

Title	Use load forming and strapping equipment for fibreboard packaging		
Level	2	Credits	5

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 strapping equipment used in the workplace; make ready and operate load forming and strapping equipment; and confirm job is completed and undertake post production tasks.
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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 and preparedness is confirmed.
- 1.3 Availability of equipment, as determined by the job documentation, is confirmed.

Outcome 2

Demonstrate knowledge of strapping equipment used in the workplace.

Performance criteria

- 2.1 Components of the strapping equipment used in the workplace are identified, and their functions are described in terms of the faults that result from incorrect adjustment or use.
- 2.2 Strap type specific to the strapping equipment is described.
- 2.3 Threading of the strapping equipment is explained in terms of workplace practices.

Outcome 3

Make ready and operate load forming and strapping equipment in accordance with workplace practices.

Performance criteria

- 3.1 Equipment is set in accordance with workplace practices ensuring that load format requirements meet job requirements.

Range	load formers – cycling system to provide number of layers, and bundles per layer; strappers – number of straps, position of strap(s), direction of strap(s).
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- 3.2 Pallets and/or slip sheets are prepared for the load format required in accordance with workplace practices.
- Range type, dimensions, condition.
- 3.3 Product is securely strapped, bundled, and unitised during production to meet job requirements.
- 3.4 Checks for obvious visible faults are undertaken and any faults found are rectified or reported.
- 3.5 Unitised product is stacked on the pallet and/or slip sheet in accordance with job requirements.
- 3.6 Stacking is undertaken without avoidable delays and/or damage to the product.
- 3.7 Each load is identified in the manner, and at the production stage, required by workplace practices.

Outcome 4

Confirm job is completed and undertake post production tasks in accordance with workplace practices.

Performance criteria

- 4.1 Quantity and other job requirements are checked against job documentation before job is removed from area and any discrepancies in quantity are rectified.
- 4.2 Job documentation is completed and any amendments and variations are noted for future reference.
- 4.3 Other post production tasks are carried out as required by the job documentation.

Replacement information	This unit standard was replaced by skill standard 40326. This unit standard replaced unit standard 10154.
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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

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>.

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