

40088**Procure materials and schedule production and resourcing for an advanced textiles project**

Kaupae Level	4
Whiwhinga Credit	10
Whāinga Purpose	<p>This skill standard is intended for people who want to learn how to confirm and order materials, determine production tasks, equipment and resource requirements, and schedule production for an industrial textile fabrication or trimming product.</p> <p>This skill standard can be used in programmes leading to the New Zealand Certificate in Advanced Textiles (Level 4) with strands in Industrial Textiles Fabrication, and Industrial Trimming [Ref: 5060].</p>

Hua o te ako me Paearu aromatawai | Learning outcomes and assessment criteria

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
1. Procure materials required for a large or complex advanced textiles project.	a. Check estimate or quote and job specifications to confirm specified materials and quantities required.
	b. Identify source of required materials.
	c. Order materials from external suppliers as required.
	d. Record ex-stock materials requirements as required.
	e. Check received materials against orders and store ready for production.

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
2. Schedule work for producing a large or complex advanced textiles project.	a. Develop a production schedule using information from job sheets or job cards.
	b. Determine fabrication or trimming production process tasks, and sequence and relevant time frames for each.
	c. Determine staffing, workspace, machinery, tools and equipment requirements for production.
	d. Record the process tasks, their sequence and timing, staffing, workspace, machinery, tools and equipment requirements in accordance with company processes and documentation.
	e. Confirm material, staffing, workspace, machinery, tools and equipment availability in terms of duration of production.
	f. Add production details to workshop schedule and allocate tasks and timing.

Pārongo aromatawai me te taumata paearu | Assessment information and grade criteria

Assessment specifications:

The evidence presented for assessment against this skill standard must be consistent with safe working practices and be in accordance with applicable workplace requirements, industry guidelines, legislative requirements, and manufacturer's information.

Evidence must be provided of:

- procuring materials and accessories for the production of three different large or complex projects. One procurement needs to be from external suppliers, and one needs to be from your internal store, e.g. ex-stock.
- scheduling work for three different types of large or complex projects.

Examples of projects that may be used include (but are not limited to) manufacture or repair of: vehicle and marine upholstery, boat covers, convertible tops, tonneau covers, protective covers, clear enclosures, carpets, tarpaulins, tents and marquees, screens and blinds, awnings, shade sails, canopy structures, tension membrane skins and textile structures.

Definitions

Complex projects – projects that have a level of complexity in their production, e.g. multiple materials to be sourced, advanced technical skills required, coordination of other agencies or contractors, multiple components or parts to the product.

Industry guidelines – those practices and procedures commonly used as standard procedures to produce items of acceptable saleable quality in the industrial textile fabrication or trimming industry such as related textbook descriptors.

Large projects – projects that have additional production requirements due to their size or volume, e.g. high quantity of material, high labour needs, large production area.

Manufacturer's information – technical information for a machine or product detailing operation; installation and servicing procedures; manufacturer instructions; technical terms and descriptions; and detailed illustrations.

Workplace requirements – instructions to staff on policy and procedures that are available in the workplace. These requirements may include – company policies and procedures, work instructions, product quality specifications and legislative requirements.

Ngā momo whiwhinga | Grades available

Achieved.

Ihirangi waitohu | Indicative content

- Source of required materials, such external supplier, ex-stock.
- Factors to consider when scheduling a product for production, such as staff workload, customer completion time, availability of materials, staff holidays, availability of sub-contractors.
- Information recorded in job sheets/ job cards used in the workplace, such as job specifications, materials ordered and quantities, consents, start and completion date, related tasks, sub-contractors.
- Fabrication or trimming production process tasks and relevant time frames for each, such as marking out and cutting, sewing or welding, final assembly.
- Staffing, workspace, machinery, tools and equipment requirements for production, such as sewing machine, overlocker, welder, cutter plotter.
- Recording process tasks and associated detail using documentation, such as job sheet, job card, timebook.

Rauemi | Resources

Legislation, regulations and/or industry standards relevant to this skill standard include but are not limited to:

- Health and Safety at Work Act 2015.

Any new, amended or replacement Acts, regulations, standards, codes of practice, guidelines, or authority requirements or conditions affecting this skill standard will take precedence for assessment purposes, pending review of this skill standard.

Legislation can be accessed at: <https://www.legislation.govt.nz>.

Pārongo Whakaū Kouna | Quality assurance information

Ngā rōpū whakatau-paerewa Standard Setting Body	Hanga-Aro-Rau Engineering, Manufacturing and Logistics Workforce Development Council
Whakaritenga Rārangi Paetae Aromatawai DASS classification	Manufacturing > Industrial Textile Fabrication > Industrial Textile Fabrication Core Skills
Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga CMR	0014

Hātepe Process	Putanga Version	Rā whakaputa Review Date	Rā whakamutunga mō te aromatawai Last date for assessment
Rēhitatanga Registration	1	29 August 2024	N/A
Kōrero whakakapinga Replacement information	This skill standard replaced unit standards 28573 and 28574.		
Rā arotake Planned review date	31 December 2029		

Please contact Hanga-Aro-Rau Engineering, Manufacturing and Logistics Workforce Development Council at qualifications@hangaarorau.nz if you wish to suggest changes to this skill standard.