Australian Government

AMP Australian Meat Processing Training Package

Release: 2.0

CONTENTS

AMP20116 Certificate II in Meat Processing (Food Services)....30
AMP20216 Certificate II in Meat Processing (Smallgoods)....41
AMP20316 Certificate II in Meat Processing (Abattoirs)....45
AMP20415 Certificate II in Meat Processing (Meat Retailing)....56
AMP30116 Certificate III in Meat Processing (Boning Room)....60
AMP30216 Certificate III in Meat Processing (Food Services)....63
AMP30316 Certificate III in Meat Processing (Meat Safety)....73
AMP30416 Certificate III in Meat Processing (Rendering)....78
AMP30516 Certificate III in Meat Processing (Slaughtering)....81
AMP30616 Certificate III in Meat Processing (General)....89
AMP30716 Certificate III in Meat Processing (Quality Assurance)....99
AMP30815 Certificate III in Meat Processing (Retail Butcher)....103
AMP30916 Certificate III in Meat Processing (Smallgoods - General)....109
AMP31016 Certificate III in Meat Processing (Smallgoods - Manufacture)....115
AMP31116 Certificate III in Meat Processing (Livestock Handling)....121
AMP31216 Certificate III in Meat Processing (Packing Operations)....126
AMP40215 Certificate IV in Meat Processing (General)....130
AMP40315 Certificate IV in Meat Processing (Leadership)....135
AMP40415 Certificate IV in Meat Processing (Quality Assurance)....138
AMP40516 Certificate IV in Meat Processing (Meat Safety)....141
AMP50115 Diploma of Meat Processing (Meat Retailing)....147
AMP50215 Diploma of Meat Processing....150
AMP60115 Advanced Diploma of Meat Processing....153
AMP80115 Graduate Certificate in Agribusiness....157
AMP80215 Graduate Diploma of Agribusiness....160
AHCBIO302 Identify and report unusual disease or plant pest signs....163
Assessment Requirements for AHCBIO302 Identify and report unusual disease or plant pest signs....165
AHCLSK204 Carry out regular livestock observation....167
Assessment Requirements for AHCLSK204 Carry out regular livestock observation....170
AHCLSK205 Handle livestock using basic techniques....172
Assessment Requirements for AHCLSK205 Handle livestock using basic techniques....175
AHCLSK207 Load and unload livestock....177
Assessment Requirements for AHCLSK207 Load and unload livestock....180
AHCLSK212A Ride horses to carry out stock work....182
AHCLSK320 Coordinate and monitor livestock transport....187
Assessment Requirements for AHCLSK320 Coordinate and monitor livestock transport190
AHCMOM202 Operate tractors....192
Assessment Requirements for AHCMOM202 Operate tractors....195
AHCMOM212 Operate quad bikes....197
Assessment Requirements for AHCMOM212 Operate quad bikes....200
AMPA2000 Prepare animals for slaughter....202
Assessment Requirements for AMPA2000 Prepare animals for slaughter....205
AMPA2001 Feed race....207
Assessment Requirements for AMPA2001 Feed race....209
AMPA2002 Restrain animal....211
Assessment Requirements for AMPA2002 Restrain animal....213
AMPA2003 Perform emergency kill....215
Assessment Requirements for AMPA2003 Perform emergency kill....217

© Commonwealth of Australia, 2025 Skills Insight

AMPA2004 Assess, purchase and transport calves....219
Assessment Requirements for AMPA2004 Assess, purchase and transport calves....222
AMPA2005 Unload livestock....224
Assessment Requirements for AMPA2005 Unload livestock....227
AMPA2006 Apply animal welfare and handling requirements....229
Assessment Requirements for AMPA2006 Apply animal welfare and handling requirements....232
AMPA2007 Identify animals using electronic systems....234
Assessment Requirements for AMPA2007 Identify animals using electronic systems....236
AMPA2008 Shackle animal....238
Assessment Requirements for AMPA2008 Shackle animal....240
AMPA2009 Operate electrical stimulator....242
Assessment Requirements for AMPA2009 Operate electrical stimulator....245
AMPA2010 Remove head....247
Assessment Requirements for AMPA2010 Remove head....249
AMPA2011 Cut hocks....251
Assessment Requirements for AMPA2011 Cut hocks....253
AMPA2012 Mark brisket....255
Assessment Requirements for AMPA2012 Mark brisket....257
AMPA2013 Complete changeover operation....259
Assessment Requirements for AMPA2013 Complete changeover operation....261
AMPA2014 Trim pig pre evisceration....263
Assessment Requirements for AMPA2014 Trim pig pre evisceration....265
AMPA2015 Number carcase and head....267
Assessment Requirements for AMPA2015 Number carcase and head....269
AMPA2016 Punch pelts....271
Assessment Requirements for AMPA2016 Punch pelts....273
AMPA2017 Remove brisket wool....275
Assessment Requirements for AMPA2017 Remove brisket wool....277
AMPA2018 Prepare hide or pelt for removal....279
Assessment Requirements for AMPA2018 Prepare hide or pelt for removal....281
AMPA2019 Bag tail....283
Assessment Requirements for AMPA2019 Bag tail....285
AMPA2020 Remove and record tag....287
Assessment Requirements for AMPA2020 Remove and record tag....289
AMPA2021 Seal or drain urinary tract....291
Assessment Requirements for AMPA2021 Seal or drain urinary tract....293
AMPA2022 Singe carcase....295
Assessment Requirements for AMPA2022 Singe carcase....297
AMPA2023 Shave carcase....299
Assessment Requirements for AMPA2023 Shave carcase....301
AMPA2024 Flush carcase....303
Assessment Requirements for AMPA2024 Flush carcase....305
AMPA2025 Operate scalding and de-hairing equipment....307
Assessment Requirements for AMPA2025 Operate scalding and de-hairing equipment....309
AMPA2026 Operate whizzard knife....311
Assessment Requirements for AMPA2026 Operate whizzard knife....313
AMPA2027 Operate rise and fall platform....315
Assessment Requirements for AMPA2027 Operate rise and fall platform....317
AMPA2028 Operate vacuum blood collection process....319
Assessment Requirements for AMPA2028 Operate vacuum blood collection process....321
AMPA2029 Operate nose roller....323
Assessment Requirements for AMPA2029 Operate nose roller....325

