

40333**Stack product for fibreboard packaging**

Kaupae Level	3
Whiwhinga Credit	15
Whāinga Purpose	<p>This skill standard is intended for people who are already working in the fibreboard packaging industry and want to progress to an operator role. They will be able to set up and operate stacking machinery, stack product during a production run and complete post-production tasks for fibreboard packaging.</p> <p>This skill standard aligns with the New Zealand Certificate in Fibreboard Packaging (Level 3) with strands in Case Converting, Case Corrugating, and Carton Converting [Ref: 1819].</p>
Whakaakoranga me mātua oti Pre-requisites	Unit standard 340, <i>Demonstrate knowledge of safe working practices in the print industry</i> , or demonstrate equivalent knowledge and skills.

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

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
1. Confirm job requirements for fibreboard packaging.	a. Check job documentation to ensure that all specifications for the process being undertaken are met and report any discrepancies.
	b. Confirm equipment is available, as determined by the job documentation.
2. Adjust components on stacking machinery used in the fibreboard packaging industry.	a. Demonstrate the adjustments and positioning available on each component of stacking machinery.
	b. Demonstrate the locking and unlocking procedures on stacking machinery.

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
3. Set up and operate stacking machinery for fibreboard packaging.	a. Set initial machine settings and confirm they meet job requirements.
	b. Stack product to meet job requirements.
	c. Check stacking accuracy and rectify or report any faults found during production run.
	d. Implement proactive measures to minimise risks of problems or faults which could delay production at board changes.
	e. Follow waste disposal procedures and remove start up sheets.
	f. Count and label stacked product and ensure that job requirements are met.
4. Carry out post-production tasks for fibreboard packaging.	a. Check quantity and other job requirements against job documentation and rectify any discrepancies in quantity.
	b. Follow correct shut-down sequence for stacking machinery.
	c. Complete job documentation and note any amendments and variations for future reference.
	d. Carry out other post-production tasks as required by job documentation.

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

Assessment specifications:

Evidence presented for assessment against this skill standard must be consistent with safe working practices and be in accordance with applicable service information, workplace procedures and legislative requirements.

Definitions:

Job documentation refers to the documentation that is used in the workplace that contains the instructions and requirements for a particular production job. This may include but is not limited to – workplace orders, production orders, workplace specifications, samples, lay cards.

Job requirements refer to specific requirements for the fibreboard packaging job at hand. These requirements may or may not be covered in the job documentation and may include special instructions, quality requirements expected by the customer, and/or production standards as set down by the fibreboard packaging workplace and/or organisation.

Stacking accuracy refers to product stacked in the stacker hopper without skewing and/or jams, and with sheet edges being within ± 3 mm of the stack edge centre line.

Workplace procedures refer to organisation policies and procedures that are documented in memo, electronic, or manual format and available in the workplace. They may include but are not limited to – standard operating procedures, site specific procedures, site safety procedures, equipment operating procedures, quality assurance procedures, product quality specifications, manufacturer’s requirements, references, approved codes of practice, housekeeping standards, environmental considerations, on-site briefings, supervisor’s instructions, and procedures to comply with legislative and local body requirements relevant to the fibreboard packaging industry.

Ngā momo whiwhinga | Grades available

Achieved

Ihirangi waitohu | Indicative content

Stacking machinery

- Identification of main components and functions of stacking machinery.

Pallets

- Pallet inspection including checks for nails, broken boards and cleanliness.
- Labelling for easy identification.
- Use of slip sheets to meet required dimensions and orientation.
- Confirmation of availability and suitability of pallet or slip sheet prior to production run.

Manufactured products

- Identification of incorrect dimensions or specifications and any required corrective actions.
- Assessment of board for warp and any required corrective actions.
- Use of top sheets to protect product from damage.

Converted products

- Quality control checks to maintain board dimensions and specifications during production run, including board length and width, paper type, configuration and location of creases.
- Use of bottom sheets to maintain product quality and tie sheets to maintain stack integrity.

Rauemi | Resources

Legislation relevant to this skill standard includes but is 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 Kounga | Quality assurance information

Ngā rōpū whakatau-paerewa Standard Setting Body	Hanga-Aro-Rau Workforce Manufacturing, Engineering and Logistics Development Council
Whakaritenga Rārangi Paetae Aromatawai DASS classification	Manufacturing > Fibreboard Packaging > Fibreboard Packaging Production
Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga CMR	0013

Hātepe Process	Putanga Version	Rā whakaputa Review Date	Rā whakamutunga mō te aromatawai Last date for assessment
Rēhitatanga Registration	1	28 November 2024	N/A
Kōrero whakakapinga Replacement information	This skill standard replaced unit standard 27786 and unit standard 27810.		
Rā arotake Planned review date	31 December 2029		

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