

Title	Perform process operations in a manufacturing environment		
Level	2	Credits	3

Purpose	People credited with this unit standard are able to perform process operations in a manufacturing environment.
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Classification	Manufacturing Skills > Manufacturing Processes
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Available grade	Achieved
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Guidance Information

- 1 Legislation relevant to this unit standard includes but is not limited to the:
 - Health and Safety at Work Act 2015.
 - Resource Management Act 1991 and subsequent amendments.
 - Hazardous Substances and New Organisms Act 1996 and any subsequent amendments.
- 2 Definitions
 - Accepted industry practice* – safe and sound trade practices generally accepted by competent persons within the manufacturing industry.
 - 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 procedures* refer to the procedures used by the organisation carrying out the work and applicable to the tasks being carried out. Examples are – standard operating procedures, safety procedures, equipment operating procedures, codes of practice, quality management practices and standards, procedures to comply with legislative and local body requirements.
- 3 Assessment information
 - a All activities and evidence must be in accordance with workplace procedures, and job requirements.
 - b This unit standard will be assessed on the basis of evidence of demonstrated and repeatable performance in the workplace.
- 4 Range

Machine and equipment may include but is not limited to – collating machines, shrink wrapper, labelling machines, pallet wrappers.

Outcomes and performance criteria

Outcome 1

Perform process operations in a manufacturing environment.

Performance criteria

- 1.1 Machine and equipment safety devices are used.
- 1.2 Personal protective equipment is used.
- 1.3 Product is inspected to confirm production specifications are met, and if required, sorted.
- Range conforming, non-conforming.
- 1.4 Conforming product is processed.
- 1.5 Non-conforming product is processed.
- 1.6 Production machinery or equipment condition is monitored, and issues or faults are reported.
- 1.7 Recording or reporting is carried out, and production terminology is used in accordance with accepted industry practice.
- Range may include but is not limited to – hard copy, electronic, verbal.

Planned review date	31 December 2025
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	27 June 1995	31 December 2012
Revision	2	14 April 1997	31 December 2012
Revision	3	5 January 1999	31 December 2012
Review	4	26 July 2005	31 December 2012
Revision	5	24 August 2007	31 December 2014
Review	6	18 March 2011	31 December 2023
Review	7	26 August 2021	N/A

Consent and Moderation Requirements (CMR) reference	0013
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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 Competenz qualifications@competenz.org.nz if you wish to suggest changes to the content of this unit standard.