

<b>Title</b>	<b>Check, store, load and despatch finished aluminium joinery products</b>		
<b>Level</b>	<b>3</b>	<b>Credits</b>	<b>5</b>

<b>Purpose</b>	<p>This entry-level unit standard is for people employed in the aluminium joinery industry.</p> <p>People credited with this unit standard are able to: check and inspect finished aluminium joinery products for defects; store finished aluminium joinery products in a protective environment; and load and despatch aluminium joinery products.</p>
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<b>Classification</b>	Joinery > Architectural Aluminium Joinery
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<b>Available grade</b>	Achieved
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### Explanatory notes

- 1 Legislation and standards relevant to this unit standard include – Building Act 2004, Health and Safety in Employment Act 1992, and New Zealand Standard (NZS) 4211:2008 *Specification for performance of windows*, available at <http://www.standards.co.nz>.
- 2 Definition  
*Company procedures* – the documents and procedures that include company rules, codes and practices; machine and equipment operating instructions; quality and conformance checks; and health and safety requirements.

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### Outcomes and evidence requirements

#### Outcome 1

Check and inspect finished aluminium joinery products for defects.

#### Evidence requirements

- 1.1 Finished products are checked against job documentation and inspected in accordance with customer requirements and company procedures.
- 1.2 Any visual defects are documented and reported in accordance with company procedures.
- 1.3 Compliance and manufacturer's labelling are carried out in accordance with company procedures and the marking of windows requirements of NZS 4211:2008.

**Outcome 2**

Store finished aluminium joinery products in a protective environment.

**Evidence requirements**

- 2.1 Protective storage materials compatible with the finished product are selected in accordance with company procedures and used to prevent damage to finished products.
- 2.2 Storage conditions for finished aluminium products are controlled to ensure optimum condition of products.

**Outcome 3**

Load and despatch aluminium joinery products.

**Evidence requirements**

- 3.1 Loading sequence is undertaken in accordance with documentation, delivery sequence, and product loading requirements.
- 3.2 Lifting techniques used are in accordance with company procedures and ensure the safety of personnel and products.
- 3.3 Load is stacked, packed, and secured with compatible materials in accordance with company procedures to avoid damage, and to ensure safe transportation of products and safety of personnel.

<b>Planned review date</b>	31 December 2020
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**Status information and last date for assessment for superseded versions**

Process	Version	Date	Last Date for Assessment
Registration	1	11 August 1993	31 December 2012
Review	2	26 July 2000	31 December 2012
Review	3	24 August 2006	31 December 2012
Rollover and Revision	4	20 May 2011	31 December 2017
Review	5	21 May 2015	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0048
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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, or an inter-institutional body with delegated authority for quality assurance, 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 (CMRs). 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.

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**Comments on this unit standard**

Please contact the Building and Construction Industry Training Organisation [info@bcito.org.nz](mailto:info@bcito.org.nz) if you wish to suggest changes to the content of this unit standard.