

Specification of Competency Standards
for the Fashion Industry
Unit of Competency

Functional Area - Laundry Services

Title	Package and prepare items for storage and despatch
Code	110316L2
Range	Package and prepare clothing items for storage and despatch to ensure on-time delivery of order items in an appropriate way. This applies to individuals who are required to package and prepare clothing items for storage and despatch in accordance with the delivery methods to ensure on-time delivery of order items in an appropriate way.
Level	2
Credit	2
Competency	<p>Performance Requirements</p> <p>1. Knowledge in the subject area</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • understand the delivery methods and procedures of finished clothing items in the organisation (including rewashed items) • outline the common packaging methods and requirements of finished clothing items (e.g. returned on hangers) • understand the transportation schedule and storage requirements of different clothing items • outline the content and remark items (e.g. quantity differences) of finished items delivery records <p>2. Application and process</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • identify the delivery methods and procedures of finished clothing items • use appropriate techniques and tools to package clothing items in accordance with the specified packaging methods and quantities (e.g. returned on hangers) • store packaged clothing items in the specified location in accordance with established procedures or transportation schedule • adjust delivery arrangements in response to changes in production or transportation schedule • check the quantity of clothing items delivered, update or prepare delivery records, and seek support from related parties when necessary <p>3. Exhibit professionalism</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • carefully verify and clearly record the clothing items to be delivered and their quantity • properly package and wrap up clothing items to ensure the cleanliness and integrity of the items and accessories are maintained
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to accomplish:</p> <ul style="list-style-type: none"> • Packaging and preparing clothing items for storage and despatch in accordance with the delivery methods to ensure on-time delivery of order items in an appropriate way.
Remark	