

## National Certificate in Wood Manufacturing – Generic Skills (Tissue Converting) (Level 2)

<b>Level</b>	<b>2</b>
<b>Credits</b>	<b>40</b>

### Purpose

The National Certificate in Wood Manufacturing – Generic Skills (Tissue Converting) (Level 2) [Ref: 0650] is designed to recognise the successful completion of an introduction to the tissue converting sector of the pulp and paper industry. The compulsory standards recognise the acquisition of the basic skills required in health and safety and quality systems. The first elective provides for the development of basic 5S principles, materials management, and some specific tissue converting industry skills. Further electives provide scope for the recognition of knowledge and skills in a range of manufacturing and generic industry areas such as health and safety, communications, and using lifting equipment.

This qualification leads on to the National Certificate in Wood Manufacturing – Generic Skills (Tissue Converting) (Level 3) [Ref: 0651] and the National Certificate in Wood Manufacturing – Generic Skills (Tissue Converting) (Level 4) [Ref: 0652].

### Credit Range

	<b>Compulsory</b>	<b>Elective</b>
Level 2 or above credits	8	32
Totals	8	32

### Requirements for Award of Qualification

This qualification will be awarded to people who have achieved a minimum of 40 credits at level 2 or above and who have met the requirements of the compulsory and elective sections.

#### Award of NQF Qualifications

Credit gained for a standard may be used only once to meet the requirements of this qualification.

Unit standards and achievement standards that are equivalent in outcome are mutually exclusive for the purpose of award. The table of mutually exclusive standards is provided in section 7 of the New Zealand Qualifications Authority (NZQA) *Rules and Procedures* publications available at <http://www.nzqa.govt.nz/ncea/acrp/index.html>.

Reviewed standards that continue to recognise the same overall outcome are registered as new versions and retain their identification number (ID). Any version of a standard with the same ID may be used to meet qualification requirements that list the ID and/or that specify the past or current classification of the standard.

## Detailed Requirements

### Compulsory

The following standards are required

Manufacturing > Wood Manufacturing - Generic Skills > Wood Manufacturing Foundation Skills

Id	Title	Level	Credit
5634	Demonstrate knowledge of workplace health and safety in the wood manufacturing industries	2	3
5638	Demonstrate knowledge of principles of quality systems in the wood manufacturing industries	2	5

### Elective List A

A minimum of 15 credits at Level 2 or above

Manufacturing > Manufacturing Skills > Competitive Manufacturing

Id	Title	Level	Credit
21508	Apply 5S procedures in a competitive manufacturing organisation	3	5

Field	Subfield	Domain
Manufacturing	Supply Chain Management	Materials Management
	Wood Fibre Manufacturing	Tissue Converting

### Elective List B

A minimum of 10 credits at Level 2 or above

Field	Subfield	Domain
Humanities	Communication Skills	Any

### Elective List C

The balance of credits to achieve a minimum of 40 credits at Level 2 or above may come from the following

Field	Subfield	Domain
Business	Business Administration	Business Administration Services
Computing and Information Technology	Computing	Any
Core Generic	Core Generic	Any
Engineering and Technology	Electrical Engineering	Core Electrical
	Mechanical Engineering	Any
Health	Health Studies	Core Health

Field	Subfield	Domain
	Occupational Health and Safety	Any
Manufacturing	Manufacturing Skills	Competitive Manufacturing
	Wood Fibre Manufacturing	Paper Making Pulp and Paper Manufacturing Skills
Sciences	Mathematics	Any
Service Sector	Driving	Driver Licence Endorsements
	Lifting Equipment	Powered Industrial Lift Trucks

## Transition Arrangements

### Version 5

This qualification was issued as version 5 following a revision.

Changes to structure and content

- The title of this qualification has been updated to reflect the name of the new subfield covering the standards in the Compulsory section.
- Unit 21508, *Apply 5S procedures in a competitive manufacturing organisation*, has replaced standard 18933.
- Subfield and domain titles for standards 5634 and 5638 have been updated following the review of pulp and paper standards in the Compulsory section.
- The domain title for Total Productive Manufacturing has been updated to the new title Competitive Manufacturing in Elective List C.
- The subfield Pulp and Paper Manufacturing has been updated to Wood Fibre Manufacturing in Elective List C.

