

40612**Report and analyse data in a resource recovery environment**

Kaupae Level	4
Whiwhinga Credit	5
Whāinga Purpose	<p>This skill standard is intended for people who are already working in a resource recovery environment including resource recovery facilities, construction, demolition or manufacturing worksites. People credited with this skill standard will be able to comply with organisational reporting requirements, analyse and report data in a resource recovery environment.</p> <p>This skill standard aligns with the New Zealand Certificate in Resource Recovery (Level 4) with strands in Organic Materials Processing, Recovery and Recycling, and Metal Recycling [Ref: 2745] and may be used in programmes leading to qualifications and micro-credentials at Level 4 and above in other disciplines.</p>

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

Hua o te ako Learning outcomes	Paearu aromatawai Assessment criteria
1. Comply with organisational reporting requirements in a resource recovery environment.	a. Verify data to ensure that it is accurate for waste data reporting purposes.
	b. Report waste data into data system.
	c. Contribute to other regulatory reporting requirements in the workplace.
2. Analyse and report data in a resource recovery environment.	a. Analyse data to identify future supply, demand and cost recovery of material streams.
	b. Analyse data to identify future markets and future trends in recoverable materials.
	c. Report findings of data analysis to stakeholders.

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.

Definition

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 resource recovery industry.

Ngā momo whiwhinga | Grades available

Achieved

Ihirangi waitohu | Indicative content

Data reporting

- Data reporting methodologies to meet required reporting outcomes.
- Verification of data – where has data come from, how has it been obtained, confirmation of accuracy.
- Regulatory reporting requirements such as waste levy spending, waste minimisation activities, milestone reporting for government grants, supplying data for audits (e.g. materials stocktake).
- Organisational project reporting (where required).
- Machine hours and machine downtime (where applicable).

National waste data reporting requirements

- Data reporting requirements for different types of resource recovery facilities.
- Data reporting requirements including material categories, activity categories, contamination levels in recycling and site waste tonnages (gross tonnage, diverted tonnage and net tonnage of materials).

Data management

- Data management protocols.
- Data security.
- Principles for responsible use of data including privacy and ethical considerations when dealing with sensitive data.
- Data limitations and biases.

Rauemi | Resources

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

- Privacy Act 2020.
- Waste Minimisation Act 2008.
- Waste Minimisation (Calculation and Payment of Waste Disposal Levy) Amendment Regulations 2023.
- Waste Minimisation (Information Requirements) Amendment Regulations 2023.
- Ministry for the Environment. (2023). Te rautaki para | Waste Strategy. Available from: <http://www.mfe.govt.nz>.
- Ministry for the Environment. Waste Data Factsheets. Available from: <http://www.mfe.govt.nz>.
- Ministry for the Environment. (2022). *Waste disposal levy information and reporting requirements for site operators*. Available from: <http://www.mfe.govt.nz>.
- Ministry for the Environment. Ngā tatuaranga para | Waste statistics dashboard. Available from: <http://www.mfe.govt.nz>.
- Data.govt.nz. *Data toolkit*. Available from <https://data.govt.nz/toolkit/>.

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 Manufacturing, Engineering and Logistics Workforce Development Council
Whakaritenga Rārangi Paetae Aromatawai DASS classification	Service Sector > Resource Recovery > Resource Recovery Operations
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	24 April 2025	N/A
Kōrero whakakapinga Replacement information	N/A		
Rā arotake Planned review date	31 December 2029		

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