

Title	Interpret wood product specifications and establish worksite implementation		
Level	4	Credits	10

Purpose	People credited with this unit standard are able to: interpret wood product requirements; determine and order materials and equipment; plan and schedule the wood product manufacturing process; establish the production process and monitor wood product.
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Classification	Solid Wood Manufacturing > Wood Product Manufacturing Skills
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Available grade	Achieved
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Guidance Information

- 1 Legislation
Health and Safety at Work Act 2015.
Resource Management Act 1991.
- 2 Definitions
Accepted industry practice refers to approved codes of practice and standardised procedures accepted by the wider wood manufacturing industry as examples of best practice.
Specifications refers to documented instructions (oral, written, graphic) and may include but are not limited to the following: customer specifications, notes, plans; manufacturer's specifications, instructions or recommendations; material specifications; specifications from a specialist source such as a designer, engineer, supervisor or work specific drawings, schedules or other requirements;
Workplace procedures refer to documented policies and procedures set by the organisation carrying out the work, and to documented or other directions provided to staff, and applicable to the tasks being carried out. 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, 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 wood manufacturing sector.
- 3 Assessment information
All activities and evidence must be in accordance with workplace procedures and accepted industry practice.

Outcomes and performance criteria

Outcome 1

Interpret wood product requirements.

Performance criteria

- 1.1 Wood product specifications are identified and checked against customer requirements.
- Range may include but is not limited to – materials, tolerances, dimensions, parameters, volumes, costing.
- 1.2 Production requirements are determined from the orders received.
- 1.3 Specifications and production requirements are checked with relevant personnel.
- 1.4 Wood product requirements are checked and confirmed to be within the capability of equipment and raw materials.
- 1.5 Any legal requirements for the wood products are identified.
- Range legal requirements may include but are not limited to – relevant New Zealand and international regulations identified for product type and operating environment; regulatory requirements are identified to match intended use.
- 1.6 Verification and approval is sought from senior management of the interpretation of the wood product specifications, to ensure they meet customer, legal, and company requirements.

Outcome 2

Determine and order materials and equipment.

Performance criteria

- 2.1 Raw material requirements are determined, and orders are placed to ensure timely supply.
- 2.2 Production methods are determined for the wood product, and the availability of equipment required to complete the process is confirmed.

Outcome 3

Plan and schedule the wood product manufacturing process.

Performance criteria

- 3.1 Manufacturing sequence is identified and confirmed.

- 3.2 Schedules are developed including materials, equipment, and labour necessary to meet customer time requirements.
- 3.3 Skills and knowledge required for implementation of the process are identified and any required training is arranged.
- 3.4 Schedules are communicated to operational staff.
- 3.5 Raw material and equipment deliveries are monitored, and actions are taken as required, to ensure that scheduled timing are met.

Outcome 4

Establish the production process and monitor wood product.

Performance criteria

- 4.1 Wood product production requirements are communicated to plant operators.
Range may include but is not limited to – briefing meetings, publication of drawings and written instructions.
- 4.2 Technical and practical assistance is given to plant operators in setting up the production equipment and raw materials are checked.
- 4.3 Initial wood products are inspected to ensure they meet the customer requirements.
- 4.4 Any product and equipment faults are identified and corrected.
- 4.5 Feedback is recorded and documented.
- 4.6 Communication with other workers, and production, maintenance, and quality records are completed.

Planned review date	31 December 2024
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	28 April 2003	31 December 2020
Review	2	18 December 2006	N/A
Review	3	22 October 2020	N/A

Consent and Moderation Requirements (CMR) reference	0013
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Competenz qualifications@competenz.org.nz if you wish to suggest changes to the content of this unit standard.