



Australian Government

ICPSUP202 Prepare, load and unload product on and off machine

Release: 1

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Modification History

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

Application

This unit describes the skills and knowledge required to prepare, load and unload product on and off machines according to work health and safety (WHS) requirements and manufacturer/supplier's specifications with minimum downtime.

This unit applies to individuals who provide production, corrugating and mail house support across various sectors of the printing and graphic arts industry. They use limited practical skills and fundamental knowledge in a defined context, and generally work under direct supervision.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Support

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare product	1.1 Job sheets or equivalent are interpreted correctly 1.2 Product is located and prepared to meet job specifications 1.3 Product is positioned correctly on the machine to meet job specifications 1.4 Faulty product is visually identified and removed according to WHS requirements and enterprise procedures
2. Load product onto	2.1 Product is loaded according to WHS requirements and

ELEMENT	PERFORMANCE CRITERIA
machine	<p>manufacturer's and enterprise procedures and specifications</p> <p>2.2 Area around machine is cleaned during and on completion of loading</p>
3. Unload product off machine	<p>3.1 Product is unloaded according to WHS requirements and manufacturer's and enterprise procedures and specifications</p> <p>3.2 Product is prepared (hand-stripped, stacked, wrapped, labelled) for next process according to manufacturer's and enterprise procedures and specifications</p> <p>3.3 Product is stored according to manufacturer's and enterprise procedures and specifications</p>

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1-1.4, 2.1, 3.1-3.3,	<ul style="list-style-type: none"> Recognises text within job specifications and follows written instructions
Writing	1.1, 3.2	<ul style="list-style-type: none"> Records key information related to outcomes of the job
Numeracy	1.1, 1.2, 3.2	<ul style="list-style-type: none"> Uses simple mathematical calculations and arranges sequential numerical information
Navigate the world of work	1.4, 2.1, 3.1-3.3	<ul style="list-style-type: none"> Recognises and follows organisational and legislative requirements associated with own role
Get the work done	1.2-1.4, 2.2, 3.2, 3.3	<ul style="list-style-type: none"> Follows pre-determined, sequenced plans for tasks with more than one step Follows clear, step-by-step instructions or procedures to address a small set of identified, routine problems directly relevant to own role

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICPSUP202 Prepare, load and unload product on and off machine	ICPSU202C Prepare, load and unload product on and off machine	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=a74b7a0f-a253-47e3-8be0-5d426e24131d>