
WOOD MANUFACTURING
Analyse business management
structures and processes applied in the
wood manufacturing industry

level:	5
credit:	5
planned review date:	September 2005
sub-field:	Wood Processing Technology
purpose:	People credited with this unit standard are able to: evaluate the internal and external factors and their impact on a wood manufacturing organisation's performance; describe and evaluate organisational structures and their effectiveness in achieving business goals; and analyse the way compliance with legislation is managed in a wood manufacturing organisation.
entry information:	Open.
accreditation option:	Evaluation of documentation and visit by NZQA and industry.
moderation option:	A centrally established and directed national moderation system has been set up by Forest Industries Training.
special notes:	<ol style="list-style-type: none">1 Definitions <i>Organisational structure</i> refers to the framework within which the business applies its resources and effectively operates. <i>Business environment</i> refers to both internal and external factors that impact on an organisation's operational effectiveness. <i>Legislation</i> refers to the Health and Safety in Employment Act 1992, Resource Management Act 1991, Employment Relations Act 2000, and their subsequent amendments or replacements.2 Assessment for this unit standard will be based on analysis and comparison of a specified industry workplace with business concepts covered in this unit standard.

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- 3 This unit standard is designed for the proposed National Diploma in Wood Manufacturing (Level 5).

Elements and Performance Criteria

element 1

Evaluate the internal and external factors and their impact on a wood manufacturing organisation's performance.

performance criteria

- 1.1 Analysis of internal factors impacting on the organisation's performance includes organisational culture, resource performance, compliance with mission and vision statements, and complexity of product mix.

Range: strengths, weaknesses.

- 1.2 Analysis of external factors impacting on the organisation's performance includes exchange rates, competition in the domestic and international marketplace, competition with substitute products, compliance with marketplace standards, and availability of skills.

element 2

Describe and evaluate organisational structures and their effectiveness in achieving business goals in a wood manufacturing organisation.

performance criteria

- 2.1 Description covers a range of organisational structures in the wood manufacturing industry.

Range: at least two of – horizontal and vertical integration, functional structure, divisional structure.

- 2.2 Evaluation compares the advantages and disadvantages of each structure.

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- 2.3 Evaluation includes charting the organisational structure of one of the structures from performance criterion 2.1 and determining the effectiveness for achieving company goals.
- 2.4 Evaluation identifies the inter-relationship of management levels and their relevance to the organisational structure of the wood manufacturing organisation.
- 2.5 Evaluation identifies system requirements for the management and control of people in the wood manufacturing organisation.
- Range: systems - timekeeping, pay, discipline, training, leave, incident and accident reporting.

element 3

Analyse the way compliance with legislation is managed in a wood manufacturing organisation.

performance criteria

- 3.1 Analysis identifies how principles of the Resource Management Act are integrated into the management of a wood manufacturing site.
- 3.2 Analysis identifies how principles of the Health and Safety in Employment Act are integrated into the management of a wood manufacturing site.
- 3.3 Analysis identifies how the key provisions of the Employment Relations Act are integrated into the management of a wood manufacturing site.

Comments on this unit standard

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

Please Note

Providers must be accredited by the Qualifications Authority or a delegated inter-institutional body before they can register credits from assessment against unit standards or deliver courses of study leading to that assessment.

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Industry Training Organisations must be accredited by the Qualifications Authority 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 providers wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

This unit standard is covered by AMAP 0173 which can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.