

<b>Title</b>	<b>Make ready and produce multiple process work for reel-fed printing</b>		
<b>Level</b>	<b>4</b>	<b>Credits</b>	<b>35</b>

<b>Purpose</b>	People credited with this unit standard are able to: check documentation and confirm requirements for the job are available; carry out make ready for multiple process work on a reel-fed press; take a print and prepare for production run; produce multiple process work on a reel-fed press; check job is completed before wash-up is commenced and undertake post-press tasks.
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<b>Classification</b>	Printing > Printing - Reel-Fed
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<b>Available grade</b>	Achieved
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<b>Prerequisites</b>	Unit 340, <i>Demonstrate knowledge of safe working practices in the print industry</i> , or demonstrate equivalent knowledge and skills.
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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:

- Hazardous Substances and New Organisms Act 1996;
- Health and Safety at Work Act 2015;
- Privacy Act 2020;
- 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

*Job documentation* refers to the documentation that is used in the workplace that contains the instructions and requirements for a particular production job. This may include but is not limited to workplace orders, production orders, workplace specifications, samples, lay cards, proofs.

*Job requirements* refer to specific requirements for the print job at hand. These requirements may or may not be covered in the job documentation and may include special instructions, quality requirements expected by the customer, and/or production standards as set down by the print workplace and/or organisation.

*Spot colours* refer to colours that are added in a specific region of a printed sheet, used to highlight individual page elements such as logos or headlines.

*Workplace procedures* refer to organisation policies and procedures that are documented in memo, electronic, or manual format and available in the workplace. 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, manufacturer's requirements, 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 print sector.

- 3 It is recommended that people hold credits for Unit 26312, *Make ready and produce single process work for reel-fed printing*, before being assessed against this unit standard.
- 4 **Range**  
candidates must provide evidence of making ready and running the press to produce multiple process production jobs on a reel-fed printing press;  
multiple process production jobs must include – four colour process print, one spot colour, multiple webs, embellishment, encoding, delamination/relamination, adhesive laydown, embossing, use of multiple diecutting stations and/or repassing web.
- 5 **Assessment information**  
Candidates undertaking assessment against this unit standard must provide evidence of normal colour vision.

Evidence presented for assessment against this unit standard must be consistent with safe working practices and be in accordance with applicable service information, workplace procedures and legislative requirements.

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## Outcomes and performance criteria

### Outcome 1

Check documentation and confirm requirements for the job are available.

#### Performance criteria

- 1.1 Check job documentation to ensure all specifications for the process being undertaken are complete and report any discrepancies.
- 1.2 Check required job components against job documentation and confirm their availability.
- 1.3 Confirm equipment is available, as determined by the job documentation.

### Outcome 2

Carry out make ready for multiple process work on a reel-fed press.

**Performance criteria**

- 2.1 Anticipate production difficulties and take preventive action to prevent occurrence by timely intervention.
- 2.2 Advise press crew clearly of the requirements to ensure no avoidable delays occur.
- 2.3 Determine the order of inks to meet the job requirements.
- 2.4 Carry out make ready to meet the press and job requirements and rectify any faults.
- 2.5 Set multiple process units to meet the job requirements and rectify any faults.  
Range in-line, off-line.

**Outcome 3**

Take a print and prepare for production run.

**Performance criteria**

- 3.1 Fine-tune press to ensure that the required production standards and quality are achieved.
- 3.2 Take a print and check against job requirements and available sample or proof.
- 3.3 Check quality of tonal values and trapping of secondary colours to ensure job requirements are met.
- 3.4 Pass print for production run.
- 3.5 Check counter and delivery systems to ensure job requirements are met and counters are set ready for start of run.

**Outcome 4**

Produce multiple process work on a reel-fed press.

**Performance criteria**

- 4.1 Follow press start-up and shut-down procedures.
- 4.2 Produce multiple process work to meet job requirements and maintain production standards and quality throughout the run.
- 4.3 Monitor in-line and/or off-line systems and adjust as required throughout the run.
- 4.4 Monitor print standards against the approved sample.

4.5 Use quality control guides to maintain the required production standards and quality throughout the run.

4.6 Rectify any problems.

Range problems may include but are not limited to – dirty print, set-off, ghosting, gear marks, over/under impression, slur, show-through, ink contamination, retarded ink drying, bleeds, creasing, misregister, tracking, doctor blade faults and blocking, strike-through (printing on paper), scumming, haze, hickies, catch up (lack of water on plates), piling (build-up of ink on edges), static problems.

## Outcome 5

Check job is completed before wash-up is commenced and undertake post-press tasks.

### Performance criteria

5.1 Check quantity printed and other job requirements against job documentation before wash-up is commenced and rectify any discrepancies in quantity.

5.2 Explain correct shut-down sequence.

5.3 Complete job documentation and note any amendments and variations for future reference.

5.4 Carry out other post-press tasks as required by the job documentation.

<b>Planned review date</b>	31 December 2027
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### Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	18 June 2010	31 December 2027
Review	2	30 March 2023	N/A
Revision	3	27 February 2025	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 Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development Council [qualifications@hangaarorau.nz](mailto:qualifications@hangaarorau.nz) if you wish to suggest changes to the content of this unit standard.