

Undertake wrapping for print production

Level 2

Credits 5

Purpose People credited with this unit standard are able to: follow safety requirements for the machinery being operated; check documentation and confirm requirements for the job are available; explain the fundamentals of a wrapping machine; prepare wrapping equipment for operation to meet job requirements; operate wrapping system; and carry out maintenance on the wrapping machine.

Subfield Printing

Domain Printing Production

Status Registered

Status date 21 August 2009

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Entry information Prerequisite: Unit 340, *Demonstrate knowledge of safe working practices in the print industry*, or demonstrate equivalent knowledge and skills.

Accreditation Evaluation of documentation by NZQA and industry.

Standard setting body (SSB) Communications and Media Industry Training Organisation

Accreditation and Moderation Action Plan (AMAP) reference 0005

This AMAP can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Special notes

- 1 All workplace practices must meet any applicable and recognised codes of practice, and documented workplace health, safety, and environmental procedures for personal, product, and workplace health, safety, and environmental matters, and the obligations required under current law including the Health and Safety in Employment Act 1992, Hazardous Substances and New Organisms Act 1996, Resource Management Act 1991, Privacy Act 1993 and their subsequent amendments.

- 2 Assessment against this unit standard can be for either a stretch-wrapping machine or a shrink-wrapping machine depending on workplace practices.
- 3 **Definitions**
job requirements refer to specific requirements for the 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 workplace and/or company;
work area refers to the immediate area (within the workplace) where the learner is working;
workplace practices refer to the documented procedures for the machine and/or workplace.

Elements and performance criteria

Element 1

Follow safety requirements for the machinery being operated in accordance with workplace practices.

Performance criteria

- 1.1 Machine start-up, shutdown, and emergency procedures in the workplace are explained and followed.
- 1.2 Risk awareness and hazard control measures, as circulated by the company, are described and followed.
- 1.3 Potential and actual hazards in the workplace are identified and reported.

Element 2

Check documentation and confirm requirements for the job are available in accordance with workplace practices.

Performance criteria

- 2.1 Job documentation is checked to ensure that all specifications for the process being undertaken are complete, and any discrepancies are reported.
- 2.2 Components required for the job are checked against the job documentation and their availability is confirmed.
- 2.3 Equipment, as determined by the job documentation, is confirmed as available.

Element 3

Explain the fundamentals of a wrapping machine.

Range one of – stretch-wrapping machine, shrink-wrapping machine.

Performance criteria

- 3.1 The operating parameters and capability of a wrapping machine are explained.
- 3.2 Operating components of a wrapping machine are identified, and their purpose is explained.

Element 4

Prepare wrapping equipment for operation in accordance with workplace practices to meet job requirements.

Performance criteria

- 4.1 Film grade and tension are selected to suit the product being wrapped.
- 4.2 Product to be wrapped is identified from the job documentation.

Element 5

Operate wrapping system in accordance with workplace practices.

Performance criteria

- 5.1 Product is wrapped to meet the job requirements.
Range safety, required quality, running speed.
- 5.2 Faults found while wrapping the product are recognised and rectified.
- 5.3 Materials handling equipment is used.
- 5.4 Machine and surrounding work area are cleaned.
- 5.5 Job documentation is completed.

Element 6

Carry out maintenance on the wrapping machine in accordance with workplace practices.

Performance criteria

- 6.1 Machine is inspected, adjusted, and maintained to ensure efficient operation.
- 6.2 Adjustments and/or maintenance unable to be carried out are reported.

Please note

Providers must be accredited by NZQA, or an inter-institutional body with delegated authority for quality assurance, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by NZQA before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact the Communications and Media Industry Training Organisation info@cmito.co.nz if you wish to suggest changes to the content of this unit standard.