



**Australian Government**

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

# **ICPSU222C Pack and dispatch solid waste**

**Revision Number: 1**

## ICPSU222C Pack and dispatch solid waste

### Modification History

Not applicable.

### Unit Descriptor

<b>Unit descriptor</b>	This unit describes the performance outcomes, skills and knowledge required to packing and dispatch solid waste.
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### Application of the Unit

<b>Application of the unit</b>	This unit requires the individual to pack and dispatch solid waste according to enterprise procedures.
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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

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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## Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Assess solid waste	1.1. Reusable waste is sorted from recyclable waste according to <i>enterprise procedures</i> 1.2. Waste is weighed and weight and source of waste recorded
2. Prepare solid waste for removal from site	2.1. Waste is shredded according to enterprise procedures, storage and delivery specifications 2.2. Waste is baled as appropriate for waste destination, delivery method and method of transportation and according to enterprise procedures
3. Dispatch solid waste	3.1. Waste is stacked/ <i>packed</i> on/in appropriate storage/shipping containers prior to <i>dispatch</i> 3.2. Waste is dispatched via appropriate delivery mode according to enterprise procedures and job specification 3.3. Waste is dispatched at pre-determined rate to prevent accumulation of waste around machines 3.4. Documentation associated with tasks is accurately completed according to enterprise procedures
4. Carry out minor routine maintenance and cleaning of waste packaging machines	4.1. Shredder is cleaned, checked and lubricated according to manufacturer's specifications and enterprise standard operating procedures 4.2. Baler is cleaned, checked and lubricated according to manufacturer's specifications and enterprise standard operating procedures

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

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

#### Required skills

- OHS in relation to operating machinery such as safely switching off machinery before cleaning is started
- communication of ideas and information by completing workplace documentation on the dispatch of solid waste
- collecting, analysing and organising information by recording the source and weight of waste
- planning and organising activities by sequencing waste collection and packaging to ensure efficiency and minimum disruption of production
- teamwork when removing waste from around machines to ensure flow of work
- mathematical ideas and techniques by completing documentation of the packing and dispatch of solid waste
- problem-solving skills by choosing from various options for waste disposal
- use of technology by using and cleaning the bales to package waste

#### Required knowledge

- sorting solid waste
- difference between reusable and recyclable waste
- example of each of the above
- methods of reusable waste to be stored and used
- weight limitations of each batch of solid waste
- processing solid waste
- OHS regulations on operating the shredding machine
- capabilities of the shredding machine
- appropriate baling method
- dispatch and documentation
- appropriate method for storage of solid waste prior to dispatching
- problems caused by the accumulation of waste around machines
- details that are recorded when dispatching solid waste
- obtaining details for dispatching
- maintaining waste packaging machines
- OHS concerns related to cleaning and maintaining shredding machines
- OHS concerns related to cleaning and maintaining baling machines
- frequency that machines should be cleaned and lubricated
- information sources
- manuals, safety and other documentation that are relevant to this task and where are they kept and information that is included in these documents

## 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>Evidence of the ability to:</p> <ul style="list-style-type: none"> <li>• correct packing and dispatching solid waste</li> <li>• assess, prepare and dispatch TWO lots of solid waste and maintain and clean waste packaging machines according to job and workplace specifications and the listed Performance Criteria</li> <li>• evidence for assessment may be gathered from assessment of the unit of competency alone or through an integrated assessment activity.</li> </ul>
<b>Context of and specific resources for assessment</b>	<p>Assessment must ensure:</p> <ul style="list-style-type: none"> <li>• assessment may take place on the job, off the job or a combination of these. Off the job assessment must be undertaken in a closely simulated workplace environment</li> <li>• solid waste and disposal equipment.</li> </ul>
<b>Method of assessment</b>	<p>A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:</p> <ul style="list-style-type: none"> <li>• direct questioning combined with review of portfolios of evidence and third party workplace reports of on-the-job performance by the candidate.</li> </ul>
<b>Guidance information for assessment</b>	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

## Range Statement

<b>RANGE STATEMENT</b>	
<p>The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.</p>	
<i>Enterprise procedures</i> may include:	<ul style="list-style-type: none"> <li>range of enterprise procedures within defined work area.</li> </ul>
<i>Packaging techniques</i> may include:	<ul style="list-style-type: none"> <li>various methods and equipment used in packing of solid waste.</li> </ul>
<i>Dispatch methods</i> may include:	<ul style="list-style-type: none"> <li>packaging requirements for the various methods of transportation of products.</li> </ul>
<i>Quality standards</i> may include:	<ul style="list-style-type: none"> <li>should meet client requirements and enterprise and industry standards.</li> </ul>
<i>Substrate handling</i> may include:	<ul style="list-style-type: none"> <li>range of substrates within the major categories of paper, pressure sensitive material, board, corrugated board, plastics and related films, or metal.</li> </ul>

## Unit Sector(s)

<b>Unit sector</b>	
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## Competency field

<b>Competency field</b>	Support
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## Co-requisite units

<b>Co-requisite units</b>		

<b>Co-requisite units</b>		