

# **ASSESSMENT GUIDELINES**

## **Unit 23358**

**Stack and strap packed produce onto pallets**

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Level 3, Credit 8, Version 1

# Stack and strap packed produce onto pallets.

Unit standard 23358

Level 3, Credit 8, Version 1

## Level of performance required for this unit standard

This is a level 3 unit standard. At this level trainees are expected to demonstrate the following abilities when completing assessment tasks:

- To work under general supervision, with some independence; with significant responsibility for the standard of the outcome achieved.
- To apply technical skills and knowledge to complete the task to the specified standard, in a familiar context.
- To interpret available information, and use discretion and judgment.

## Workplace assessment:

For guidelines on Workplace Assessment, please refer to the NZHITO Workplace Assessors Manual, and for further information, please contact: NZHITO, P O Box 8638, Christchurch. Ph 03 9644 735, Fax 03 9644 737, Website [www.hortito.org.nz](http://www.hortito.org.nz)

## Special notes:

1. *Workplace procedures* refer to written or verbal policies and procedures on safety, operation and production set down by the employer or host organisation.
2. *Standards* refer to any requirements laid down in quality assurance documentation and industry standards as supplied by and industry body, agent or exporter company.
3. Legislation relevant to this unit standard includes but is not limited to: the Health and Safety in Employment Act 1992; Employment Relations Act 2000; Resource Management Act 1991; Privacy Act 1993; Hazardous Substances and New Organism Act 1996, and related regulations; and Occupational Safety and Health Approved Codes of Practice;
4. Produce may include; fruit, vegetables, and flowers

## Unit 23358: Stack and strap packed produce onto pallets. (Apprentice copy)

ELEMENT	Competent	Range of evidence an assessor should consider
<b>Element 1</b> Describe packaging standards, stacking aids, and safety equipment.	Yes/No	<ul style="list-style-type: none"> <li>▪ Describe pallet and packaging standards. Range: may include but is not limited to; pack type, pallet type, quantity of packs per pallets, count per pack, grade, branding, pallet configuration, palletising components, labelling.</li> <li>▪ Describe stacking aids and safety equipment. Range: may include but are not limited to; footwear, tools.</li> </ul>
<b>Element 2</b> Stack packaging onto pallets.	Yes/No	<ul style="list-style-type: none"> <li>▪ Implement stacking configurations in accordance with standards.</li> <li>▪ Stack packaging on pallets in accordance with standards. Range: may include but is not limited to: count, market destination, pack type, pallet base, labels, and shrink wrap.</li> <li>▪ Stack pallets correctly in accordance with standards and workplace procedures. Range: may include but is not limited to: correct label, correct configuration, correct label orientation, no overhang, no leaning pallets, correct pack type, correct pallet base, no damage to packaging.</li> <li>▪ Ensure pallets are secured and packaged in accordance with standards. Range: may include but is not limited to: connecting strips, plates, corner boards, shrink wrapped, and pallet caps.</li> <li>▪ Adjust pallet and packing standards to meet quality controller's requirements, if necessary.</li> </ul>
<b>Element 3</b> Strap pallets of packed produce.	Yes/No	<ul style="list-style-type: none"> <li>▪ Ensure strapping configurations are in accordance with standards and workplace procedures. Range: may include but is not limited to; number of straps/pallet, strapping sequence, location of straps.</li> <li>▪ Strapped and secure packaging in accordance with standards and workplace procedures. Range: may include but is not limited to: connecting strips, plates, corner boards, shrink wrapped, tension of straps, crimps.</li> <li>▪ Operate strapping equipment safely in accordance with manufacturers specifications. Range: may include but not limited to: threaded, rethreaded, cleaned, stripped, serviced.</li> <li>▪ Recognise any pallets that are incorrectly strapped and rectify discrepancies in accordance with pallet and packaging standards and workplace procedures.</li> <li>▪ Maintain the work area in a clean, tidy, and safe manner in accordance with workplace procedures. Range: may include but no limited to: an identified work area, rubbish removal, tools secured.</li> </ul>
<b>Element 4</b> Complete documentation for packed produce.	Yes/No	<ul style="list-style-type: none"> <li>▪ Identify the functions of individual labels in terms of relevance to market destination, as required. Range: container labels, bar codes, pallet labels.</li> <li>▪ Complete documentation for the pallets, as required, in accordance with standards and workplace procedures. Range: bar codes pallet labels, EAN labels, visual indicators.</li> </ul>

\_\_\_\_\_ (Name of Apprentice)

is **Competent / Not yet competent** in Unit Standard 23358, version 1

**Signed (Assessor):** \_\_\_\_\_

WPA Registration Number: \_\_\_\_\_ Date: \_\_\_\_\_

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**Signed (Assessor):** \_\_\_\_\_

WPA Registration Number: \_\_\_\_\_ Date: \_\_\_\_\_

Please send this page to your NZHITO Regional Manager, who will forward it to National Office to register the credits on your NZQA Record of Learning.

## **Unit 23358: Stack and strap packed produce onto pallets.**

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*(Name of Apprentice)*

**is Competent in Unit Standard 23358. (version 1)**

**Signed (Assessor):**

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WPA Registration Number: \_\_\_\_\_

Date: \_\_\_\_\_