For detailed information see [Review Summaries](#) on the NZQA website.

People currently working toward version 4 of the National Certificate in Pulp and Paper Manufacturing (Tissue Converting) (Level 2) [Ref: 0650] can either complete its requirements or transfer to version 5. People choosing to complete version 4 of the qualification have until 31 December 2011 to do so. The last date for entry to training programmes or courses for the replaced qualifications is December 2008.

It is anticipated that no existing trainees will be disadvantaged by these transition arrangements. Any person who feels they have been disadvantaged by these transition arrangements should contact FITEC who will consider appeals on a case by case basis.

This qualification contains a standard that replaces an earlier standard. For the purposes of this qualification people who have gained credit for the expiring standard are exempt from the requirement to gain credit for the replacement standard.

Credit for	Exempt from
18933	21508

This qualification contains classifications that replace earlier classifications. For the purposes of this qualification, people who have gained credit for standards in the lapsed classifications may continue to use those credits to meet the qualification requirements.

Credits for standards in	Count towards qualification requirements where the following is specified
Manufacturing > Pulp and Paper Manufacturing > Paper Making	Manufacturing > Wood Fibre Manufacturing > Paper Making
Manufacturing > Pulp and Paper Manufacturing > Pulp and Paper Manufacturing Skills	Manufacturing > Wood Fibre Manufacturing > Pulp and Paper Manufacturing Skills
Manufacturing > Pulp and Paper Manufacturing > Tissue Converting	Manufacturing > Wood Fibre Manufacturing > Tissue Converting
Manufacturing > Manufacturing Skills > Total Productive Manufacturing	Manufacturing > Manufacturing Skills > Competitive Manufacturing

### Previous versions of the qualification

Version 4 was issued as a result of a review which saw the inclusion of Unit 18933, *Apply work area management concepts*, in Elective List A; the replacement of the Pulp and Paper – Stores and Warehousing domain with the Materials Management domain in Elective List A; the removal of the Management subfield from Elective List C; and the title of the qualification changed to include Pulp and Paper Manufacturing.

Version 3 was issued to take account of changes to endorsement F driver licensing regulations and the expiry of standards 16770 and 16771. The revision also included the addition of the Powered Industrial Lift Trucks and the Total Productive Manufacturing domains in Elective List C.

Version 2 was issued to take account of the Pulp and Paper Technology domain standard review and in order to revise the elective section.

### NQF Registration Information

Process	Version	Date	Last Date for Assessment
Registration	1	August 1999	December 2003
Revision	2	December 2000	December 2003
Revision	3	November 2002	December 2006
Review	4	July 2004	December 2011
Revision	5	May 2007	N/A

## Standard Setting Body

Forest Industries Training and Education Council (FITEC)  
 PO Box 137067  
 PARNELL  
 Auckland

Telephone 09 356 7250  
 Email [feedback@fitec.org.nz](mailto:feedback@fitec.org.nz)

## Planned Review

Any person or organisation may contribute to the review of this qualification by sending feedback to the standard setting body at the above address.

Next Review	2012
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## Certification

The certificate will display the logos of NZQA and the Forest Industries Training and Education Council (FITEC).

## Classification

This qualification is classified according to the NQF classification system and the New Zealand Standard Classification of Education (NZSCED) system as specified below.

NQF Classification		NZSCED	
Code	Description	Code	Description
431	Manufacturing > Wood Manufacturing - Generic Skills	030304	Engineering and Related Technologies > Process and Resources Engineering > Wood Based Manufacturing

### Quality Management Systems

Providers and Industry Training Organisations must be accredited by a recognised Quality Assurance Body before they can register credits from assessment against standards. Accredited providers and Industry Training Organisations assessing against standards must engage with the moderation system that applies to those standards. Accreditation requirements and the moderation system are outlined in the associated Accreditation and Moderation Action Plan (AMAP) for each standard.