



Australian Government

MEM11008 Package materials (stores and warehouse)

Release: 1

MEM11008 Package materials (stores and warehouse)

Modification History

Release 1. Supersedes and is equivalent to MEM11008B Package materials (stores and warehouse)

Application

This unit of competency defines the skills and knowledge required to determine package requirements, package and label items in a stores and warehousing environment, and includes stacking, storage, weight, size, material type and expected life and transport requirements.

Packaging includes sequenced packaging and point of pick up packaging, packaging materials and methods and often relates to receive and dispatch functions.

Where the selection and use of engineering measurement is required unit MEM12023 Perform engineering measurements should also be selected.

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.
---	---

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	Determine job requirements	1.1	Follow standard operating procedures (SOPs)
		1.2	Comply with work health and safety (WHS) 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	Determine packaging requirements	2.1	Determine safety or special packaging requirements
		2.2	Determine storage requirements to meet safety, storage conditions, site and legislative requirements
		2.3	Determine transport and store requirements
3	Undertake packaging and labelling of items	3.1	Select and use the most appropriate packaging method to suit the product
		3.2	Use correct seal, compression and packaging materials
		3.3	Apply labels and identification stickers to accurately describe the content of package

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.

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.

Site and legislative requirements include one (1) or more of the following:

- site requirements and SOPs
- organisational policy
- legislative requirements e.g. dangerous goods, storage of poisons, environmental protection acts and regulations

Transport and store requirements include one (1) or more of the following:

- racks
- boxes
- bins
- road
- rail
- courier transport
- dangerous goods code for transport of goods

Packaging methods and materials include one (1) or more of the following:

- wrapping
- shrink wrapping
- wrapping in bubble wrap
- polystyrene packing, pallets
- crates/boxes
- other methods
- packing tape
- banding
- boxes
- pallet racking

Unit Mapping Information

Release 1. Supersedes and is equivalent to MEM11008B Package materials (stores and warehouse)

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 MEM11008 Package materials (stores and warehouse)

Modification History

Release 1. Supersedes and is equivalent to MEM11008B Package materials (stores and warehouse)

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
- effectively communicating with the production and dispatch personnel
- selecting packaging methods and materials and following site procedures for labelling of packaged products
- determining storage requirements according to requirements
- determine transport and store requirements according to dangerous goods code for transport of goods
- undertaking numerical operations and calculations for packing goods
- completing all enterprise documentation in accordance with 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 methods, materials and legislation
- weights, measures and capacities
- types of transport
- knowledge of organisational receive and dispatch functions
- applicable safety data sheets (SDS)
- labelling procedures and standards
- storage and recording procedures.

Assessment Conditions

- Assessors must:
 - have vocational competency in packaging materials (stores and warehouse) 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.

Links

Companion Volume implementation guides are found in VETNet -

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