

Title	Analyse manual handling processes in an organisation using competitive systems and practices		
Level	3	Credits	5

Purpose	<p>This standard comprises this cover sheet and Australian unit of competency MSS403032A.</p> <p>People credited with this standard are able to: assess manual handling risks; analyse physical effort requirements of job; determine time/effort components of physical effort; analyse the ergonomics of physical effort; and optimise application of physical effort in an organisation using competitive systems and practices.</p>
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Classification	Manufacturing Skills > Competitive Systems and Practices
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Available grade	Achieved
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Australian Qualifications Framework Details

Unit of Competency Code	MSS403032A
Unit of Competency Name	Analyse manual handling processes
Developer	Manufacturing Skills Australia (MSA)

Explanatory notes

- 1 The Australian unit of competency can be accessed using this link: [MSS403032A *Analyse manual handling processes*](#). The MSS11 Sustainability Training Package, which contains the Competitive Systems and Practices qualifications, can be downloaded from the National Register, for the Vocational Education and Training (VET) Sector website (training.gov.au). This standard has been registered on New Zealand's National Qualifications Framework (NQF) as part of the Mutual Recognition of Vocational Education and Training Qualifications between Australia and New Zealand, and has been endorsed by Competenz.
- 2 Memorandum of Understanding
MSA the Manufacturing Industry Skills Council are developers of the Sustainability Training Package. A memorandum of understanding has been established between Competenz, and MSA. The memorandum of understanding outlines: the agreement between Competenz and MSA on moderation in New Zealand, the accreditation of providers in New Zealand, and the provision for participation of the New Zealand industry in the review of this competency standard in the future. Further information relating to accreditation and moderation of this standard is outlined in CMR 0188.

- 3 All workplace practices must meet recognised codes of practice, and documented workplace health, safety and environmental procedures (where these exceed the code) for personal, product, workplace health, safety, and environmental matters and the obligations required under current laws.
- 4 **Definition**
Competitive systems and practices may include, but are not limited to: lean operations, agile operations, preventative and predictive maintenance approaches, monitoring and data gathering systems, such as Systems Control And Data Acquisition (SCADA) software, Enterprise Resource Planning (ERP) systems, Materials Resource Planning (MRP) and proprietary systems, statistical process control systems, including six sigma and three sigma, Just in Time (JIT), kanban and other pull-related operations control systems, supply, value, and demand chain monitoring and analysis, 5S, continuous improvement (kaizen), breakthrough improvement (kaizen blitz), cause/effect diagrams, overall equipment effectiveness (OEE), takt time, process mapping, problem solving, run charts, standard procedures, current reality tree. Competitive systems and practices should be interpreted so as to take into account; the stage of implementation of competitive systems and practices; the size of the enterprise; the work organisation, culture, regulatory environment and the industry sector.

Planned review date	31 December 2020
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	27 September 2005	31 December 2015
Revision	2	16 November 2005	31 December 2015
Revision	3	20 June 2006	31 December 2018
Review	4	10 December 2015	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>.

Please note

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

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMRs). The CMR 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 standard

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