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| <b>Title</b> | <b>Plan, organise, and lead a site visit for developing a zero waste partnering programme</b> |                |          |
| <b>Level</b> | <b>5</b>  | <b>Credits</b> | <b>6</b> |

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| <b>Purpose</b> | People credited with this unit standard are able to: plan and organise a site visit for developing a partnering programme for resource efficiency or cleaner production; and lead a site visit for developing a zero waste partnering programme. |
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| <b>Classification</b> | Zero Waste > Zero Waste Theory and Practice |
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| <b>Available grade</b> | Achieved |
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## Guidance Information

References relevant to this unit standard include but are not limited to:

*The New Zealand Waste Strategy: Reducing Harm, Improving Efficiency* 2010 Ministry for the Environment, available at <http://www.mfe.govt.nz>.

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## Outcomes and performance criteria

### Outcome 1

Plan and organise a site visit for developing a partnering programme for resource efficiency or cleaner production.

### Performance criteria

- 1.1 Planning confirms requirements for the visit with key personnel in sufficient time to organise participants, transport and contingency plan.

Range requirements – time, equipment, documentation, operations, safety, transport arrangements, follow-up; key personnel may include but are not limited to – project leader, senior management, site manager, site staff, potential partner representatives.

- 1.2 Determination of participants in the visit meets potential partners' requirements for establishing sufficient and relevant information to inform programme decision making.

Range participants may include but are not limited to – technical advisors, marketing staff, management, partner representatives, operations staff.

- 1.3 Organising ensures that participants receive key information prior to the visit.
- Range key information – partnering options, time, location, transport, documentation, site safety, individual responsibilities.
- 1.4 Data for resource efficiency or cleaner production are collected and recorded in accordance with requirements confirmed in planning the visit.
- Range data – quantity, type; recording may include – observation sheets, process diagrams, video.

## Outcome 2

Lead a site visit for developing a zero waste partnering programme.

### Performance criteria

- 2.1 Participants are welcomed to the site with a site safety induction.
- 2.2 At the commencement of the visit, key information is reviewed to inform participants of site-specific details and individual responsibilities.
- Range may include but is not limited to – partnering options, clarification of concepts, scope and limits of proposed programme.
- 2.3 Data or samples are presented from all stages of site operations to enable informed decisions to be made about the resource efficiency or cleaner production programme.
- Range data – energy use, water use, costs, material types, material quantities, waste quantities, consistency of scrap, regularity of supply; stages – design, inputs, process, packaging, waste removal.
- 2.4 Information is presented that identifies and explains local concerns and possible barriers to implementation of the programme.
- 2.5 A follow-up session, for discussion and feedback on information and issues arising from the visit, is scheduled to meet confirmed requirements.
- 2.6 Visit allows opportunities for networking among visitors and site staff that promotes zero waste.

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| <b>Planned review date</b> | 31 December 2023 |
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**Status information and last date for assessment for superseded versions**

| Process               | Version | Date            | Last Date for Assessment |
|-----------------------|---------|-----------------|--------------------------|
| Registration          | 1       | 26 January 2007 | N/A                      |
| Rollover and Revision | 2       | 28 March 2019   | N/A                      |

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

0014

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

**Comments on this unit standard**

Please contact MITO New Zealand Incorporated [info@mito.org.nz](mailto:info@mito.org.nz) if you wish to suggest changes to the content of this unit standard.