



Australian Government

FWPCOT2271 Pack timber or wood products for despatch

Release: 1

FWPCOT2271 Pack timber or wood products for despatch

Modification History

Release	Comments
Release 1	This version released with FWP Forest and Wood Products Training Package Version 8.0.

Application

This unit of competency describes the skills and knowledge required to plan and pack timber or wood products for routine and special orders and to modify packing in response to order changes in readiness for despatch to customers.

The unit applies to individuals who pack timber or wood products in a timber or wood products factory setting.

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

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

Pre-requisite Unit

Nil

Unit Sector

Common Technical (COT)

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 pack timber or wood products orders	1.1 Review work order and clarify with appropriate personnel 1.2 Select and use personal protective and safety equipment appropriate to work requirements 1.3 Assess strength, flexibility and liability to damage of timber or

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<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	wood products to be packed 1.4 Ensure sizes and weights of planned pack are consistent with handling systems at despatch and delivery site 1.5 Communicate information with relevant personnel, as required, according to workplace procedures
2. Pack timber or wood products orders	2.1 Select packing material to suit specific order requirements 2.2 Apply packing methods according to relevant regulations and workplace procedures 2.3 Use stacking, bracing and strapping methods to provide strength and minimise damage during transport 2.4 Apply labelling methods according to workplace procedures 2.5 Minimise and deal with bracing and strapping waste material according to workplace procedures, manufacturer recommendations and environmental protection requirements 2.6 Report and rectify pack handling problems or product damage resulting from packing process
3. Modify packing of timber or wood products in response to order changes	3.1 Determine changes to type or quantity of timber or wood products to be packed 3.2 Review or alter transport packing methods 3.3 Report changes that may result in potential major problems with the customer

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 routine workplace documents, including procedures, orders, consignment documents, despatch schedules, product labels and stock records
Writing	- Complete routine records of orders and despatch - Record information on despatch labels

Skill	Description
	• Write routine reports about order and despatch problems
Oral communication	• Ask open and closed probing questions and actively listen to clarify contents of orders and consignment documentation • Provide clear instructions to delivery driver
Numeracy	• Determine numbers of goods on order documentation, and count items to match • Input accurate numerical data into stock records • Estimate with reasonable accuracy size and weight of packs to be distributed

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FWPCOT2271 Pack timber or wood products for despatch	FWPCOT2231 Pack products	New unit title Minor edits to Application, Performance Criteria, Foundation Skills, Performance Evidence and Assessment Conditions	Equivalent

Links

Companion Volumes, including Implementation Guides, are available at VETNet: - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0d96fe23-5747-4c01-9d6f-3509ff8d3d47>

Assessment Requirements for FWPCOT2271 Pack timber or wood products for despatch

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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 planned and packed timber or wood products for:

- one routine order in readiness for despatch to customers
- one special order in readiness for despatch to customers.

In performing each of these tasks, the individual has:

- followed workplace health and safety and environmental protection practices and/or procedures for packing timber or wood products
- packed timber or wood products according to work order
- stacked, braced, strapped and labelled packs of timber or wood products
- used appropriate labelling methods
- modified packing of routine order
- monitored, reported and rectified packing faults and handling problems

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:

- safe work procedures involved in packing and handling timber or wood products, including the use of personal protective equipment
- workplace environmental protection requirements and practices, including the safe and efficient disposal, recycling or re-use of waste material, including bracing and strapping waste material
- workplace procedures related to timber or wood products packing process, including:
 - identifying and resolving common faults and problems
 - recording and reporting workplace information

- end-use of timber or wood products to be packed, and consequences of product damage resulting from packing process
- characteristics of pack shift and movement, its impact on safety and how to control it
- packing sequences and weight distribution and their impact on safety and productivity
- packing methods that apply to different types of timber or wood products, including stacking, bracing, and strapping
- tools and equipment used for packing, and procedures for their safe use and maintenance.

Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:

- physical conditions:
 - skills must be demonstrated in a timber processing plant, a timber manufacturing plant or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - timber or wood products to be packed
 - materials and equipment used to pack products
 - packing materials
 - labelling materials
 - personal protective equipment required for packing operations
- specifications:
 - work order or instruction detailing task to be carried out
 - workplace health and safety and environmental protection policies and/or procedures applicable to timber or wood products packing operations
 - workplace procedures for timber or wood products packing operations.

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

Links

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