© Commonwealth of Australia, 2025 Skills Insight

AMPA2030 Operate pneumatic cutter....327
Assessment Requirements for AMPA2030 Operate pneumatic cutter....329
AMPA2031 Operate circular saw....331
Assessment Requirements for AMPA2031 Operate circular saw....333
AMPA2032 Prepare carcase and equipment for hide or pelt puller....335
Assessment Requirements for AMPA2032 Prepare carcase and equipment for hide or pelt puller....337
AMPA2035 Operate new technology or process....339
Assessment Requirements for AMPA2035 Operate new technology or process....341
AMPA2036 Operate sterivac equipment....343
Assessment Requirements for AMPA2036 Operate sterivac equipment....345
AMPA2037 De-rind meat cuts....347
Assessment Requirements for AMPA2037 De-rind meat cuts....349
AMPA2038 De-nude meat cuts....351
Assessment Requirements for AMPA2038 De-nude meat cuts....353
AMPA2039 Operate rib puller....355
Assessment Requirements for AMPA2039 Operate rib puller....357
AMPA2040 Operate frenching machine....359
Assessment Requirements for AMPA2040 Operate frenching machine....361
AMPA2041 Operate cubing machine....363
Assessment Requirements for AMPA2041 Operate cubing machine....365
AMPA2042 Cure and corn product in a meat processing plant....367
Assessment Requirements for AMPA2042 Cure and corn product in a meat processing plant....369
AMPA2043 Operate head splitter....371
Assessment Requirements for AMPA2043 Operate head splitter....373
AMPA2044 Trim neck....375
Assessment Requirements for AMPA2044 Trim neck....377
AMPA2045 Trim forequarter to specification....379
Assessment Requirements for AMPA2045 Trim forequarter to specification....381
AMPA2046 Trim hindquarter to specification....383
Assessment Requirements for AMPA2046 Trim hindquarter to specification....385
AMPA2047 Inspect hindquarter and remove contamination....387
Assessment Requirements for AMPA2047 Inspect hindquarter and remove contamination389
AMPA2048 Inspect forequarter and remove contamination....391
Assessment Requirements for AMPA2048 Inspect forequarter and remove contamination393
AMPA2049 Remove spinal cord....395
Assessment Requirements for AMPA2049 Remove spinal cord....397
AMPA2050 Operate jaw breaker....399
Assessment Requirements for AMPA2050 Operate jaw breaker....401
AMPA2060 Grade carcase....403
Assessment Requirements for AMPA2060 Grade carcase....405
AMPA2061 Weigh carcase....407
Assessment Requirements for AMPA2061 Weigh carcase....409
AMPA2062 Operate semi-automatic tagging machine....411
Assessment Requirements for AMPA2062 Operate semi-automatic tagging machine....413
AMPA2063 Measure fat....415
Assessment Requirements for AMPA2063 Measure fat....417
AMPA2064 Label and stamp carcase....419
Assessment Requirements for AMPA2064 Label and stamp carcase....421
AMPA2065 Wash carcase....423
Assessment Requirements for AMPA2065 Wash carcase....425
AMPA2066 Operate a decontamination unit....427

