



Australian Government

ICPSUP2020 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 4.0.

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 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 Interpret job sheets 1.2 Locate and prepare product 1.3 Position product on machine to meet job specifications 1.4 Identify faulty product and remove according to WHS requirements and enterprise procedures
2. Load product onto machine	2.1 Load product according to WHS requirements and manufacturer specifications and enterprise procedures

ELEMENT	PERFORMANCE CRITERIA
	2.2 Clean area around machine during and on completion of loading
3. Unload product off machine	3.1 Unload product according to WHS requirements and manufacturer specifications and enterprise procedures 3.2 Prepare product for next process according to enterprise procedures 3.3 Store product according to manufacturer specifications and enterprise procedures

Foundation Skills

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

Skill	Description
Writing	Records key information related to outcomes of the job
Numeracy	Uses simple mathematical calculations and arranges sequential numerical information
Self-management	Identifies and follows enterprise and regulatory requirements associated with own role
Planning and organising	Follows pre-determined, sequenced plans for tasks with more than one step
Problem solving	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

Supersedes and is equivalent to ICPSUP202 Prepare, load and unload product on and off machine.

Links

Companion Volume Implementation Guide is found on VETNet -

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