

LEARNING OUTCOMES

- 1 Produce packaged products
- 2 Know how to produce packaged products

Performance evidence must be the main form of evidence gathered. You are required to provide THREE pieces of evidence that demonstrate your competence for the criteria in outcome one and ONE piece of evidence to show your essential knowledge for the criteria in outcome two.

OUTCOME ONE

PRODUCE PACKAGED PRODUCTS

You are required to provide THREE pieces of evidence that demonstrate your competence in each criteria.

Performance evidence required You must be able to:	Evidence reference number	Evidence reference number	Evidence reference number
1 Work safely at all times, complying with health and safety, environmental and other relevant regulations and guidelines.			
2 Follow the relevant packaging procedures and safety requirements to include all of the following: <ul style="list-style-type: none"> • health and safety regulations • safe working practices • job instructions • packaging equipment / tool operating instructions • company standards and procedures. 			
3 Obtain and follow the correct job instructions and any relevant packaging procedure and quality specifications.			
4 Use the correct packaging tools, equipment, materials for the packaging operations being performed.			

Continued on page 2

Unit 215

Producing packaged products

OUTCOME ONE continued

PRODUCE PACKAGED PRODUCTS

Performance evidence required You must be able to:	Evidence reference number	Evidence reference number	Evidence reference number
5 Perform packaging operations using one of the following methods: <ul style="list-style-type: none"> • hand packaging operations • manually operated machine packaging operations • fully automated machine packaging operations • combined packaging operations. 			
6 Perform the packaging operation according to instructions and safe operating procedures.			
7 Follow the correct sequence of events in the finishing operation.			
8 Monitor and control the packaging operation and identify any faults, variations or problems that occur.			
9 Make permitted adjustments to solve production faults, variations or problems to related to two of the following: <ul style="list-style-type: none"> • quality • accuracy • material utilisation • operational safety • manufacturing changes • productivity. 			
10 Report any problems that you cannot solve or are outside your permitted authority to the appropriate person to include one of the following: <ul style="list-style-type: none"> • supervisor • team leader • quality control. 			

Continued on page 3

OUTCOME ONE continued

PRODUCE PACKAGED PRODUCTS

Performance evidence required You must be able to:	Evidence reference number	Evidence reference number	Evidence reference number
11 Minimise any waste during the packaging operation.			
12 Produce finished products which comply with the packaging specification and quality requirements.			
13 Carry out checks of the packaged products to include the following: <ul style="list-style-type: none"> • completeness of packaging operations and three other checks from the following: <ul style="list-style-type: none"> • quality of finish and appearance • freedom from damage • freedom from contamination • security of packaging • quantity • volume. 			
14 Work to achieve your production targets for both of the following: <ul style="list-style-type: none"> • output • quality. 			
15 Deal appropriately with packaged components and complete any necessary documentation accurately and legibly.			

Unit 215

Producing packaged products

OUTCOME TWO**KNOW HOW TO PRODUCE PACKAGED PRODUCTS**

You are required to demonstrate competence in each criteria on at least ONE occasion.

Performance evidence required You must be able to:	Evidence reference number	Evidence reference number	Evidence reference number
1 Describe the relevant health and safety requirements of the work area in which you are carrying out the packaging operations.			
2 Explain the specific safe working practices, packaging procedures and environmental regulations that need to be observed.			
3 Explain the hazards associated with carrying out the packaging operations and how they can be minimised.			
4 Explain what actions need to be taken in case of emergencies.			
5 Explain what personal protective equipment needs to be used during the packaging activities and where can it be obtained.			
6 Explain how to obtain the necessary job instructions, operating procedures and packaging specifications that are used, and how to interpret them.			
7 Explain what tools and equipment are used for the packaging operations undertaken and how to check that they are in a safe and usable condition.			
8 Explain how to operate, monitor and control the packaging equipment to achieve the required specification.			

Continued on page 5

OUTCOME TWO continued**KNOW HOW TO PRODUCE PACKAGED PRODUCTS**

Performance evidence required You must be able to:	Evidence reference number	Evidence reference number	Evidence reference number
9 Explain the specific packaging operations to be performed.			
10 Explain why it is important to follow the specified packaging sequence and procedure at all times.			
11 Explain what methods can be use to minimise waste during packaging operations.			
12 Explain what faults, problems or variations can occur in the packaging operation.			
13 Explain how to identify faults, problems or variations in the packaging operation.			
14 Explain what allowable adjustments you can make to achieve the specification in the packaging operation.			
15 Explain why it is important to report faults, variations or problems that are outside your permitted authority and or you cannot solve.			
16 Explain how to check the quality of the packaged products, against the required quality standards and what tools and equipment are used.			
17 Explain what documentation may need to be completed, and why it is important to complete it accurately and legibly.			

Continued on page 6

Unit 215

Producing packaged products

OUTCOME TWO *continued***KNOW HOW TO PRODUCE PACKAGED PRODUCTS**

Performance evidence required You must be able to:	Evidence reference number	Evidence reference number	Evidence reference number
18 Explain what your responsibilities are with regard to the reporting lines and procedures in your working area.			
19 Explain who the appropriate people are and what their responsibilities are within your working area.			

Sign-off

CANDIDATE DECLARATION

I confirm that all the evidence submitted for this qualification is my own work.

Signature of candidate:

Date:

ASSESSOR DECLARATION

I can confirm that the evidence presented is valid, authentic, current and sufficient within the context of the qualification criteria, and demonstrates the candidate's competence across the outcomes claimed.

Signature of assessor:

Name of assessor:

Date:

Internal verifier signature (if sampled):

Internal verifier name:

Date:

External verifier signature (if sampled):

External verifier name:

Date:
