

Title	Explain production planning and control processes used in a wood manufacturing operation		
Level	4	Credits	5

Purpose	People credited with this unit standard are able to explain: the key elements of production planning in a wood manufacturing operation; and the importance of production control processes in a wood manufacturing operation.
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Classification	Wood Manufacturing - Generic Skills > Wood Manufacturing Coordination
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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 sawmilling industry as examples of best practice.
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 industry sector.
- 3 Assessment information
 - a Candidates will follow the procedures and instructions for a sample production job. Although they do not have responsibility for implementing the production plan, they must demonstrate that they have a clear understanding of the processes and the reasons behind them.
 - b All activities and evidence must meet workplace procedures and accepted industry practice.

Outcomes and performance criteria

Outcome 1

Explain the key elements of production planning in a wood manufacturing operation.

Range planning, routing, scheduling, allocating.

Performance criteria

- 1.1 Production planning is explained in terms of resources required to meet job specifications.
- Range raw material availability, market demands, critical equipment capacity and capability, processing times, product stock levels and rotation regimes, staff availability.
- 1.2 The importance of routing to achieve maximum efficiency of resource utilisation and to meet requirements of the job is explained.
- 1.3 Scheduling of required production hours and job commencement times to meet completion dates of the job is explained.
- 1.4 Allocation of instructions, materials, and processes required to meet job specifications and completion date are explained.
- 1.5 The importance of monitoring work-in-progress against production schedules is explained.
- 1.6 The use of a production planning board or system for scheduling work is explained.
- 1.7 The importance of planning the balance of market demands against inventory volumes, stock rotation, production time through the required processes, and equipment capability and capacity; and the financial impact of getting this balance wrong are explained.

Outcome 2

Explain the importance of production control processes in a wood manufacturing operation.

Performance criteria

- 2.1 The need to monitor equipment capacity utilisation is explained.
- 2.2 The importance of inventory control is explained in terms of ensuring availability of the appropriate raw materials and consumable supplies.
- 2.3 The importance of monitoring the supply of raw material and consumable products is explained.

- 2.4 The importance of monitoring the achievement of quality standards and procedures is explained.
- 2.5 The importance of allowances for downtime and maintenance programmes when scheduling production is explained.
- 2.6 The impacts of poor production planning and control on the financial performance of a specified production unit are explained.

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	18 December 2006	N/A
Review	2	28 May 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.