

<b>Title</b>	<b>Maintain process consumables in a wood manufacturing operation</b>		
<b>Level</b>	<b>2</b>	<b>Credits</b>	<b>5</b>

<b>Purpose</b>	People credited with this unit standard are able to: place process consumables in storage in a wood manufacturing operation; maintain process consumables in storage in a wood manufacturing operation; and describe systems used to prevent damage and wastage of process consumables in a wood manufacturing operation.
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<b>Classification</b>	Wood Manufacturing - Generic Skills > Wood Manufacturing Foundation Skills
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<b>Available grade</b>	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.  
*Process consumables* refers to wrapping and strapping materials; gluts; bearers; fillets, marking inks and paints; lubrication oil; labels; banners; saw blades; sander belts; or similar materials used in the manufacture, finishing and despatch of wood products.  
*Wood manufacturing* refers to solid wood, pulp and paper, wood panels, or wood product manufacturing.  
*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 Range  
Evidence is required of three process consumables.

#### 4 Assessment information

All activities and evidence must meet workplace procedures and accepted industry practice.

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## Outcomes and performance criteria

### Outcome 1

Place process consumables in storage in a wood manufacturing operation.

#### Performance criteria

- 1.1 Storage requirements are matched to type of process consumables.
- 1.2 Process consumables are stored on site using the stock location system.
- 1.3 Equipment for storing process consumables is used.
- 1.4 Procedures used to place process consumables in storage are complied with.

### Outcome 2

Maintain process consumables in storage in a wood manufacturing operation.

#### Performance criteria

- 2.1 The condition of process consumables is monitored, and corrective actions are taken in accordance with product requirements.

Range product requirements may include but are not limited to – dust free, dryness, humidity, temperature, dangerous or hazardous goods.

- 2.2 Process consumables are rotated.
- 2.3 The process used to ensure stock levels of the process consumables are maintained at required levels is described.
- 2.4 Housekeeping of storage areas is maintained.

### Outcome 3

Describe systems used to prevent damage and wastage of process consumables in a wood manufacturing operation.

#### Performance criteria

- 3.1 Conditions that could cause damage to process consumables are identified.
- 3.2 Routine procedures developed to prevent damage to process consumables are described.

- 3.3 Factors that could cause wastage of process consumables are identified.
- 3.4 Routine procedures developed to prevent wastage of process consumables are described.

<b>Planned review date</b>	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	18 December 2006	31 December 2020
Review	2	25 January 2008	N/A
Review	3	28 May 2020	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	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](mailto:qualifications@competenz.org.nz) if you wish to suggest changes to the content of this unit standard.