

40339 Operate machinery to cut and crease printed substrates for fibreboard packaging

Kaupae Level	3
Whiwhinga Credit	45
Whāinga Purpose	<p>This skill standard is intended for people who are already working in the fibreboard packaging industry and want to progress into an operator role. They will be able to make ready and operate cutting and creasing machinery, cut and crease printed substrates to meet quality and job requirements, and carry out post-production tasks.</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. Check required job components against the job documentation and confirm their availability.
	c. Confirm equipment is available, as determined by the job documentation.
	d. Check condition of cutting forme to ensure that it meets the job requirements.

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
<p>2. Make ready for cutting and creasing printed substrates.</p>	a. Check printed substrate for printing faults, and report or rectify any faults.
	b. Check lead-in or break-away knives against sheet size and rectify any faults.
	c. Confirm cutting forme nicking requirements, and check cutting forme is nicked to meet the requirements of further processes.
	d. Rubber up cutting forme to meet the requirements of the cutting and creasing process.
	e. Set sheet detectors and lay positions to meet the job requirements, and confirm position from a proof.
	f. Set feeder and delivery positions to meet the job requirements.
	g. Prepare patch sheet and ensure that there is no damage to cutting forme or excessive pressure.
	h. Carry out final make-ready in preparation for production run.
	i. Set counting system to meet the job requirements.
<p>3. Cut and crease printed substrates to the required quality and production standard.</p>	a. Load substrate into machine and position to meet the job requirements.
	b. Run machine and make any final adjustments to ensure that the job requirements are met.
	c. Run job at an output level to ensure that the job and quality requirements are met.

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
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 before removing job from machine.
	b. Complete job documentation and note any amendments and variations for future reference.
	c. Check forme for damaged rules and report any faults, and store forme.
	d. Inspect press, adjust and maintain as required to ensure efficient operation and report any adjustments or maintenance that is unable to be carried out.

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.

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**Safety requirements**

- Machine start up and shutdown procedures.
- Emergency procedures for machinery being operated.
- Hazard identification and reporting.

Job requirements

- Selection of make-ready material to meet substrate and job requirements such as adhesive, rubber, cork, creasing matrix, knifeline or dieline.

Make ready

- Rectification of printing faults such as print against knifeline or dieline, print and gloss-free gluing areas, print registration, bleed, position, set-off, catch-up, hickies, lamination, warp in board or mis-registration.

Post-production tasks

- Documentation of pressure on the patch sheet.

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 10912.		
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.