
MEAT INDUSTRY GENERIC
Operate an automatic carton making
machine in the meat processing
industry

level:	2
credit:	3
final date for comment:	October 2008
expiry date:	December 2009
sub-field:	Meat Processing
purpose:	People credited with this unit standard are able to: carry out pre-operational checks on an automatic carton making machine; set-up the machine; operate; maintain the machine; and comply with organisational and statutory hygiene and safety requirements.
entry information:	Open.
accreditation option:	Evaluation of documentation by NZQA and industry.
moderation option:	A centrally established and directed national moderation system has been set up by the New Zealand Industry Training Organisation – Meat Processing Advisory Group.
special notes:	1 The Health and Safety in Employment Act 1992, and its subsequent amendments, form the basis for some of the performance criteria in this unit standard.

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2 Definitions

organisational requirements refer to instructions to staff on policy and procedures which are documented in memo or manual format and are available in the workplace;

company specifications are product specifications set by the company relating to cuts, weights, presentation, and packaging;

quality assurance requirements refer to the characteristics of products that bear on their ability to satisfy the stated and implied needs of the customer and the organisation;

the operator refers to the candidate being assessed against this unit standard.

Elements and Performance Criteria

element 1

Carry out pre-operational checks on an automatic carton making machine.

performance criteria

- 1.1 Pre-operational checks are performed to manufacturer specifications, and organisational requirements.
- 1.2 Hazards or faults are identified and reported to supervisory staff in accordance with organisational requirements.
- 1.3 Pre-operational documentation is completed in accordance with organisational requirements.

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element 2

Set up the machine.

performance criteria

- 2.1 Machine settings are applied based on company specifications and organisational requirements.
- 2.2 Equipment and material requirements are confirmed as available.

element 3

Operate the machine.

performance criteria

- 3.1 Carton-making machine is operated in accordance with organisational requirements.
- 3.2 Cartons are monitored to ensure compliance with quality assurance requirements and within company specifications.
- 3.3 Carton defects are identified and reported in accordance with organisational requirements.
- 3.4 Machine is operated to meet daily production requirements.
- 3.5 Consumables are replaced in accordance with organisational requirements.

element 4

Maintain the machine.

performance criteria

- 4.1 Daily maintenance routines are completed to organisational requirements.

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element 5

Comply with organisational and statutory hygiene and safety requirements.

performance criteria

- 5.1 Company-supplied clothing, and hygiene, and safety equipment, is worn and used in accordance with organisational and statutory requirements.
- 5.2 Work methods comply with company and statutory requirements to minimise the risk of product contamination and injuries to the operator and others.
- 5.3 Machinery, equipment, and packaging materials are handled in accordance with organisational and statutory requirements.
- 5.4 Unsafe and unhygienic conditions are identified and reported to supervisory staff in accordance with organisational requirements.
- 5.5 Waste material is removed and disposed of in accordance with organisational requirements.
- 5.6 Equipment, and work area cleanliness comply with organisational and statutory requirements.

Comments on this unit standard

Please contact the New Zealand Industry Training Organisation mail@nzito.co.nz if you wish to suggest changes to the content of this unit standard.

Please Note

Providers must be accredited by the Qualifications Authority or a delegated inter-institutional body before they can register credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by the Qualifications Authority before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

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Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for providers wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

This unit standard is covered by AMAP 0033 which can be accessed at <http://www.nzqa.govt.nz/site/framework/search.html>.