

<b>Title</b>	<b>Operate an automated high-speed reel to folded sheet converting system</b>		
<b>Level</b>	<b>4</b>	<b>Credits</b>	<b>10</b>

<b>Purpose</b>	People credited with this unit standard are able to: demonstrate knowledge of the operation of a high-speed reel to folded sheet converting machine producing tissue products; operate a high-speed reel to folded sheet converting machine; and monitor and control the performance of a high-speed reel to folded sheet converting machine.
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<b>Classification</b>	Wood Fibre Manufacturing > Tissue Converting
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<b>Available grade</b>	Achieved
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### Guidance Information

#### 1 Legislation and references

Legislation, regulations and/or industry standards relevant to this unit standard include but are not limited to the:

- Health and Safety at Work Act 2015
- Resource Management Act 1991.

Any new, amended or replacement Acts, regulations, standards, codes of practice, guidelines, or authority requirements or conditions affecting this unit standard will take precedence for assessment purposes, pending review of this unit standard.

#### 2 Definitions

*Tissue products* refer to bathroom tissue, towel, napkins, and facial tissue.

*Worksite policies and procedures* refer to documented policies and to documented or other directions provided to staff. These include but are not limited to – ways of managing health and safety, environmental considerations, quality, and production, and must conform to legislation. Examples include – standard operating procedures, company health and safety plans, on-site briefings, and supervisor's instructions.

#### 3 Assessment information

Evidence presented for assessment against this unit standard must be consistent with safe working practices and be in accordance with applicable service information, worksite policies and procedures and legislative requirements. This includes the knowledge and use of worksite specific equipment, procedures, and practices. This unit standard may be assessed in the workplace using naturally occurring evidence or in a simulated environment that demands performance equivalent to that required in the workplace. All activities and evidence must be in accordance with worksite policies and procedures.

This unit standard does not include loading and thread up of raw materials or the changeover of a high-speed reel to folded sheet converting machine.

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## Outcomes and performance criteria

### Outcome 1

Demonstrate knowledge of the operation of a high-speed reel to folded sheet converting machine producing tissue products.

#### Performance criteria

- 1.1 The operational capabilities of a high-speed reel to folded sheet converting machine are described.
- 1.2 The purpose of the operating components and process controls of a high-speed reel to folded sheet converting machine is explained.

Range operating components and process controls may include but are not limited to – folding carriage, slitting unit, embosser, computer control system, calender roller, transfer belts, in feed nip rollers, transfer table, unwind stands, nip rollers, printers, drawrollers, dancer rollers, slitting blades, count mechanism, forming plates, tuckers and grippers, gearing, cams, clearances, switches, drive chains and belts, anvils, electronic sensors, mount hope rollers, delivery table.

- 1.3 Hazards associated with a high-speed reel to folded sheet converting machine and the role of relevant protective equipment and safety features are explained in accordance with worksite policies and procedures.

Range hazards may include but are not limited to – in running nips, moving parts, automated processes, sharp edges, hot machine parts, chemicals, noise, compressed air.  
evidence of a minimum of five is required.  
safety features may include but are not limited to – energy isolation procedures, lockouts, emergency stops, guards.

- 1.4 The consequences of non-conformance with worksite policies and procedures are explained.

### Outcome 2

Operate a high-speed reel to folded sheet converting machine.

**Performance criteria**

- 2.1 Safe work practices associated with operating a high-speed reel to folded sheet converting machine are demonstrated.
- Range practices may include but are not limited to – energy isolation procedures, lock outs, emergency stops, machine guarding, wearing of appropriate safety equipment.
- 2.2 The high-speed reel to folded sheet converting machine is started up, operated, stopped and shut down.
- 2.3 Product quality is achieved by means of setting and/or adjustment of the system.
- Range production requirements include – product quality and production rate.
- 2.4 Non-conforming reels are rejected and reported.
- 2.5 Equipment faults, malfunctions, and damaged or worn-out parts are reported.
- Range equipment faults may be – mechanical, electrical, hydraulic, or pneumatic.
- 2.6 Lubrication and oil levels are maintained.
- 2.7 The high-speed reel to folded sheet converting machine and work area are cleaned.

**Outcome 3**

Monitor and control the performance of a high-speed reel to folded sheet converting machine.

**Performance criteria**

- 3.1 Productivity and quality is maintained by means of monitoring performance and adjustment of control parameters.
- 3.2 Product quality checks are carried out and corrective action is taken.
- 3.3 Waste is minimised and recycled.
- 3.4 Rejection of any out of specification product is carried out.

<b>Planned review date</b>	31 December 2028
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**Status information and last date for assessment for superseded versions**

Process	Version	Date	Last Date for Assessment
Registration	1	29 June 1999	31 December 2012
Review	2	23 November 2003	31 December 2012
Rollover and Revision	3	26 January 2007	31 December 2012
Review	4	21 July 2011	31 December 2025
Review	5	29 June 2023	N/A

**Consent and Moderation Requirements (CMR) reference**

0013

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

**Comments on this unit standard**

Please contact Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development Council [qualifications@hangaarorau.nz](mailto:qualifications@hangaarorau.nz) if you wish to suggest changes to the content of this unit standard.