

Title	Assemble and package drycleaned orders		
Level	3	Credits	3

Purpose	This unit standard is for people working in the drycleaning industry. People credited with this unit standard are able to assemble and package drycleaned orders.
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Classification	Cleaning and Caretaking > Drycleaning
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Available grade	Achieved
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Explanatory notes

- 1 Evidence must meet the following legislative requirements:
Health and Safety in Employment Act 1992
Hazardous Substances and New Organisms Act 1996
Privacy Act 1993.
- 2 Definition
Enterprise – an organisation where training and/or assessment is taking place and/or where the trainee is employed.
Enterprise procedures – actions which comply with the policies, systems, and directives in a particular enterprise. Enterprise procedures must comply with the requirements of the Health and Safety in Employment Act 1992, and subsequent amendments.

Outcomes and evidence requirements

Outcome 1

Assemble drycleaned orders according to enterprise procedures.

Evidence requirements

- 1.1 Cleaned items are checked to ensure they have been satisfactorily cleaned according to customer requirements.
- 1.2 Re-work of items not cleaned satisfactorily is assembled in production line.
- 1.3 Orders are prioritised according to customer requirements. .
- 1.4 Items are assembled and matched to docket list.

Outcome 2

Package drycleaned orders according to enterprise procedures.

Evidence requirements

- 2.1 Order is packaged and stored according to item type and customer requirements.
- 2.2 Documentation is completed.

Planned review date	31 December 2019
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Status information and last date for assessment for superseded versions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 1998	31 December 2015
Revision	2	14 January 2002	31 December 2015
Rollover	3	21 September 2007	31 December 2015
Review	4	18 June 2014	N/A

Consent and Moderation Requirements (CMR) reference	0030
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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.