



Australian Government

FBPBP2003 Operate the carton packing process

Release: 1

FBPBPG2003 Operate the carton packing process

Modification History

Release	Comments
Release 1	This version released with FBP Food, Beverage and Pharmaceutical Training Package Version 2.0.

Application

This unit of competency describes the skills and knowledge required to set up, operate and shut down a range of semi-automated carton packing equipment.

The unit applies to individuals who work under general supervision in bottling and packaging industry and are responsible for operating and monitoring a carton packing process and associated equipment.

All work must be carried out to comply with workplace procedures, according to state/territory health and safety, and food safety regulations, legislation and standards that apply to the workplace.

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

Pre-requisite Unit

Nil

Unit Sector

Bottling and Packaging (BPG)

Elements and Performance Criteria

Elements	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 to operate carton packing equipment	1.1 Confirm work instructions, including identifying potential health and safety in the workplace hazards and controls with supervisor 1.2 Select, fit and use appropriate personal protective equipment 1.3 Ensure that product and dry goods are available and ready for use

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	1.4 Confirm that services are available and ready for operation 1.5 Prepare carton packing equipment and check to confirm readiness for use 1.6 Set equipment to meet carton packing requirements
2. Operate and monitor the carton packing process	2.1 Start up carton packing equipment according to operating instructions 2.2 Monitor control points to confirm performance is maintained within specification 2.3 Pack cartons according to specifications 2.4 Monitor carton packing equipment to confirm operating condition 2.5 Identify, rectify and report out-of-specification end product, process and equipment performance according to workplace procedures 2.6 Liaise with operators in other work areas to ensure ongoing packaging process runs efficiently and effectively
3. Shut down the carton erection process	3.1 Shut down carton packing equipment according to operating instructions 3.2 Prepare carton packing equipment for cleaning
4. Conduct housekeeping activities	4.1 Carry out cleaning procedures 4.2 Collect, treat and dispose of or recycle waste generated by both the process and cleaning procedures 4.3 Record workplace information according to workplace procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	Interpret key messages in standard operating procedures
Navigate the world of	Follow clear instructions within defined level of responsibility

Skill	Description
work	• Recognise organisational expectations and follows explicit protocols and procedures • Seek clarification when required
Get the work done	• Respond to routine problems using step by step instruction and procedures

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FBPBP2003 Operate the carton packing process	FDFBP2003A Operate the carton packing process	Updated to meet Standards for Training Packages Minor changes to Performance Criteria to clarify intent	Equivalent unit

Links

Companion Volume Implementation Guides are found in VETNet: -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4>

Assessment Requirements for FBPBP2003 Operate the carton packing process

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Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has safely and effectively prepared for, started up, operated and shut down all items of equipment in a carton packing process on a minimum of one occasion, including:

- confirming equipment is ready for operation, including:
 - multi-lane bottle diverters on infeed conveyors are operational
 - vacuum is operational
 - any adjacent coding equipment is set up and operational
 - line controls (conveyors) are operational
 - line lube is operational and being correctly applied
 - all hot melt guns or jets are operational
 - equipment is set for correct carton, cask and bottle dimensions
 - check weigher is operational
- monitoring and adjusting process equipment to achieve required quality outcomes, ensuring:
 - compressed air pressure is at correct level
 - vacuum pressure is at correct level
 - hot melt units are maintained with correct adhesive level
 - carton supply is maintained
 - carton inserts are maintained
 - vacuum cups are picking up properly
 - hot glue strokes are correct length and producing a firm seal
 - weigher is rejecting underweight (short supplied) cartons
- taking corrective action in response to typical faults and inconsistencies
- liaising with other work areas involved in the packaging process
- completing workplace records as required

- applying safe work practices and identifying health and safety in the workplace hazards and controls.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- purpose and principles of carton packing equipment
- key features of carton packing equipment and components
- links to related processes
- stages and changes which occur during the process
- effect of process stages on end product
- quality characteristics and uses of end product
- effect of product and materials on process outcomes
- emergency and troubleshooting procedures
- process specification, procedures and operating parameters
- equipment and instrumentation components, purpose and operation
- basic operating principles of process control systems where relevant
- services required
- significance and methods of monitoring control points
- common causes of variation and corrective action required
- technological advances that include automation and use of robots
- health and safety in the workplace hazards and controls
- routine maintenance requirements
- lock-out and tag-out procedures
- procedures and responsibility for reporting problems
- shutdown and cleaning requirements associated with changeovers and types of shutdown
- recording requirements and procedures.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - skills must be demonstrated in a workplace setting or an environment that accurately represents a real workplace
- resources, equipment and materials:
 - carton packing equipment
 - carton packing resources and consumables
 - tools and equipment for adjusting and maintaining equipment
 - personal protective equipment
- specifications:
 - work procedures and operator manuals or instructions.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

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