

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

1. Title	Master upstream and downstream coordination for postpress department
2. Code	PPRP0502A
3. Level	5
4. Credit	12
5. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>5.1 Formulate departmental production plan and control</p> <ul style="list-style-type: none"> ◆ Set requirements for postpress department in terms of production volume, cost, quality and delivery schedule ◆ Master production plan and control to ensure that the department meets such requirements ◆ Use departmental resources flexibly to ensure that the department meets such requirements ◆ Solve problems of department operation <p>5.2 Set mechanism for coordinating with prepress and printing department</p> <ul style="list-style-type: none"> ◆ Master coordination with prepress and printing department regarding technical processing and quality of finished product ◆ Set mechanism for effective communication and coordination between prepress, printing and postpress department to ensure that printing jobs meet corporate requirements regarding cost, quality and delivery schedule

	<p>5.3 Set mechanism for coordinating with packaging and transportation department</p> <ul style="list-style-type: none"> ◆ Understand workflow of packaging and transportation department for finished product supply coordination ◆ Set mechanism for effective communication and coordination between postpress and packaging and transportation department to ensure that printing jobs meet corporate requirements regarding cost, quality and delivery schedule
6. Range	<p>Work out departmental production plan and set mechanism for coordination with prepress and printing department to ensure that planned requirements regarding production volume, cost, quality and delivery schedule are met and perform related tasks in postpress department.</p>
7. Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <p>(i) Able to formulate coordination guidelines for production and operation that meets requirements regarding cost, quality and delivery schedule based on the characteristics of postpress department resources and operation of prepress, printing, packaging and transportation departments and to execute production-related coordination with these departments and perform related tasks.</p>
8. Remarks	<p>The credit value of this unit of competency is based on the assumption that the learner has knowledge of print production flow management.</p>