

Title	Wrap paper reels with paper		
Level	3	Credits	5

Purpose	People credited with this unit standard are able to: demonstrate knowledge of a paper reel wrapping line; operate the paper wrapping line; and monitor and control the performance of the paper wrapping line.
----------------	--

Classification	Wood Fibre Manufacturing > Paper Making
-----------------------	---

Available grade	Achieved
------------------------	----------

Guidance Information

1 Legislation and references

Legislation, regulations and/or industry standards relevant to this unit standard include but are not limited to the:

- Hazardous Substances and New Organisms Act 1996;
- Health and Safety at Work Act 2015;
- Resource Management Act 1991;
- Health and Safety at Work (Major Hazard Facilities) Regulations 2016.

2 Definitions

Operating parameters refers to the boundary conditions in which the operations are carried out in paper reel wrapping.

Operating procedures refers to the process(es) that are worked through, e.g. standard operating procedure (SOP) in paper reel wrapping.

Worksite documentation refers to organisation policies and procedures that are documented in memo, electronic, or manual format and available in the workplace, and are consistent with manufacturer's requirements. They may include but are not limited to – standard operating procedures, site specific procedures, site safety procedures, equipment operating procedures, quality assurance procedures, product quality specifications, references, approved codes of practice, housekeeping standards, environmental considerations, sustainability, on-site briefings, supervisor's instructions, and procedures to comply with legislative and local body requirements relevant to the paper making industry.

3 Assessment information

Evidence presented for assessment against this unit standard must be consistent with safe working practices and be in accordance with applicable service information, worksite documentation and legislative requirements. This includes the knowledge and use of suitable tools and equipment.

Outcomes and performance criteria

Outcome 1

Demonstrate knowledge of a paper reel wrapping line.

Performance criteria

- 1.1 Components of a paper wrapping line and their purpose are explained.
- Range components may include but are not limited to – conveyor, scan system, measuring system, wrapping system, labelling system.
- 1.2 Customer and worksite requirements for wrap finishing are explained.
- Range wrapper type, labelling.
- 1.3 Hazards associated with paper wrapping line equipment are identified and actions to be taken to minimise, or eliminate the hazards are explained.
- Range hazards may include but are not limited to – moving plant, knives, paper cuts, lifting, electricity.
- 1.4 Consequences of non-compliance with worksite operating procedures are explained.
- 1.5 Roles and responsibilities of the paper wrapping line operator are explained.

Outcome 2

Operate the paper wrapping line.

Performance criteria

- 2.1 Safe work practices associated with operating the paper wrapping line are demonstrated.
- Range practices may include but are not limited to – isolation procedures, lock-outs or tag-outs, emergency stops, machine guarding, wearing of appropriate safety equipment.
- 2.2 Paper wrapping line is set up, started up, operated, and shut down.
- Range operation includes but is not limited to – wrappers installed, computer information entry, reels wrapped, labels applied, reels conveyed to warehouse.
- 2.3 Wrappers are selected in accordance with customer specifications.

2.4 Operating parameters are set and adjusted to enable production requirements to be achieved.

Range operating parameters – throughput, wrap security, labelling, absence of wrapping defects.

2.5 Essential care and housekeeping requirements for the paper wrapping line are carried out.

Outcome 3

Monitor and control the performance of the paper wrapping line.

Performance criteria

3.1 Performance of the paper wrapping line is monitored and parameters are controlled in accordance with operating parameters.

3.2 Operating and equipment faults and malfunctions are identified, and relevant corrective actions are taken.

Range equipment faults and malfunctions may include but are not limited to – electrical, mechanical, instrumentation.

3.3 Dimension, edge straightness and neatness of cut of output reels are monitored to meet specified requirements.

3.4 Production rate is regulated in accordance with process requirements.

Planned review date	31 December 2028
----------------------------	------------------

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	22 February 1995	31 December 2024
Revision	2	27 January 1997	31 December 2024
Review	3	25 February 1999	31 December 2024
Review	4	18 December 2006	31 December 2024
Review	5	24 October 2014	31 December 2025
Review	6	30 November 2023	N/A

Consent and Moderation Requirements (CMR) reference	0173
--	------

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development Council qualifications@hangaarorau.nz if you wish to suggest changes to the content of this unit standard.