

<b>Title</b>	<b>Audit timber grading operations</b>		
<b>Level</b>	<b>4</b>	<b>Credits</b>	<b>10</b>

<b>Purpose</b>	People credited with this unit standard are able to: audit the technical performances of other timber graders and identify training needs; and, analyse and evaluate ongoing production of a grading operation and identify opportunities for improvement.
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<b>Classification</b>	Solid Wood Manufacturing > Timber Grading
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<b>Available grade</b>	Achieved
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### Guidance Information

- 1 Legislation  
Health and Safety at Work Act 2015.  
Resource Management Act 1991.
- 2 Definitions  
*Accepted industry practice* – approved codes of practice and standardised procedures accepted by the wider solid wood manufacturing industry as examples of best practice.  
*Workplace procedures* refer to documented policies and procedures set by the organisation carrying out the work, and to documented or other directions provided to staff, and applicable to the tasks being carried out. 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, on-site briefings, supervisor’s instructions, and procedures to comply with legislative and local body requirements relevant to the industry sector.
- 3 Assessment information  
All activities and evidence must meet workplace procedures and accepted industry practice.
- 4 Recommended unit standards for entry:  
Unit 27071, *Grade structural timber to company grade specifications at an average of 95% accuracy and a minimum 90% accuracy*; or  
Unit 27072, *Grade appearance and cuttings to company grade specifications at an average of 95% and a minimum 90% accuracy*.

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## Outcomes and performance criteria

### Outcome 1

Audit the technical performances of other timber graders and identify training needs.

#### Performance criteria

1.1 Hazards associated with auditing timber grading operations are identified and actions to be taken to manage the hazards are described.

Range hazards may include but are not limited to – moving equipment, mobile plant, noise.

1.2 Safe work practices associated with auditing timber grading operations are identified and applied.

Range safety practices may include but are not limited to – isolation procedures, lock-outs, emergency stops, machine guarding, wearing of appropriate safety equipment.

1.3 The technical performances of other graders are audited.

1.4 Skills of other graders are assessed, and their training needs are identified.

### Outcome 2

Analyse and evaluate ongoing production of a grading operation and identify opportunities for improvement.

#### Performance criteria

2.1 Achievements and shortfalls against target are identified, analysed, and evaluated, and corrective action is identified.

Range includes but is not limited to – manufacturing costs, breakdowns, out-of-specification product, staff factors, customer satisfaction, product returns, inventory management.

2.2 Continuous improvement opportunities are identified and evaluated.

Range may include but is not limited to –  
people – staff training and development programmes, performance measures and standards, job descriptions, time management, suggested opportunities;  
systems – standard operating procedures, maintenance schedules, multi-purpose production log books, production schedule, workflow design, inventory management;  
plant – replacement, modification;  
management – development of organisation culture, leadership, motivation, cost interpretation and control, productivity increases, self-development.

<b>Planned review date</b>	31 December 2024
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#### Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	24 October 1996	31 December 2015
Review	2	10 February 1999	31 December 2015
Review	3	18 December 2006	31 December 2015
Review	4	20 March 2014	N/A
Review	5	23 April 2020	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	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](mailto:qualifications@competenz.org.nz) if you wish to suggest changes to the content of this unit standard.