and part characteristics. (C) • Other critical dimensions in-conformance with quality control standards (i.e., OAL, hole-to-hole, height, setback, etc.). (C) • Demonstrated ability using and reading hand-held precision measuring instruments. • Completed in-process inspection, quality control documentation accurately and legibly. • Piece-parts met quality and production standards (process adjusted as needed). • No cross contamination of bad parts with finished good parts (<i>Yes = this did not occur</i>). 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>



Process Steps	Process-Product Standards			
		Yes	No	NA
B - PRODUCTION OPERATIONS & PROCESS CONTROL <i>Continued</i>				
Inspect Parts Using Hand-Held Precision Measurement Devices <i>Continued</i>	<ul style="list-style-type: none"> • Flange squareness, perpendicularity, and/or parallelism conformed to dimensional standards and part characteristics. (C) • Other critical dimensions in-conformance with quality control standards (i.e., OAL, hole-to-hole, height, setback, etc.). (C) • Demonstrated ability using and reading hand-held precision measuring instruments. • Completed all in-process inspection, quality control documentation accurately and legibly. • Piece-parts met quality and production standards (process adjusted as needed). (C) • No cross contamination of bad parts with finished good parts (<i>Yes = no contamination occurred</i>). (C) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C - PRODUCTION SHUTDOWN or HANDOFF				
7. Shutdown Press Brake or Handoff Production Run	<ul style="list-style-type: none"> • Cycle stopped at correct position (control lights/lever in “Off” setting). • Power source to ram shutdown. • Acknowledged/recorded end-of-run job status (i.e., part count, worker ID#, part number, amount of scrap, time, etc.) • Completed and submitted inspection forms and documentation. • Measurement devices and gages checked for service items or maintenance. • Filler block and tooling clean (no oil buildup, slivers, etc.). • Measuring instruments and devices clean (no apparent damage) and stored (or handed over). • Workstation left clean (demonstrated proper housekeeping). • Maintenance and tooling (equipment servicing) items noted/requested or provided. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DATE FINISHED:	<ul style="list-style-type: none"> • Machine locked out (<i>@ zero energy</i>) for total shutdown <u>or</u> at safety rest (idle) for handoff. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



FINAL PRODUCT STANDARDS

“Work is Done As Expected When:”

- a. All written/verbal instructions, checklists, and guidelines were followed and candidate demonstrated safe workplace practices in material handling, machine operations, guarding, and when cleaning.
- b. Minor adjustments were made to setup as necessary to attain (and maintain) part conformance.
- c. All quality control inspections were performed at correct intervals to Quality Plan criteria and recorded for compliance/non-compliance within the part’s required profile(s), tolerances, and dimensions (Lot check @ *Zero Defect*).
- d. Final part count matched in-process count.
- e. Parts were made to production rate standards and inspected on an on-going basis without contaminating good/bad parts.
- f. Current print and tangible part features/characteristics met specified, or implied needs as per usability, reliability, maintainability, and economics.
- g. All shop safety and housekeeping practices and procedures have been followed.

PART NUMBER USED FOR THIS SKILL CHECK:

COMMENTS

Operate Non-CNC/Mechanical Press Brake

Candidate: _____

Examiner: _____

Signatures: _____ Date: _____

(Examiner/Advisor)

Date: _____

(Monitor/Trainer)

Date: _____

(Candidate)



Affidavit of Successful Completion

NIMS Level II Non-CNC Press Brake Credentialing Program

Credentialing Achievement Record

Please print

Candidate Name	Reg. No.	Date Completed:
-----------------------	-----------------	------------------------

The credentialing candidate named above has completed all necessary CAR requirements for NIMS Level II OJT recognition.

Site Name and Address:	Site No.
-------------------------------	-----------------

Indicate in the number of Skill Checks completed and dates of successful performance for each Skill Check

Duty Cluster Name <i>OPERATE NON-CNC PRESS BRAKE</i>	Required Skill Checks	Number of Skill Checks Completed
	3	
Successful Skill Check Attempt #1	Date:	
Successful Skill Check Attempt #2	Date:	
Successful Skill Check Attempt #3	Date:	
Work activity experience-eligibility statements have been completed, dated, and co-initialed.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Site Coordinator/Manager *Signature*

Date

Supervisor/Trainer *Signature*

Date

Candidate *Signature*

Date

Make a copy of the completed *Affidavit of Successful Completion* for your records and send original CAR to:



The National Institute for Metalworking Skills
10565 Fairfax Boulevard
Suite 203
Fairfax, Virginia 22030
 Phone: 703-352-4971 Fax: 703-352-4991
 www.nims-skills.org

