

Title	Undertake manual stripping for fibreboard packaging		
Level	2	Credits	4

Purpose	People credited with this unit standard are able to: manually strip waste; and stack jobs and prepare for forwarding to the next process.
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Classification	Fibreboard Packaging > Fibreboard Packaging Production
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Available grade	Achieved
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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 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 evidence requirements

Outcome 1

Manually strip waste in accordance with workplace practices.

Evidence requirements

- 1.1 Risk awareness and hazard control measures, as circulated by the company, are described.
- 1.2 Hazards and potential hazards in the workplace are identified and reported.

- 1.3 Job documentation is obtained, and the job and stripping requirements are confirmed.
- 1.4 Uses and functions of tools used for stripping are described.
Range hammers, punches, jigs.
- 1.5 Tools are selected and used as required for the job.
- 1.6 Stripping is undertaken ensuring that established production standards and quality are achieved.
- 1.7 Faults found while undertaking stripping are recognised and reported.
Range faults may include but are not limited to – registration, colour variation, set off, swarf removal, knife deterioration, damaged blanks, foreign matter;
evidence is required for four faults.
- 1.8 Work area is cleaned.
- 1.9 Waste control procedures are followed.

Outcome 2

Stack jobs and prepare for forwarding to the next process.

Evidence requirements

- 2.1 Stacking methods used in the workplace for avoiding problems are identified.
- 2.2 Jobs are stacked in accordance with workplace practices, and are prepared ready for forwarding to the next process.
- 2.3 Materials handling equipment is used in accordance with workplace practices.
Range may include but is not limited to – hand trolleys, banding machines, transporters, manual lifters.
- 2.4 Quantity and other job requirements are checked against job documentation and any discrepancies in quantity are rectified.
- 2.5 Job documentation is completed and any amendments and variations are noted for future reference.

Replacement information	This unit standard replaced unit standard 10916.
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Planned review date	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 September 2012	N/A

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>.

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.

Comments on this unit standard

Please contact Competenz info@competenz.org.nz if you wish to suggest changes to the content of this unit standard.