

Title	Undertake laminating on a reel-fed machine		
Level	4	Credits	12

Purpose	People credited with this unit standard are able: check job documentation and confirm the requirements for the job are available; select and prepare laminate and adhesive; set up a reel system; set up and adjust a laminating system; take a proof and prepare for laminating; maintain operation of the laminating process and rectify or report problems; and check job is complete before wash-up and undertake post-press tasks.
----------------	---

Classification	Printing > Printing - Reel-Fed
-----------------------	--------------------------------

Available grade	Achieved
------------------------	----------

Prerequisites	Unit 340, <i>Demonstrate knowledge of safe working practices in the print industry</i> , or demonstrate equivalent knowledge and skills.
----------------------	--

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 of the print workplace and/or organisation.

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 Assessment information

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

Outcomes and performance criteria

Outcome 1

Check job documentation and confirm the 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 the job documentation and confirm their availability.
- 1.3 Confirm equipment is available, as determined by the job documentation.

Outcome 2

Select and prepare laminate and adhesive.

Performance criteria

- 2.1 Select laminate, confirm quality and suitability against job documentation, and solve or report any problems.

Range	laminate may include but is not limited to – solvent based, solventless, in-line.
-------	---
- 2.2 Prepare laminate and adhesive.

Range	preparations include – correct weight and volume, minimum wastage, viscosity.
-------	---

Outcome 3

Set up a reel system.

Performance criteria

- 3.1 Set up and adjust unwind and rewind reels.
- 3.2 Carry out webbing procedures, and set up and adjust web control system.
- 3.3 Splice and join reels.

Outcome 4

Set up and adjust a laminating system.

Performance criteria

- 4.1 Set up and adjust application system cylinder.
- 4.2 Set up and adjust adhesive application system.
- 4.3 Set up and adjust nip pressures.
- 4.4 Set up and adjust drying system.
- 4.5 Set up and adjust tensions and cylinder temperature.

Outcome 5

Take a proof and prepare for laminating.

Performance criteria

- 5.1 Take proof, and visually inspect and test.
- 5.2 Fine-tune machine to achieve the required production standards.

Range fine-tuning includes – pressures, position, delivery, adhesive weight.
- 5.3 Pass proof for production run and obtain approval to run.

Outcome 6

Maintain operation of the laminating process and rectify or report problems.

Performance criteria

- 6.1 Monitor and adjust laminating process to ensure that product quality meets job requirements.

Range web tension control and positioning, rewind section, sheeting section, registration of lamination, pressures, adhesion, temperature.

6.2 Monitor and adjust quality and viscosity of laminating to ensure that product quality meets job requirements.

6.3 Rectify or report any faults found during the laminating process.

Outcome 7

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

Performance criteria

7.1 Check quantity laminated against job documentation before wash-up is commenced or plate removed from cylinder, and rectify or report any discrepancies in quantity.

7.2 Explain correct shut-down sequence.

7.3 Disengage and clean laminating machine ready for next run, and dispose of waste.

Range adhesive system, transportation system, delivery system, substrate waste, liquid waste.

7.4 Complete job documentation.

Range may include but is not limited to – job sheets, time sheets, electronic data storage.

7.5 Note amendments and variations on the job documentation for future reference.

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

Range knock-up and sort job, handle and store finished laminate, prepare for forwarding to the next process.

Planned review date	31 December 2027
----------------------------	------------------

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	18 June 2010	31 December 2025
Review	2	30 March 2023	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.