

Assist press operator on a reel-fed printing press

Level 2

Credits 12

Purpose People credited with this unit standard are able to: follow safety requirements for the press being used; check documentation and confirm that the requirements for the job are available; handle substrates for reel-fed printing; identify and use additives and chemicals in accordance with workplace practices; assist in make ready and printing tasks to meet job requirements; and carry out post-press tasks in accordance with workplace practices.

Subfield Printing

Domain Printing - Reel-Fed

Status Registered

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Entry information Prerequisite: Unit 340, *Demonstrate knowledge of safe working practices in the print industry*, or demonstrate equivalent knowledge and skills.

Recommended: Unit 16513, *Web up a reel-fed printing press*, or demonstrate equivalent knowledge and skills.

Replacement information This unit standard replaced unit standard 16523 and unit standard 16524.

Accreditation Evaluation of documentation by NZQA and industry.

Standard setting body (SSB) Competenz

Accreditation and Moderation Action Plan (AMAP) reference 0005

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

Special notes

- 1 All workplace practices must meet any applicable and recognised codes of practice, and documented workplace health, safety, and environmental procedures for personal, product, workplace health, safety, and environmental matters, and the obligations required under current law including the Health and Safety in Employment Act 1992, and its subsequent amendments.
- 2 All production tasks in this unit standard are to be carried out under the direction of the press operator.
- 3 **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;
job requirements refer to specific requirements for the 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 workplace;
press requirements refer to the specific requirements for the press being operated as set out in the operating manual or in accordance with workplace practices;
workplace practices refer to the documented procedures for the press and/or workplace.

Elements and performance criteria

Element 1

Follow safety requirements for the press being used.

Range operating manual, workplace practices.

Performance criteria

- 1.1 Press start-up and shut-down procedures are followed in accordance with workplace practices.
- 1.2 Emergency procedures for the press are demonstrated in accordance with workplace practices.

Element 2

Check documentation and confirm that the requirements for the job are available.

Performance criteria

- 2.1 Job documentation is checked to ensure that all specifications for the process being undertaken are complete and any discrepancies are reported in accordance with workplace practices.

- 2.2 Components required for the job are checked against the job documentation and confirmed with the press operator.
- 2.3 Availability of equipment, as advised by the press operator, is confirmed.

Element 3

Handle substrates for reel-fed printing.

Range any of the following to meet production requirements – paper, plastic film, foil, metallised film.

Performance criteria

- 3.1 Substrates used on reel-fed presses are described in terms of their characteristics.
- Range grammage, calliper, width, coatings as appropriate.
- 3.2 Handling of substrates is carried out in accordance with press operator's instructions.
- Range may include but is not limited to – clean working environment, clean hands, transporting methods, stacking, working side, avoidance of damage to substrate, affinity to ink, avoidance of personal injury.
- 3.3 Damaged, flawed and substandard reels are repaired if useable or rejected in accordance with workplace practices.
- 3.4 Substrate quantity issued is confirmed against job documentation.

Element 4

Identify and use additives and chemicals in accordance with workplace practices.

Range (depending on press being operated) may include – ink additives, fountain additives, driers, water treatment agents, water, cleaners, desensitisers, deletion fluids.

Performance criteria

- 4.1 Additives and chemicals used in the workplace are identified.
- 4.2 Additives and chemicals are used in accordance with press operator's instructions to meet press and job requirements.

Element 5

Assist in make ready and printing tasks to meet job requirements.

Performance criteria

- 5.1 Image carriers are confirmed with the press operator as being correct for the job before they are secured in the press.
- 5.2 Image carriers are positioned/loaded and secured in the press in accordance with press operator's instructions.
- 5.3 Inking system on the press being operated is explained in terms of its operation.
- 5.4 Ink is added to the ducts and/or reservoirs in the correct amount ensuring colour consistency of job is achieved in accordance with workplace practices.

Element 6

Carry out post-press tasks in accordance with workplace practices.

Performance criteria

- 6.1 Quantity printed is checked against job documentation before wash-up is commenced or image carrier removed from cylinder, and any discrepancies in quantity are rectified or reported.
- 6.2 Job documentation is completed.
- 6.3 Other post-press tasks are carried out as required by the job documentation.

Range may include but is not limited to – prepare for forwarding to next process, labelling, substrate handling, filing image carriers, quality assurance (QA) requirements.
- 6.4 Waste control procedures are followed.

Range recyclable waste, non-recyclable waste, security waste.

Please note

Providers must be accredited by NZQA, or an inter-institutional body with delegated authority for quality assurance, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by NZQA before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact Competenz info@competenz.org.nz if you wish to suggest changes to the content of this unit standard.