



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **AHCSP0307A Handle, package and store commercial quantities of seed**

**Release: 1**

## AHCSP0307A Handle, package and store commercial quantities of seed

### Modification History

Not Applicable

### Unit Descriptor

<b>Unit descriptor</b>	This unit covers the process of handling, packaging and storing commercial seed quantities of seed and defines the standard required to: set up and prepare seed packaging and labelling machinery for use; operate seed packaging and labelling machinery; handle and store packaged seed.
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### Application of the Unit

<b>Application of the unit</b>	This unit relates to the packaging and labelling and storing of commercial quantities of seed.
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### Licensing/Regulatory Information

Not Applicable

### Pre-Requisites

<b>Prerequisite units</b>		

## Employability Skills Information

<b>Employability skills</b>	This unit contains employability skills.
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## Elements and Performance Criteria Pre-Content

Not Applicable

## Elements and Performance Criteria

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>
1. Select and prepare seed packaging and labelling machinery and equipment for use	<p>1.1. Seed packaging and labelling machinery and equipment is selected and prepared to job requirements and confirmed against work plan.</p> <p>1.2. Routine pre-operational checks of machinery and equipment are completed to manufacturer's specifications and enterprise requirements.</p> <p>1.3. Information for labelling is checked against work orders and job descriptions.</p> <p>1.4. Performance, efficiency and irregularities are reported to the supervisor.</p> <p>1.5. Occupational Health and Safety (OHS) hazards in the workplace are recognised, risk assessed and minimised according to enterprise requirements.</p>
2. Operate seed packaging and labelling machinery and equipment	<p>2.1. Machinery and equipment is operated in a safe and controlled manner and monitored for performance, efficiency and irregularities are reported to the supervisor.</p> <p>2.2. Risks to self, others and the environment are anticipated and minimisation strategies implemented accordingly.</p> <p>2.3. Suitable personal protective clothing and equipment is selected, used, maintained and stored according to OHS requirements.</p> <p>2.4. Environmental implications associated with machinery operation are identified, assessed and reported to the supervisor.</p>
3. Complete and report on seed packaging and labelling machinery and equipment operation	<p>3.1. Shut-down procedures for machinery and equipment are completed to manufacturers' specifications and enterprise requirements.</p> <p>3.2. Machinery and equipment operational records are completed and maintained according to enterprise requirements.</p> <p>3.3. Malfunctions, faults, observation of irregular performance and damage to machinery and equipment are detailed and reported according to enterprise requirements.</p> <p>3.4. Machinery and equipment is cleaned, secured and stored according to OHS and enterprise requirements.</p>
4. Move and store packaged seed	<p>4.1. Packaged seed is handled with care and loaded onto pallets ready for moving and storage.</p> <p>4.2. Packaged seed is stored and retrieved according to enterprise storage plans.</p>

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

#### Required skills

- prepare bulk storage
- operate bulk seed transportation equipment
- prepare packaging
- operate industrial sewing machines
- identify alternative methods of bag sealing
- operate label printers and label and apply stickers and labels
- operate palletizing equipment
- operate a pallet wrapper / Shrink wrap palletised seed
- operate bag and pallet transportation systems
- perform basic machinery maintenance
- label and stencil seed bags
- seal seed packages
- use literacy skills to read, interpret and follow organisational policies and procedures, follow sequenced written instructions, record accurately and legible information collected and select and apply procedures for a range of tasks
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning techniques, active listening, clarifying information and consulting with supervisors as required
- use numeracy skills to estimate, calculate and record routine workplace measures
- use interpersonal skills to work with and relate to people from a range of cultural, social and religious backgrounds and with a range of physical and mental abilities.

#### Required knowledge

- associated regulations and legislation that covers labelling of packaged seed
- chemical warnings, the detail of the seed that must be put on the bag
- alternative methods of bag sealing
- bulk seed storage
- seed packaging methods
- seed packaging equipment
- basic equipment maintenance
- packaged product transport and storage
- machinery and workplace safety
- enterprise storage plans

<b>REQUIRED SKILLS AND KNOWLEDGE</b>
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| <ul style="list-style-type: none"><li>• enterprise labelling requirements</li><li>• types of packaging.</li></ul> |
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## Evidence Guide

<b>EVIDENCE GUIDE</b>	
The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
<b>Overview of assessment</b>	
<b>Critical aspects for assessment and evidence required to demonstrate competency in this unit</b>	<p>The evidence required to demonstrate competency in this unit must be relevant to workplace operations and satisfy holistically all of the requirements of the performance criteria and required skills and knowledge and include achievement of the following:</p> <ul style="list-style-type: none"> <li>• set up and prepare machinery for use</li> <li>• operate packaging and labelling machinery, and</li> <li>• move and store packaged seed.</li> </ul>
<b>Context of and specific resources for assessment</b>	Competency requires the application of work practices under work conditions. Selection and use of resources for some worksites may differ due to the regional or enterprise circumstances.

## Range Statement

<b>RANGE STATEMENT</b>	
The range statement relates to the unit of competency as a whole.	
Activities may include:	<ul style="list-style-type: none"> <li>• those associated with all commercial quantities of seed.</li> </ul>

## Unit Sector(s)

<b>Unit sector</b>	Seed processing
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## Co-requisite units

<b>Co-requisite units</b>		

### Competency field

<b>Competency field</b>	
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