



Australian Government

**Assessment Requirements for ICPSUP202
Prepare, load and unload product on and
off machine**

Release: 1

Assessment Requirements for ICPSUP202 Prepare, load and unload product on and off machine

Modification History

Release	Comments
Release 1	This version first released with ICP Printing and Graphic Arts Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- correctly prepare, load and unload product on and off machines according to health and safety requirements and manufacturer's/supplier's specifications with minimum downtime
- prepare, load and unload product on and off any ONE appropriate machine incorporating specific enterprise requirements; manual techniques; fanning, turning, jogging (where appropriate) and stacking; to job and workplace specifications.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- outline information that can be obtained from the package label
- describe benefits of fanning sheets prior to stacking or loading
- identify elements of a correctly knocked up stack
- describe conditions that cause a stack to become uneven
- list techniques to combat distorted stacks
- outline techniques to ensure the stack is knocked up correctly
- identify health and safety concerns relating to manual handling of substrates as well as unloading sheets off the machine
- explain how watermarks are identified in substrates and how to position them correctly
- describe different characteristics of coated and uncoated stocks
- outline faults created by substrates being unloaded incorrectly
- identify the grain direction of a substrate
- explain how to prepare and load selected substrates
- demonstrate knowledge of correct manual handling of the substrate
- explain how to unload sheets off the machine

- describe procedures for turning substrates
- locate machine manuals, safety and other documentation relevant to this task, and outline the information included in them.

Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Noise levels, production flow, interruptions and time variances must be typical of those experienced in the Support field of work and include access to a printing or converting machine.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=a74b7a0f-a253-47e3-8be0-5d426e24131d>