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| Title | Set up and operate a hopper feeder for fibreboard packaging | | |
| Level | 3 | Credits | 10 |

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| Purpose | People credited with this unit standard are able to: check documentation and confirm that the components and equipment required for the job are available; demonstrate knowledge of a hopper feeder used in the workplace; set up a hopper feeder prior to production; and operate a hopper feeder during production. |
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| Classification | Fibreboard Packaging > Fibreboard Packaging Production |
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| Available grade | Achieved |
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| Prerequisites | Unit 340, <i>Demonstrate knowledge of safe working practices in the print industry</i> , or demonstrate equivalent knowledge and skills. |
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Guidance Information

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

Outcomes and performance criteria

Outcome 1

Check documentation and confirm that the components and equipment required 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 job documentation and their availability is confirmed.
- 1.3 Availability of equipment, as determined by the job documentation, is confirmed.

Outcome 2

Demonstrate knowledge of a hopper feeder used in the workplace.

Performance criteria

- 2.1 Components of a hopper feeder are identified, their functions are described and faults resulting from incorrect settings are explained in terms of workplace practices.

Range feed mechanisms, callipers, side guides, feed roll, backstop.

Outcome 3

Set up a hopper feeder prior to production.

Performance criteria

- 3.1 Side lays are set in accordance with workplace practices to meet job requirements.
- 3.2 Callipers are set to feed single sheets only.
- 3.3 Backstops are set square, and to accommodate board dimensions in accordance with job requirements.
- 3.4 Feed mechanisms are set in accordance with workplace practices.
- 3.5 Board is loaded so that upper surface and flute direction are in accordance with job requirements and board edges are confirmed as being parallel to the callipers.
- 3.6 Where pre-printed board is being fed, its orientation at loading is in accordance with workplace practices.

Outcome 4

Operate a hopper feeder during production.

Performance criteria

- 4.1 Production is maintained ensuring that the gap between the edge of board and side lay is in accordance with workplace practices.
- 4.2 Faulty and substandard board is identified, and rejected as unsuitable for feeding in accordance with workplace practices.
- 4.3 Board is continuously loaded ensuring that no production delays are experienced through inadequate supply, misfeeding, or board damage.
- 4.4 Machine and board checks are made during production running in accordance with workplace practices.
- 4.5 Proactive measures are taken at board changes to minimise delays and misfeeds.

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| Replacement information | This unit standard was replaced by skill standard 40334. This unit standard replaced unit standard 10112 and unit standard 10113. |
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This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

| Process | Version | Date | Last Date for Assessment |
|--------------|---------|-------------------|--------------------------|
| Registration | 1 | 20 September 2012 | 31 December 2027 |
| Review | 2 | 28 November 2024 | 31 December 2027 |

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