

Modification history

| Release | Comments |
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| Release 1 | This version released with Food, Beverage and Pharmaceutical Training Package Version 4.0. |

| FBPBP3008 | Operate an automated carton packing process |
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| Application | <p>This unit of competency describes the skills and knowledge required to set up, operate and shut down an automated carton packing process using a range of complex equipment, including a case packing machine, divider inserter, case sealer, conveyers and other quality control equipment.</p> <p>The unit applies to individuals who work under broad direction in a packaging environment and are responsible for operating and monitoring a carton packing process, including safety compliance, production changeovers, consumables, cleaning and solving problems that arise with the process. Operators are responsible for solving problems that arise with machinery and reporting unresolved problems to technical specialists.</p> <p>All work must be carried out to comply with workplace procedures, according to state/territory health and safety and food safety regulations, legislation and standards that apply to the workplace.</p> <p>No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.</p> |
| Prerequisite Unit | Nil |
| Unit Sector | Bottling and Packaging (BPG) |

| Elements | Performance Criteria |
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| <i>Elements describe the essential outcomes.</i> | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i> |
| 1. Prepare for packing | 1.1 Check work order to determine number and type of cartons, and other packing consumables required 1.2 Select, fit correctly and use required personal protective equipment 1.3 Check machinery maintenance charts and rectify or report any items that require maintenance 1.4 Check and set machine format to meet the requirements of products and cartons specified in work order 1.5 Check all machine safety equipment is operational 1.6 Confirm quality inspection systems and equipment are correctly fitted and functional 1.7 Confirm serviceability of conveyors and reset all counters |
| 2. Operate and monitor the carton packing process | 2.1 Carry out test run and adjust as required to meet packing specifications 2.2 Ensure supply of consumables for packaging process 2.3 Carry out quality checks on sample cartons and complete records according to workplace requirements 2.4 Apply problem-solving principles and techniques to identify and rectify machine faults according to workplace procedures 2.5 Clean up spillages and breakages according to workplace procedures 2.6 Ensure quantity, process efficiency and quality specifications are met 2.7 Report major process problems and products that do not meet specifications 2.8 Handover carton packing process to another team member when required |

| Elements | Performance Criteria |
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| <i>Elements describe the essential outcomes.</i> | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i> |
| 3. Change over packing run | 3.1 Prepare equipment and consumables for upcoming product change 3.2 Check and record product counters to ensure an accurate changeover 3.3 Coordinate team members to assist with changeover 3.4 Apply isolation measures according to workplace requirements 3.5 Empty machine of product and complete required changeover, and confirm parts, sensors, rails and stoppers have been adjusted and set 3.6 Complete end-of-run carton packing records and reports 3.7 Remove and store unused consumables and equipment parts not required after changeover 3.8 Conduct test run and make adjustments as required |
| 4. Shut down the carton packing process | 4.1 Empty machinery and equipment of packaged products 4.2 Shut down machinery according to workplace procedures 4.3 Remove and store unused packing materials 4.4 Complete carton packing records and reports 4.5 Clean and maintain packing machinery and equipment 4.6 Dispose of waste according to workplace and environmental procedures 4.7 Report issues requiring maintenance by technicians |

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| Foundation Skills | |
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| <i>This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.</i> | |
| Skill | Description |
| Reading | <ul style="list-style-type: none"> Interpret technical text and symbols in machinery operations manuals |
| Writing | <ul style="list-style-type: none"> Complete quality reports using correct terminology |
| Numeracy | <ul style="list-style-type: none"> Estimate and calculate quantity, weight and rate related to operating a packing line |
| Oral communication | <ul style="list-style-type: none"> Use industry terminology to communicate with team members |

| Unit Mapping Information | | | |
|---|--|-----------------|---------------------------|
| Code and title current version | Code and title previous version | Comments | Equivalence status |
| FBPBPG3008 Operate an automated carton packing process | Not applicable | New unit | No equivalent unit |

