

## Undertake laminating on a reel-fed machine

**Level** 4

**Credits** 12

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

**Subfield** Printing

**Domain** Printing - Reel-Fed

**Status** Registered

**Status date** 18 June 2010

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**Planned review date** 31 December 2015

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

**Accreditation** Evaluation of documentation and visit 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>.

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### Special note

- 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 Definitions

*laminating* refers to the application of a thin film of material to a substrate to enhance the appearance of and provide protection to the printed product;

*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 factory orders, production orders, factory 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;

*machine requirements* refer to the specific requirements for the machine being operated as set out in the machine operating manual or in accordance with workplace practices;

*workplace practices* refer to the documented procedures for the machine and/or workplace.

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## Elements and performance criteria

### Element 1

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

#### Performance criteria

- 1.1 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.
- 1.2 Components required for the job are checked against the job documentation and their availability is confirmed.
- 1.3 Availability of equipment, as determined by the job documentation, is confirmed.

### Element 2

Select and prepare laminate and adhesive to meet job and machine requirements.

#### Performance criteria

- 2.1 Laminate is selected, quality and suitability is confirmed against job documentation, and any problems are solved or reported in accordance with workplace practices.  
  
Range laminate may include but is not limited to – solvent based, solventless, in-line.
- 2.2 Laminate and adhesive are prepared in accordance with workplace practices.  
  
Range preparations include – correct weight and volume, minimum wastage, viscosity.

### Element 3

Set up a reel system to meet job requirements in accordance with workplace practices.

**Performance criteria**

- 3.1 Unwind and rewind reels are set up and adjusted.
- 3.2 Webbing procedures are carried out and web control system is set up and adjusted.
- 3.3 Reels are spliced and joined.

**Element 4**

Set up a laminating system to meet job requirements in accordance with workplace practices.

**Performance criteria**

- 4.1 Application system cylinder is set up and adjusted.
- 4.2 Adhesive application system is set up and adjusted.
- 4.3 Nip pressures are set and adjusted.
- 4.4 Drying system is set up and adjusted.
- 4.5 Tensions and cylinder temperature are set and adjusted.

**Element 5**

Take a proof and prepare for laminating to meet job requirements.

**Performance criteria**

- 5.1 Proof is taken and visually inspected and tested in accordance with workplace practices.
- 5.2 Machine is fine-tuned ensuring the required production standards are achieved.  
Range fine-tuning includes – pressures, position, delivery, adhesive weight.
- 5.3 Proof is passed for production run and approval to run is obtained in accordance with workplace practices.

## Element 6

Maintain operation of the laminating process and rectify or report problems in accordance with workplace practices.

### Performance criteria

- 6.1 Laminating process is monitored and adjusted as necessary to ensure quality of product meets job requirements.
- Range web tension control and positioning, rewind section, sheeting section, registration of lamination, pressures, adhesion, temperature.
- 6.2 Quality and viscosity of laminating are monitored and adjusted as necessary to ensure quality of product meets job requirements.
- 6.3 Faults found during the laminating process are rectified or reported.

## Element 7

Check job is complete before wash-up and undertake post-press tasks in accordance with workplace practices.

### Performance criteria

- 7.1 Quantity laminated is checked against job documentation before wash-up is commenced or plate removed from cylinder, and any discrepancies in quantity are rectified or reported.
- 7.2 Correct shut-down sequence is followed.
- 7.3 Laminating machine is disengaged and cleaned ready for next run, and waste is dealt with.
- Range adhesive system, transportation system, delivery system, substrate waste, liquid waste.
- 7.4 Job documentation is completed.
- Range may include but is not limited to – job sheets, time sheets, electronic data storage.
- 7.5 Amendments and variations are noted on the job documentation for future reference.
- 7.6 Other post-press tasks are carried out as required by the job documentation.
- Range knock-up and sort job, handle and store finished laminate, prepare for forwarding to the next process.

### **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.

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### **Comments on this unit standard**

Please contact [Competenz info@competenz.org.nz](mailto:Competenz info@competenz.org.nz) if you wish to suggest changes to the content of this unit standard.