

Title	Operate a reel to folded sheet converting machine with an automated separation system producing tissue products		
Level	3	Credits	10

Purpose	People credited with this unit standard are able to: demonstrate knowledge of the operation of a reel to folded sheet converting machine with an automated separation system producing tissue products; operate a reel to folded sheet converting machine with an automated separation system; and monitor and control the performance of a reel to folded sheet converting machine with an automated separation system.
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Classification	Wood Fibre Manufacturing > Tissue Converting
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Available grade	Achieved
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Guidance Information

- 1 Legislation, regulations and/or industry standards relevant to this unit standard include but are not limited to the:
 - Health and Safety at Work Act 2015
 - Resource Management Act 1991.

Any new, amended or replacement Acts, regulations, standards, codes of practice, guidelines, or authority requirements or conditions affecting this unit standard will take precedence for assessment purposes, pending review of this unit standard.

- 2 Definitions

Tissue products refer to bathroom tissue, towel, napkins, and facial tissue.

Worksite policies and procedures refer to documented policies and to documented or other directions provided to staff. These include but are not limited to – ways of managing health and safety, environmental considerations, quality, and production, and must conform to legislation. Examples include – standard operating procedures, company health and safety plans, on-site briefings, and supervisor's instructions.
- 3 Range

The machines covered in this unit standard may include but are not limited to – interfolders, multi-folders, C-fold folders.

Evidence of one is required.

4 Assessment information

Evidence presented for assessment against this unit standard must be consistent with safe working practices and be in accordance with applicable service information, worksite policies and procedures and legislative requirements. This includes the knowledge and use of worksite specific equipment, procedures, and practices.

This unit standard may be assessed in the workplace using naturally occurring evidence or in a simulated environment that demands performance equivalent to that required in the workplace. All activities and evidence must be in accordance with worksite policies and procedures.

This unit standard does not include loading and thread up of raw materials or the changeover of a reel to folded sheet converting machine with an automated separation system.

Outcomes and performance criteria

Outcome 1

Demonstrate knowledge of the operation of a reel to folded sheet converting machine with an automated separation system producing tissue products.

Performance criteria

- 1.1 The operational capabilities of a reel to folded sheet converting machine with an automated separation system are described.
- 1.2 The purpose of the operating components of a reel to folded sheet converting machine with an automated separation system is explained.
- Range operating components may include but are not limited to – unwind stands, nip rollers, embossers, draw-rolls, dancer rollers, perforation blades, bedrolls, lap rolls, retard rolls, cut-off knives, pin rollers, vacuum rolls, count mechanism, tuckers and grippers, gearing, cams, clearances, switches, drive chains and belts, anvils, electronic sensors, mount hope rollers, computer control system, picking fingers, separator fingers, count fingers, separation carriages, transfer belts, delivery table.
- 1.3 Hazards associated with a reel to folded sheet converting machine and the role of relevant protective equipment and safety features are explained.
- Range hazards may include but are not limited to – in running nips, moving parts, automated processes, sharp edges, hot materials and machine parts, chemicals, noise; evidence of a minimum of five is required; safety features may include but are not limited to – energy isolation procedures, lockouts, emergency stops, guards.
- 1.4 The consequences of non-conformance with worksite policies and procedures are explained.

Outcome 2

Operate a reel to folded sheet converting machine with an automated separation system.

Performance criteria

2.1 Reel to folded sheet converting machine with an automated separation system is started up, operated, stopped and shut down.

2.2 Production requirements are achieved by setting and/or adjustment of the system.

Range production requirements include – product quality and production rate.

2.3 Non-conforming reels are rejected and reported.

2.4 Equipment faults, malfunctions, and damaged or worn-out plant are identified and reported.

Range equipment faults may be – mechanical, electrical, hydraulic, or pneumatic.

2.5 Lubrication and oil levels are maintained.

2.6 The reel to folded sheet converting machine, and work area are cleaned.

Outcome 3

Monitor and control the performance of a reel to folded sheet converting machine with an automated separation system.

Performance criteria

3.1 Productivity and quality is maintained by monitoring performance and adjustment of control parameters.

3.2 Waste is minimised and recycled.

3.3 Rejection of any out of specification product is carried out.

Planned review date	31 December 2028
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	27 October 2006	31 December 2012
Review	2	21 July 2011	31 December 2026
Review	3	29 June 2023	N/A
Revision	4	28 August 2025	N/A

Consent and Moderation Requirements (CMR) reference

0013

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

Comments on this unit standard

Please contact Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development Council qualifications@hangaarorau.nz if you wish to suggest changes to the content of this unit standard.