



Australian Government

MEM11006 Perform production packaging

Release: 1

MEM11006 Perform production packaging

Modification History

Release 1. Supersedes and is equivalent to MEM11006B Perform production packaging

Application

This unit of competency defines the skills and knowledge required to package and label finished goods, including assemblies, sub-assemblies, and individual or multiple components in a production/process environment for storage or transport.

It is not intended to apply in situations where simple interim packing, storage and/or stacking are undertaken in context of a production function.

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

Where the storage and handling of dangerous goods is a component of the application of this unit, users should check for relevant regulations and legislation with the appropriate authorities.

Band: A

Unit Weight: 2

Pre-requisite Unit

MEM11011	Undertake manual handling
MEM13015	Work safely and effectively in manufacturing and engineering
MEM16006	Organise and communicate information

Competency Field

Materials handling

Elements and Performance Criteria

Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
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1	Determine job requirements	1.1	Follow standard operating procedures (SOPs)
		1.2	Comply with work health and safety (WHS)

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

requirements at all times

1.3 Use appropriate personal protective equipment (PPE) in accordance with SOPs

1.4 Identify job requirements from specifications, job sheets or work instructions

2 Undertake packaging

2.1 Identify packaging requirements from instructions or determined by safety, storage conditions, site and legislative requirements

2.2 Undertake packaging according to SOPs

3 Label packaged items

3.1 Check to ensure identification labels, tags and stickers are correct and place/attach them in an appropriate manner

3.2 Store packaged items in a safe, orderly and retrievable manner and record the location in the warehouse/store

Foundation Skills

This section describes those required skills (reading, writing, oral communication and numeracy) that are essential to workplace performance in this unit of competency.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

- Packaging requirements include the following:**
- packaging methods, including one (1) or more of the following:
 - manual processes
 - semi-automatic
 - fully automated packaging equipment

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- procedures undertaken, including one (1) or more of the following:
 - standards
 - codes
 - legislative
 - company and customer requirements
- packaging material determined from instructions - written or verbal

Storage conditions, site and legislative requirements include the following:

- legislative requirements e.g. dangerous goods and storage of poisons acts and regulations

Unit Mapping Information

Release 1. Supersedes and is equivalent to MEM11006B Perform production packaging

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b7050d37-5fd0-4740-8f7d-3b7a49c10bb2>

Assessment Requirements for MEM11006 Perform production packaging

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria on at least two (2) occasions and include:

- following work instructions, standard operating procedures (SOPs) and safe work practices for performing production packaging
- determining packaging requirements and methods in accordance with requirements
- labelling packaging items according to SOPs
- handling and storing packaged items using scanning devices in accordance with legislative requirements
- completing all enterprise documentation according to SOPs.

Knowledge Evidence

Evidence required to demonstrate the required knowledge for this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include knowledge of:

- safe work practices and procedures and use of personal protective equipment (PPE)
- packaging requirements
- legislative requirements
- labelling procedures and standards
- storage and recording procedures.

Assessment Conditions

- Assessors must:
 - have vocational competency in performing production packaging at least to the level being assessed with relevant industry knowledge and experience
 - satisfy the assessor requirements in the *Standards for Registered Training Organisations 2015* or its replacement and comply with the *National Vocational Education and Training Regulator Act 2011*, its replacement or equivalent legislation covering VET regulation in a non-referring state/territory as the case requires

- Where possible assessment must occur in operational workplace situations. Where this is not possible or where personal safety or environmental damage are limiting factors, assessment must occur in a sufficiently rigorous simulated environment that reflects realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

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