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| <b>Title</b> | <b>Demonstrate an overview knowledge of signmaking in New Zealand</b> |                |          |
| <b>Level</b> | <b>2</b>  | <b>Credits</b> | <b>8</b> |

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| <b>Purpose</b> | <p>This unit standard is for people entering the signmaking industry.</p> <p>People credited with this unit standard are able to describe: the uses, care, and storage requirements of equipment, tools, and materials used in the signmaking industry; and the materials, processes, and installation methods used in the signmaking industry.</p> |
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| <b>Classification</b> | Sign Making > Sign Making - Core |
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| <b>Available grade</b> | Achieved |
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### Guidance Information

- 1 Legislation and references relevant to this unit standard include but are not limited to:
  - Health and Safety at Work Act 2015;
  - Building Act 2004;
  - Hazardous Substances and New Organisms Act 1996;
  - Resource Management Act 1991;
  - Relevant Regional and Local Authority bylaws
  - Worksafe. (2016). *Scaffolding in New Zealand*. Available from: <http://www.worksafe.govt.nz/worksafe/information-guidance/all-guidance-items/scaffolding-best-practice-guideline-for-scaffolding-in-new-zealand>.

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
  - Accepted industry practice* – approved codes of practice and standardised procedures accepted by the wider signmaking industry as examples of best practice.
  - Workplace procedures* – refer to organisation policies and procedures that are documented in memo, electronic, or manual format and available in the workplace, and are consistent with manufacturer’s requirements. 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, 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 signmaking sector.

### 3 Assessment information

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

Describe the uses, care, and storage requirements of equipment, tools, and materials used in the signmaking industry.

**Range** equipment – computer based hardware and peripherals, installation and height access equipment, spray painting equipment;  
portable power tools: examples – drills, jig saws, routers, grinders, sanders, buffs, wrenches.  
hand tools: examples – hacksaws, chisels, files, hole punches, tin snips, hammers, punches, vices, clamps, brushes, spanners and wrenches, pliers.  
materials – substrate types, print media types, self-adhesive vinyl (SAV), paints/coatings.

### Performance criteria

- 1.1 Describe materials, equipment, and tools in terms of their use in the signmaking industry.
- 1.2 Describe the care and storage requirements for materials, equipment, and tools used in the signmaking.

### Outcome 2

Describe the materials, processes, and installation methods used in the signmaking industry.

### Performance criteria

- 2.1 Describe the process of selecting graphics production processes.  
  
**Range** processes may include but are not limited to – computer-cut vinyl, hand painting, spray painting, digital printing, CNC cutting or engraving.
- 2.2 Describe the materials and processes used in structural fabrication of sign components.  
  
**Range** materials may include but are not limited to – medium density fibreboard (MDF), plywood, timber, steel, aluminium, polystyrene, acrylic, aluminium composite material (ACM), polyvinyl chloride (PVC);  
processes may include – material cutting, folding, joining.  
evidence of five materials and two processes is required.

2.3 Describe the processes used in graphics production and application.

Range graphic production and application processes may include but are not limited to – cutting, weeding, applying computer-cut graphics, printing, laminating, applying digitally printed graphics, hand painting graphics.

2.4 Describe common sign installation methods.

Range use of height access equipment, fixing and fastening methods.

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| <b>Replacement information</b> | This unit standard replaced unit standard 1031. |
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| <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       | 19 January 2012   | 31 December 2016         |
| Revision     | 2       | 16 April 2015     | 31 December 2022         |
| Review       | 3       | 20 April 2017     | 31 December 2025         |
| Review       | 4       | 29 September 2022 | N/A                      |

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| <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.