

<b>Title</b>	<b>Sort products for fibreboard packaging production</b>		
<b>Level</b>	<b>2</b>	<b>Credits</b>	<b>4</b>

<b>Purpose</b>	People credited with this unit standard are able to, for fibreboard packaging production: follow established safety requirements and sort products to meet job requirements.
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<b>Classification</b>	Fibreboard Packaging > Fibreboard Packaging Production
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<b>Available grade</b>	Achieved
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<b>Entry information</b>	
<b>Critical health and safety prerequisites</b>	Unit 340, <i>Demonstrate knowledge of safe working practices in the print industry</i> , or demonstrate equivalent knowledge and skills.

**Explanatory notes**

- 1 Candidates must follow 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**  
*Job documentation* refers to the documentation 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.  
*Workplace practices* refer to the documented procedures for the machine and/or workplace.

## Outcomes and evidence requirements

### Outcome 1

Follow established safety requirements in accordance with workplace practices.

#### Evidence requirements

- 1.1 Hazard control measures are described and followed.
- 1.2 Potential hazards are identified and described and the requirements for reporting hazards are explained.

### Outcome 2

Sort products to meet job requirements.

#### Evidence requirements.

- 2.1 Product standards are established in accordance with workplace practices.
- 2.2 Degree of sorting required is determined from the job documentation and in accordance with workplace practices.
- 2.3 Products are sorted according to the production process being undertaken to ensure that established standards are met.
- 2.4 Level of rejected products is reported in accordance with workplace practices.
- 2.5 Action on rejected products is in accordance with workplace practices.
- 2.6 Products that meet standards are forwarded to the next process or packed.
- 2.7 Job documentation is completed in accordance with workplace practices.
- 2.8 Waste control procedures are followed in accordance with workplace practices.

<b>Planned review date</b>	31 December 2017
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#### Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	20 October 2011	31 December 2014
Review	2	20 September 2012	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0005
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

**Please note**

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMR). The CMR 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.