



Australian Government

Assessment Requirements for 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.

Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- prepare, load and unload product on and off any one machine on at least two occasions in the printing and graphic arts industry according to enterprise procedures and work health and safety (WHS) requirements.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- enterprise procedures and WHS risks and requirements for:
 - manual handling of substrates
 - loading and unloading sheets and product off the machine
 - cleaning the work area
- information that can be obtained from the package label
- benefits of fanning sheets prior to stacking or loading
- elements of a knocked up stack and techniques to ensure stack is knocked up as required
- visual signs of fault in product
- conditions that cause a stack to become uneven
- techniques to combat distorted stacks
- methods for identifying watermarks in substrates and positioning them
- different characteristics of coated and uncoated stocks
- faults created by substrates being unloaded incorrectly
- grain direction of a substrate
- procedures for preparing and loading selected substrates
- required manual handling of the substrate
- procedure for unloading sheets off the machine
- procedures for turning substrates

- product storage procedures
- manufacturer manuals, enterprise procedures and work health and safety documentation, including their location and purpose.

Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Noise levels, production flow, interruptions and time variances must be typical of those experienced in the support field of work and include access to:

a printing or converting machine.

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

Links

Companion Volume Implementation Guide is found on VETNet -

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