Specification of Competency Standards
for the Printing and Publishing Industry
Unit of Competency

1. Title	Understand printing production management
2. Code	PPPROM304A
3. Level	3
4. Credit	6
5. Competency	<table><tr><td colspan="2" align="center">Performance Requirements</td></tr><tr><td>5.1 Know production management method for achieving efficient production</td><td>♦ Know effective production planning ♦ Identify methods for effecting production plan</td></tr><tr><td>5.2 Understand repair and maintenance plan for production plant and printing machinery</td><td>♦ Assist superior in effecting repair and maintenance plan for production plant and printing machinery within departmental scope of work</td></tr><tr><td>5.3 Understand operation codes, guidelines and standards</td><td>♦ Assist superior in adopting operation codes, guidelines and standards within departmental scope of work</td></tr></table>

	5.4	Know trend and development of printing technology	♦ Know precisely trend and development of printing ♦ Understand use of new printing materials ♦ Understand application of new hardware and software for printing ♦ Know latest trend and development of digital printing ♦ Know latest trend and development of integrated digital printing management
	5.5	Assist in implementing production, repair and maintenance plan according to departmental operation codes, guidelines and standards	♦ Assist in implementing production, production plant and printing machinery repair and maintenance plan in addition to adopting operation codes, guidelines and standards of department
6. Range		Assist in implementing production, repair and maintenance plan according to operation codes, guidelines and standards and perform related tasks in printing production department.	
7. Assessment Criteria		The integrated outcome requirements of this unit of competency are: (i) Able to assist in implementing production, production plant and printing machinery repair and maintenance plan according to departmental operation codes, guidelines and standards.	
8.Remarks		The credit value of this unit of competency is based on the assumption that the learner has general knowledge of printing production flow.	