

FIELD BUSINESS**Reclassification, Revision and Rollover of *Management* unit standards****Existing classification**

Subfield	Domain	Id
Management	Employment Relations	19796-19798, 19800-19804
	Quality Management	8073, 8074, 8076-8078, 8081, 8082, 8084-8089, 20849

New classification

Subfield	Domain	Id
Business Operations and Development	Employment Relations	19796-19798, 19800-19804
	Quality Management	8073, 8074, 8076-8078, 8081, 8082, 8084-8089, 20849

NZQA National Qualifications Services has reclassified, revised and rolled over the unit standards listed above. The rollover is to maintain their currency until they are reviewed.

Date new versions published**July 2008****Planned review date****December 2012****Reason for the revision**

As part of the restructuring of Field Business, Subfield Management was designated 'Expiring'. As a result, the unit standards in domains Employment Relations and Quality Management need to be reclassified. The opportunity was taken to consult stakeholders about these changes and other minor issues pending a full review in 2011-2012.

Main changes resulting from the revision

This revision has made some changes to the unit standards, including:

- updating legislation, references, and ISO standards
- correcting errors
- increasing the credit allocation to unit standard 19797 to more fairly reflect the time needed to gain competence.

Impact on existing provider accreditations

Current Accreditation for			Accreditation extended to		
Nature of accreditation	Classification	Level	Nature of accreditation	Classification	Level
Subfield	Management	Any	Subfield	Business Operations and Development	Same
Domain	Employment Relations	Any	Domain	Employment Relations	Same
Domain	Quality Management	Any	Domain	Quality Management	Same

Impact on Accreditation and Moderation Action Plan (AMAP)

AMAP 0113 has been updated to reflect the changes made to the standards.

Impact on existing qualifications

Qualifications that contain the revised standards or classifications are tabled below.

Affected	The qualification lists a revised classification (domain or subfield) in an elective set The qualification lists a standard that has changes to level or credits
Not materially affected	The qualification lists a standard that has a new title The qualification lists a standard that has a new classification

The following NZQA qualifications are affected by the changes and will be revised or reviewed in 2008-09.

Qualification title	Classification in the qualification
National Diploma in Marketing with strands in General Marketing, Direct Marketing, International Marketing, Marketing Research, Sales Organisation and Management, Advertising, and Public Relations [Ref: 0424]	Employment Relations, Quality Management
National Certificate in Business (Level 4) (Introductory) or (Intermediate) [Ref: 0782]	Employment Relations, Quality Management
National Diploma in Business (Level 5) [Ref: 0783]	Quality Management
National Diploma in Business (Level 6) [Ref: 0784]	Quality Management
National Certificate in Business (First Line Management) (Level 3) [Ref: 0743]	Quality Management
National Certificate in Business (First Line Management) (Level 4) [Ref: 0649]	Quality Management

The following NZQA qualification is not materially affected by the changes. It will be updated when it is next reviewed.

Qualification title	Standards in the qualification
National Certificate in Quality Management [Ref: 0369]	8073, 8074, 8076, 8077, 8078, 8081, 8082, 8084-8089, 20849

The following qualifications are also affected by the changes. The standard setting bodies (SSBs) have been advised that they require revision.

Qualification title	Classification or standard in the qualification	SSB Name
National Certificate in Travel (Level 4) [Ref: 0113]	Quality Management	Aviation, Tourism and Travel Training Organisation
National Diploma in Tourism (Management) (Level 5) [Ref: 0473]	Employment Relations, Quality Management	
National Certificate in Proprietary Plaster Cladding Systems (Advanced) [Ref: 0787]	Quality Management	Building and Construction Industry Training Organisation
National Certificate in Food and Related Products Processing (Level 3) [Ref: 0343]	Quality Management	Competenz
National Certificate in Food and Related Products Processing (Level 3) [Ref: 0344]	Quality Management	
National Certificate in Baking (Level 3) [Ref: 0589]	Quality Management	

