

Title	Operate a guillotine for resource recovery operations		
Level	2	Credits	8

Purpose	<p>This unit standard is for people who are currently working in the resource recovery industry processing waste materials.</p> <p>People credited with this unit standard are able to: demonstrate knowledge of a guillotine; prepare to operate a guillotine for processing a recoverable resource; demonstrate the operation of a guillotine; use a guillotine to process a recoverable resource; and demonstrate maintenance of a guillotine and work area.</p>
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Classification	Resource Recovery > Resource Recovery Operations
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Available grade	Achieved
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Guidance Information

- 1 All work practices must comply with the:
Health and at Work Act 2015;
guillotine manufacturer's instructions, where available.
- 2 Personal protective equipment must be used throughout operations in accordance with company procedures.
- 3 Candidates for this unit standard are required to process waste materials such as textiles and plastic. This unit standard excludes using a guillotine in the printing industry, which is covered in unit standard 17390.
- 4 Definition
Company procedures mean the documented methods for performing work activities and include health and safety, environmental, and quality management requirements. They may refer to manuals, codes of practice, or policy statements.

Outcomes and performance criteria

Outcome 1

Demonstrate knowledge of a guillotine.

Performance criteria

- 1.1 The potential hazards of guillotines are identified and hazard controls are outlined in accordance with guillotine manufacturer's instructions and company procedures.
- 1.2 The mechanical functions of a guillotine are described in accordance with guillotine manufacturer's instructions and company procedures.

Outcome 2

Prepare to operate a guillotine for processing a recoverable resource.

Performance criteria

- 2.1 Job requirements are confirmed in accordance with company procedures.
- 2.2 Prestart checks are demonstrated in accordance with guillotine manufacturer's instructions and company procedures.
- 2.3 The guillotine is set up in accordance with company procedures and guillotine manufacturer's instructions.
- 2.4 Machine settings allow process requirements to be met.
- 2.5 The set up is completed within timeframes specified by the company.

Outcome 3

Demonstrate the operation of a guillotine.

Performance criteria

- 3.1 Startup and shutdown procedures are demonstrated in accordance with company procedures and guillotine manufacturer's instructions.
- 3.2 Guillotine is operated safely in accordance with guillotine manufacturer's instructions and company procedures.
- 3.3 Settings are maintained during operation in accordance with company procedures.
 - Range settings may include but are not limited to – size, shape, contamination limit;
maintenance may include but is not limited to – minor adjustments to machines, notifying person responsible for corrective action.

Outcome 4

Use a guillotine to process a recoverable resource.

Performance criteria

- 4.1 Job requirements are confirmed in accordance with company procedures.
- 4.2 A recoverable resource is received and fed into the process in accordance with company procedures.
- 4.3 Resource is broken down to meet client requirements in accordance with company procedures.
- 4.4 Processed resource and debris are removed from work area in accordance with company procedures.
- 4.5 Resource throughput is maintained in accordance with processing schedules.

Outcome 5

Demonstrate maintenance of a guillotine and work area.

Performance criteria

- 5.1 Hazards of maintenance on the guillotine are identified, assessed, and controlled in accordance with company procedures and legislation.
- 5.2 The guillotine is disassembled and cleaned in accordance with company procedures and guillotine manufacturer's instructions.
- 5.3 Any components to be replaced because they are worn, damaged, or faulty are identified and reported to supervisor in accordance with company procedures.
- 5.4 The guillotine is reassembled in accordance with company procedures and guillotine manufacturer's instructions.
- 5.5 Housekeeping of guillotine area is demonstrated in accordance with company procedures.
- 5.6 Machine faults that can be seen, heard, or smelt are reported or acted on in accordance with company procedures.

Range faults may include but are not limited to – machine jamming, process stopping, blockage, mechanical failure, electrical failure.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	25 February 2008	31 December 2025
Rollover and Revision	2	28 March 2019	31 December 2025
Review	3	24 April 2025	31 December 2025

Consent and Moderation Requirements (CMR) reference

0014

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