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| Links | Companion Volumes, including Implementation Guides, are available at VETNet: https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4 |
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| TITLE | Assessment requirements for FBPBP3008 Operate an automated carton packing process |
| Performance Evidence | |
| <p>An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.</p> <p>There must be evidence that the individual has independently set up, operated, and shut down two automated packing processes for different work orders. Each process must use a conveyor fed automatic case packing machine packing at least 12,000 containers per hour, and include at least two of the following:</p> <ul style="list-style-type: none"> • divider inserter • case sealer • check weigher or other quality inspection device • conveyer controls. <p>The processes must package at least two of the following carton types:</p> <ul style="list-style-type: none"> • 4-pack • 6-pack • 12-pack • 18-pack • 24-pack • 30-pack. <p>For each process, the individual must have safely and efficiently performed the following:</p> <ul style="list-style-type: none"> • identified, rectified and/or reported machinery faults, including: <ul style="list-style-type: none"> • defective tulip heads • carton divider problems • glue application system problems • reset machinery that is creating products that do not meet specifications • accurately and effectively handed over a packing process to another team member • communicated effectively with a supervisor and at least one of the following: <ul style="list-style-type: none"> • maintenance team member • laboratory or quality assurance team member • bottling and packaging team member • logistics team member • accurately completed workplace production records. <p>The individual must also complete a packing run changeover that requires a complete machine changeover, including the picking head and centring frame, according to workplace safety and time requirements.</p> | |

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| Knowledge Evidence | |
| <p>An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:</p> <ul style="list-style-type: none"> • product knowledge related to the containers to be packaged as stipulated in the performance evidence, including: <ul style="list-style-type: none"> • size, weight and volume • client or receiver requirements or specifications • operating principles of machinery and equipment, including: <ul style="list-style-type: none"> • conveyor fed automatic case packing machine capable of packing at least 12,000 containers per hour • divider inserter • case sealer • check weigher • conveyer controls • features and functions of machinery and equipment, including: | |

| Knowledge Evidence |
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| <ul style="list-style-type: none"> • manufacturer and workplace instructions for safe operation • control panels and ancillary controls • operating capacities, efficiencies and applications • location and purpose of guards, rails and sensors • feedback instrumentation • services required, including compressed air, electricity and water • cleaning and maintenance requirements • machinery and equipment checks, including: <ul style="list-style-type: none"> • pre-start checks, including emergency stop checks • lock-out and tag-out procedures, including return to service after isolation • the interrelationships between the bottling, carton packing and palletising • product and process changeover procedures and responsibilities • quality control requirements, processes and actions, including: <ul style="list-style-type: none"> • packing order specifications • requirements of containers, variation in containers and the packing process • methods used to check quality • common causes of carton packing quality issues and corrective action required, including removal of out-of-specification containers and cartons • planned sampling and testing associated with process monitoring and control • responding to machinery alerts and notifications • recording of results • isolating samples for testing • product identification and traceability requirements, including: <ul style="list-style-type: none"> • client or receiver requirements or specifications • carton coding • health and safety hazards and controls, including awareness of the limitations of personal protective clothing and equipment relevant to the work process • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the carton packing process, including: <ul style="list-style-type: none"> • rework and reuse of products • waste processing • manual handling procedures related to the packing process. |

| Assessment Conditions |
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| <p>Assessment of skills must take place under the following conditions:</p> <ul style="list-style-type: none"> • physical conditions: <ul style="list-style-type: none"> • an industrial carton packaging plant • resources, equipment and materials: <ul style="list-style-type: none"> • the equipment stipulated in the performance evidence • packaging cartons and inserts • the containers to be packaged stipulated in the performance evidence • packaging consumables, including glue and ink • specifications: <ul style="list-style-type: none"> • two packing work orders stipulated in the performance evidence • workplace procedures for an automatic packing process and the machinery and equipment stipulated in the performance evidence • relationships: <ul style="list-style-type: none"> • supervisor and others stipulated in the performance evidence. <p>Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.</p> |

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