Qualification title	Classification or standard in the qualification	SSB Name
National Certificate in Baking (Instore/Franchise) (Level 4) [Ref: 1267]	Quality Management	
National Certificate in Electronic Manufacturing (Level 3) [Ref: 0434]	Quality Management	ElectroTechnology Industry Training Organisation
National Certificate in Electronic Manufacturing (Level 4) with strands in Manufacturing Technology, and Manufacturing Leadership [Ref: 0435]	Quality Management	
National Diploma in Security Management (Level 6) [Ref: 0562]	Quality Management	
National Certificate in Fire and Rescue Services (Vegetation) (Level 5) [Ref: 1184]	Quality Management	Fire and Rescue Services Industry Training Organisation
National Certificate in Forestry (Log Scaling) (Level 4) [Ref: 1211]	Quality Management	Forest Industries Training and Education Council (FITEC)
National Diploma in Hospitality (Business Management) (Level 5) [Ref: 0883]	Quality Management	Hospitality Standards Institute
National Certificate in Dairy Manufacturing (Process Skills) (Level 4) with optional strands in Product Safety, and People Skills [Ref: 1044]	Quality Management	New Zealand Industry Training Organisation
National Certificate in Meat Inspection Services (Poultry) (Level 3) [Ref: 1223]	Quality Management	
National Certificate in Meat Processing (Meat Product Specifications) with strands in Sheep and Lamb Products, and Beef Products [Ref: 1250]	Quality Management	
National Diploma in Plastics Processing Technology (Level 5) [Ref: 1004]	Quality Management	Plastics and Materials Processing Industry Training Organisation Incorporated
National Certificate in Printing (Direct Mail Production) (Level 4) [Ref: 1129]	Quality Management	Print New Zealand Training
National Certificate in Meat Retailing (Management) [Ref: 0716]	Quality Management	Retail Meat Industry Training Organisation
National Certificate in Public Sector Employment Relations (Partnership for Quality) (Level 4) [Ref: 1110]	19797	Learning State (trading name of the Public Sector Training Organisation)

The following qualifications are not materially affected by the changes. They will be updated when they are next reviewed.

Qualification title	Standards in the qualification	SSB Name
National Diploma in Wastewater Treatment (Site Technician) [Ref: 0966]	8085	Agriculture Industry Training Organisation
National Diploma in Drinking-Water with strands in Drinking-Water Assessment, and Water Treatment (Site Technician) [Ref: 1012]	8085	
National Certificate in Poultry Management (Level 4) [Ref: 1156]	8076	

National Certificate in Poultry Husbandry (Level 3) with strands in Egg Production, Poultry Hatchery, and Poultry Meat Production [Ref: 1177]	8081, 8085, 8086, 8087	
National Certificate in Textiles Manufacture (Technology) (Level 4) [Ref: 0638]	8089	Apparel and Textile Industry Training Organisation – Woollen Spinning Advisory Group
National Certificate in Wool Scouring (Early Stage Wool Processing) (Level 4) [Ref: 639]	8089	
National Certificate in Cleaning and Caretaking (Supervisor) [Ref: 1115]	8085	Building and Construction Industry Training Organisation
National Diploma in Engineering (Level 6) with strands in Mechanical Engineering, Production Engineering, and an optional Practical Endorsement strand [Ref: 0534]	8081	Competenz
National Certificate in Lifts and Escalators (Level 4) with strands in Installation, and Servicing [Ref: 0662]	8085	
National Certificate in Engineering - Fabrication (Level 5) with strands in Heavy Fabrication, Light Fabrication, and Welding [Ref: 0681]	8081, 8085	
National Certificate in Maintenance and Diagnostics in Mechanical Engineering (Level 5) [Ref: 0718]	8081, 8085	
National Certificate in Engineering Machining and Toolmaking (Level 5) [Ref: 0719]	8081, 8085	
National Certificate in Refrigeration and Air Conditioning (Level 5) [Ref: 0720]	8085	
National Certificate in Manufacturing and Mechanical Engineering (Level 4) [Ref: 0750]	8085	
National Certificate in Heating, Ventilating, and Air conditioning (Mechanical Services) (Level 5) [Ref: 0897]	8085	
National Certificate in Electricity Supply (Hydro Operator) (Level 4) [Ref: 0893]	8082	Electricity Supply Industry Training Organisation
National Certificate in Offender Management (Level 5) [Ref: 0975]	8085	ElectroTechnology Industry Training Organisation
National Certificate in Furniture Making (Level 4) [Ref: 0091]	8077, 8081, 8085, 8086, 8087	Forest Industries Training and Education Council (FITEC)
National Certificate in Furniture Finishing (Level 2) [Ref: 0790]	8081, 8085, 8086, 8087	
National Certificate in Forest Produce Inspection [Ref: 0908]	8084, 8085, 8086	
National Certificate in Biosecurity (Border Quarantine) with strands in International Cargo Clearance, International Vessel Clearance, International Aircraft Clearance, and International Mail Clearance [Ref: 0952]	8085	
National Certificate in Furniture Making (Level 3) [Ref: 0965]	8077, 8081, 8085, 8086, 8087	
National Certificate in Furniture Finishing (Level 3) [Ref: 1180]	8077, 8081, 8085, 8086, 8087	
National Certificate in Furniture Finishing (Level 4) [Ref: 1181]	8077	

