



Australian Government

Department of Education, Employment and Workplace Relations

MEM15016B Inspect pre-packed articles

Release: 1

MEM15016B Inspect pre-packed articles

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit cover performing trade measurement inspection activities in trading environments. The unit covers the competency required to undertake examination of pre-packed articles in relation to measurement.
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Application of the Unit

Application of the unit	This unit applies to the inspection of articles intended for sale as pre-packed articles for compliance with legislative requirements. Applies to goods sold or intended for sale in any location regardless of place of packing. This unit has dual status and is to be regarded as both a Specialisation band A unit and Specialisation band B unit for progression to C5 (AQF level V). Band: A Unit Weight: 8
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		
Path 1	MEM13003B	Work safely with industrial chemicals and materials

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Explain the requirements of trade measurement legislation relating to pre-packed articles	1.1. Legislative requirements that apply to pre-packed articles are explained. 1.2. Approved markings as they apply to all pre-packed articles intended for sale are described.
2. Inspect pre-packed articles for compliance with marking requirements	2.1. Pre-packed articles are examined for the marking of quantity statements and unit pricing in accordance with legislative requirements. 2.2. Pre-packed articles are examined for the marking of packer identification. 2.3. Results of examination are documented for further action.
3. Measure pre-packed articles	3.1. Articles are selected for check measuring in accordance with marketplace intelligence, legislative requirements and organisational procedures. 3.2. Product handling and disposal requirements are assessed and complied with in accordance with workplace, health and safety requirements, environmental considerations and public sector auditor's requirements. 3.3. Specialised equipment and measuring devices are selected in accordance with organisational procedures. 3.4. Articles are check measured in accordance with organisation's procedures to determine compliance with legislation. 3.5. Results of check measurements are documented for further action.
4. Finalise inspection and take appropriate action	4.1. Trading practice information relevant to the inspection is communicated to the trader. 4.2. Approved procedures to remedy non-compliance are determined and applied, 4.3. Inspection documentation is completed in accordance with organisational procedures.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Look for evidence that confirms skills in:

- applying relevant sections of the legislation to pre-packed articles
- measuring pre-packed articles
- assessing quantity and unit pricing statements, for compliance with legislation
- comparing marking of packer identification, against legislation
- recording marking non-compliance accurately for further action
- interpreting marketplace intelligence
- safely handling and disposing of products in relation to measuring pre-packed articles
- documenting check-measurement results and non-compliances in accordance with organisational guidelines
- checking the accuracy and suitability of the measuring devices
- discussing trader's enquiries and concerns
- explaining legislative requirements to traders
- completing legal documentation
- planning follow-up activities
- recording results of the inspection accurately in organisation's information files
- making clear and accurate recommendations

Required knowledge

Look for evidence that confirms knowledge of:

- definition of 'pre-packed articles'
- relevant sections of legislation across a range of pre-packed articles
- the range of packing types
- quantity statement or measurement marking form, size and position
- pre-packed articles exempted from the requirements of legislation
- all symbols for units of measurement
- application of qualifying statements
- pre-packed articles exempted from marking packer identification
- how to identify origin of packing
- marketplace intelligence, legislative requirements and organisational procedures in relation to selecting pre-packed articles
- the impact of environmental factors on pre-packed articles
- use of protective clothing and equipment
- checking of hazardous product data sheet
- the organisation's policy and procedures

REQUIRED SKILLS AND KNOWLEDGE

- the accuracy and suitability of the measuring devices used to check pre-packed articles
- procedures for determining the measurement method of pre-packed articles
- the number of articles to check-measure in accordance with legislative requirements
- methods of determining the tare weight of packages
- responding to trader's enquiries
- advising the trader
- accurate wording of notices
- legislative requirements and obligations for the issuing of notices
- organisation's guidelines for return visits
- specific reporting procedures

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

A person who demonstrates competency in this unit must be able to inspect pre-packed articles. Competency in this unit cannot be claimed until all prerequisites have been satisfied.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Assessors must be satisfied that the candidate can competently and consistently perform all elements of the unit as specified by the criteria, including required knowledge, and be capable of applying the competency in new and different situations and contexts.

Context of and specific resources for assessment

This unit may be assessed on the job, off the job or a combination of both on and off the job. Where assessment occurs off the job, that is the candidate is not in productive work, then an appropriate simulation must be used where the range of conditions reflects realistic workplace situations. The competencies covered by this unit would be demonstrated by an individual working alone or as part of a team. The assessment environment should not disadvantage the candidate.

This unit could be assessed in conjunction with any other units addressing the safety, quality, communication, materials handling, recording and reporting associated with inspecting pre-packed articles, or other units requiring the exercise of the skills and knowledge covered by this unit.

Method of assessment

Assessors should gather a range of evidence that is valid, sufficient, current and authentic. Evidence can be gathered through a variety of ways including direct observation, supervisor's reports, project work, samples and questioning. Questioning techniques should not require language, literacy and numeracy skills beyond those required in this unit of competency. The candidate must have access to all tools, equipment, materials and documentation required. The candidate must be permitted to refer to any relevant workplace procedures, product and manufacturing specifications, codes, standards, manuals and reference materials.

EVIDENCE GUIDE**Guidance information for assessment****Range Statement****RANGE STATEMENT**

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Legislation requirements and policy guidelines

Enabling legislation, organisational policies and procedures - workplace, health and safety, environmental legislation, enforcement policies, auditor's instructions

Workplace, health and safety requirements

Storage of test equipment, site/premise conditions, handling of dangerous materials, safety clothing, manual handling techniques, product disposal, transportation of test equipment

Environmental considerations

Disposal of hazardous materials, weather conditions, storage methods and conditions

Specialist equipment and measuring devices

Reference standards and test equipment, safety equipment, product handling equipment, measuring equipment

Inspection documentation

Organisational forms, notices, field books, product handling sheets, evaluation form or report

Unit Sector(s)**Unit sector**

Co-requisite units

Co-requisite units		

Competency field

Competency field	Quality
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