

Title	Demonstrate knowledge of the job documentation and workplace procedures required in a concrete production plant		
Level	3	Credits	3

Purpose	<p>This unit standard is intended for people working in the concrete production industry.</p> <p>People credited with this unit standard are able to demonstrate knowledge of the job documentation and workplace procedures to the required industry standard in a concrete production plant.</p>
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Classification	Concrete > Concrete Production
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Available grade	Achieved
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Guidance Information

1 Assessment

This unit standard is intended to align with the *New Zealand Certificate in Concrete Production – Specifications* and the *New Zealand Certificate in Concrete Production (Level 4)* [Ref: 4187].

Evidence for this standard must reflect commercial standards.

Commercial standards refer to verbal and written information covering company policy, standard operating procedures and processes and job-specific instructions.

Working to commercial standards refers to the ability to consistently:

- perform standard processes to current industry standards, on demand and within a commercially acceptable timeframe;
- perform non-standard processes to current industry standards, on demand and within a commercially acceptable timeframe, under the supervision of a commercially competent practitioner.

Commercial standards must be confirmed by a person with current expertise in concrete production.

2 Definitions

The *Plant Audit Scheme* sets out the operating regulations and practices for each production plant, so accreditation requirements are met with the Concrete NZ Readymix Sector Group.

Workplace procedures refers to the documented procedures specific to a workplace that set out the standard and the required practices of that workplace.

- 3 Legislation, standards and guidance information relevant to this standard includes the following; and any subsequent amendments and replacements:
New Zealand Certificate in Concrete Production – Specifications, BCITO, October 2020 available from www.bcito.org.nz.

Legislation accessed at www.legislation.govt.nz

- Building Act 2004
- Hazardous Substances and New Organisms Act 1996
- Health and Safety at Work Act 2015
- The New Zealand Building Code
- Land Transport Act 1998.

Standards accessed at www.standards.govt.nz

- NZS 3104:2003 *Specification for concrete production*
- NZS 3109:1997 *Specification for concrete construction*.

Guidelines and Approved Codes of Practice

- A Guide to Concrete Construction available from www.concretenz.org.nz (CCANZ)
- The Plant Audit Scheme available from www.concretenz.org.nz.

Skill specification and performance level guidance

Skill specification

Demonstrate knowledge of the job documentation and workplace procedures required in a concrete production plant.

Knowledge

The purpose of concrete plant audits and the operational requirements that support the audit process.

Range requirements include necessary records and documentation.

The workplace procedures used in the production and supply of concrete and how they support quality, safety and consistency.

Range operations for batching, testing, dispatching.

The requirements for completing job documentation relating to concrete production plant operations.

Range operations for batching, testing, dispatching;
includes all formal documentation and records.

Performance level guidance

Performance must reflect plant audit scheme requirements, NZS 3104 and workplace procedures.

Planned review date	31 December 2026
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	24 June 2021	N/A

Consent and Moderation Requirements (CMR) reference	0048
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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 the Building and Construction Industry Training Organisation national.office@bcito.org.nz if you wish to suggest changes to the content of this unit standard.