National Certificate in Competitive Manufacturing with strands in Introductory Application, and Technical Application [Ref: 1215]	8087	
National Certificate in Competitive Manufacturing (Level 4) with an optional strand in Facilitation [Ref: 1216]	8081	
National Diploma in Professional Practice in Design and Construction Consultancy [Ref: 586]	8078, 8082	Infratrain
National Certificate in Civil Engineering - Asset Management (Operations) (Level 4) [Ref: 0760]	8073, 8074, 8081, 8085, 8086, 8087, 8088	
National Certificate in Public Sector Services (Client/Customer Services) (Level 3) [Ref: 0659]	8074, 8077, 8081, 8085, 8086, 8087	Learning State (formerly PSTO)
National Certificate in Public Sector Services (Client/Customer Services) (Level 4) [Ref: 0660]	8073, 8074, 8077, 8082, 8089	
National Certificate in Public Sector Services (Prison Instruction) (Level 4) [Ref: 1095]	8073, 8077, 8078, 8081, 8085, 8087	
National Certificate in Extractive Industries (Operations) with strands in Lime Milling, Surface Extraction, and Underground Extraction [Ref: 0248]	8074, 8085	New Zealand Extractive Industries Training Organisation
National Certificate in Gas Industry (Gas Engineering) with strands in Gas Network Operations, Gas Network Planning and Development, and Gas Utilisation [Ref: 0635]	8085	
National Diploma in Extractive Industries (Management) with strands in Surface Extraction, and Underground Extraction [Ref: 0806]	8078, 8089	
National Diploma in Drilling - Hydrocarbon (Rig Manager, Tool Pusher) (Level 5) with strands in Off Shore Drilling, and On Shore Drilling [Ref: 1338]	8078	
National Certificate in Meat Processing (Level 4) with strands in Supervisory Management, and Risk Management [Ref: 0692]	8077, 8081, 8084, 8085, 8086, 8087, 8089	New Zealand Industry Training Organisation
National Certificate in Motor Industry (Automotive Technical Supervision) [Ref: 0677]	8077, 8078, 8085, 8087	New Zealand Motor Industry Training Organisation (Incorporated)
National Diploma in Cranes (Management) (Level 6) [Ref: 1164]	8082	Opportunity – The Training Organisation
Plastics Processing Technology (Level 3) with strands in Injection Moulding, Extrusion, Blow Moulding, Pressure Thermoforming, Vacuum Thermoforming, Blown Film Extrusion, Film Conversion, Injection Stretch Blow Moulding, and Rotational Moulding [Ref: 0395]	8077, 8081, 8085, 8087	Plastics and Materials Processing Industry Training Organisation Incorporated
National Certificate in Plastics Processing Technology (Level 4) with strands in Injection Moulding, Extrusion, Blow Moulding, Thermoforming, Blown Film Extrusion, Injection Stretch Blow Moulding Single Stage, Injection Stretch Blow Moulding Two Stage, and Rotational Moulding [Ref: 0396]	8082, 8089	

National Certificate in Cablemaking (Level 3) with strands in Wiredrawing, Conductor Assembly, Extrusion, Cable Assembly, and Cable Testing [Ref: 0738]	8077, 8081, 8085, 8087	
National Certificate in Engineering and Technology (Glass Containers) (Level 3) [Ref: 0948]	8081, 8085, 8087	
National Certificate in Engineering and Technology (Glass Containers) (Level 4) [Ref: 0949]	8077, 8082, 8089	
National Diploma in Logistics Operations [Ref: 0960]	8074	Tranzqual ITO

Summary of main changes

All changes are in **bold**.

Current Classification Business > Management > Employment Relations
New Classification **Business > Business Operations and Development > Employment Relations**

Id	Title	Level	Credit
19796	Demonstrate knowledge of employment law	4	6
19797	Demonstrate knowledge of the history and environment of employment relations in New Zealand	4	4 6
19798	Demonstrate knowledge of the requirements of employment agreements	4	3
19800	Demonstrate knowledge of employment relationship problems and their resolution	4	4
19801	Prepare for, conduct and conclude bargaining for a collective employment agreement	6	10
19802	Prepare for, conduct and conclude bargaining for an individual employment agreement	5	8
19803	Implement and administer employment agreements	4	5
19804	Demonstrate knowledge of requirements for the termination of employment	4	4

Current Classification Business > Management > Quality Management
New Classification **Business > Business Operations and Development > Quality Management**

Id	Title	Level	Credit
8073	Establish, develop, and improve quality-focused aspects of supplier relationships	4	8
8074	Establish, develop, and improve quality-focused aspects of customer relationships	4	8
8076	Promote the participation of management and staff in quality initiatives	5	4
8077	Participate in a team to achieve specified quality improvement objectives	3	4
8078	Lead a team to achieve specified quality improvement objectives	5	6

Id	Title	Level	Credit
8081	Collect data for a specified purpose	3	8
8082	Analyse data and communicate information for a specified purpose	4	8
8084	Audit quality management systems for compliance with quality standards	6	14
8085	Demonstrate knowledge of quality and its management	3	4
8086	Demonstrate knowledge required for quality auditing	4	4
8087	Use core quality management tools	3	5
8088	Analyse quality costs	5	4
8089	Use statistical process control tools for the control and improvement of processes	4	6
20849	Develop and implement a plan to gather, analyse and report on information for management of quality	5	10