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2066 Operate a decontamination unit 429
AMPA2067 Remove tenderloin 431
Assessment Requirements for AMPA2067 Remove tenderloin 433
AMPA2068 Inspect meat for defects 435
Assessment Requirements for AMPA2068 Inspect meat for defects 437
AMPA2069 Assemble and prepare cartons 439
Assessment Requirements for AMPA2069 Assemble and prepare cartons 441
AMPA2070 Identify cuts and specifications 443
Assessment Requirements for AMPA2070 Identify cuts and specifications 445
AMPA2071 Pack meat products 447
Assessment Requirements for AMPA2071 Pack meat products 450
AMPA2072 Operate carton sealing machine 452
Assessment Requirements for AMPA2072 Operate carton sealing machine 454
AMPA2073 Operate carton scales 456
Assessment Requirements for AMPA2073 Operate carton scales 459
AMPA2074 Operate strapping machine 461
Assessment Requirements for AMPA2074 Operate strapping machine 463
AMPA2075 Operate carton forming machine 465
Assessment Requirements for AMPA2075 Operate carton forming machine 467
AMPA2076 Operate automatic CL determination machine 469
Assessment Requirements for AMPA2076 Operate automatic CL determination machine 471
AMPA2077 Operate bag forming equipment 473
Assessment Requirements for AMPA2077 Operate bag forming equipment 475
AMPA2080 Assess dentition 477
Assessment Requirements for AMPA2080 Assess dentition 479
AMPA2081 Drop tongue 481
Assessment Requirements for AMPA2081 Drop tongue 483
AMPA2082 Wash head 485
Assessment Requirements for AMPA2082 Wash head 487
AMPA2083 Bone head 489
Assessment Requirements for AMPA2083 Bone head 491
AMPA2084 Remove cheek meat 493
Assessment Requirements for AMPA2084 Remove cheek meat 495
AMPA2085 Bar head and remove cheek meat 497
Assessment Requirements for AMPA2085 Bar head and remove cheek meat 499
AMPA2086 Process thick skirts 501
Assessment Requirements for AMPA2086 Process thick skirts 503
AMPA2087 Process thin skirts 505
Assessment Requirements for AMPA2087 Process thin skirts 507
AMPA2088 Process offal 509
Assessment Requirements for AMPA2088 Process offal 511
AMPA2089 Process runners 513
Assessment Requirements for AMPA2089 Process runners 515
AMPA2100 Overview offal processing 517
Assessment Requirements for AMPA2100 Overview offal processing 519
AMPA2101 Prepare and trim honeycomb 521
Assessment Requirements for AMPA2101 Prepare and trim honeycomb 523
AMPA2102 Recover mountain chain 525
Assessment Requirements for AMPA2102 Recover mountain chain 527
AMPA2103 Further process tripe 529
Assessment Requirements for AMPA2103 Further process tripe 531
AMPA2104 Trim processed tripe 533
Assessment Requirements for AMPA2104 Trim processed tripe 535

© Commonwealth of Australia, 2025 Skills Insight

AMPA2105 Process small stock tripe....537
Assessment Requirements for AMPA2105 Process small stock tripe....539
AMPA2106 Process bibles....541
Assessment Requirements for AMPA2106 Process bibles....543
AMPA2107 Process maws....545
Assessment Requirements for AMPA2107 Process maws....547
AMPA2108 Loadout meat product....549
Assessment Requirements for AMPA2108 Loadout meat product....552
AMPA2109 Store carcase product....554
Assessment Requirements for AMPA2109 Store carcase product....556
AMPA2110 Store carton product....558
Assessment Requirements for AMPA2110 Store carton product....560
AMPA2111 Locate storage areas and product....562
Assessment Requirements for AMPA2111 Locate storage areas and product....565
AMPA2112 Complete re-pack operation....567
Assessment Requirements for AMPA2112 Complete re-pack operation....569
AMPA2113 Bag carcase....571
Assessment Requirements for AMPA2113 Bag carcase....573
AMPA2114 Overview offal processing on the slaughter floor....575
Assessment Requirements for AMPA2114 Overview offal processing on the slaughter floor....577
AMPA2115 Separate offal....579
Assessment Requirements for AMPA2115 Separate offal....581
AMPA2116 Trim offal fat....583
Assessment Requirements for AMPA2116 Trim offal fat....585
AMPA2117 Separate and tie runners....587
Assessment Requirements for AMPA2117 Separate and tie runners....589
AMPA2118 Recover thin skirts....591
Assessment Requirements for AMPA2118 Recover thin skirts....593
AMPA2125 Remove thick skirts....595
Assessment Requirements for AMPA2125 Remove thick skirts....597
AMPA2126 Remove flares....599
Assessment Requirements for AMPA2126 Remove flares....601
AMPA2127 Recover offal....603
Assessment Requirements for AMPA2127 Recover offal....605
AMPA2128 Overview hide or pelt or skin processing....607
Assessment Requirements for AMPA2128 Overview hide or pelt or skin processing....609
AMPA2129 Trim hide or skin....611
Assessment Requirements for AMPA2129 Trim hide or skin....613
AMPA2130 Salt hide or skin....615
Assessment Requirements for AMPA2130 Salt hide or skin....617
AMPA2131 Grade hide or skin....619
Assessment Requirements for AMPA2131 Grade hide or skin....621
AMPA2132 Despatch hide or skin....623
Assessment Requirements for AMPA2132 Despatch hide or skin....625
AMPA2133 Treat hides chemically....627
Assessment Requirements for AMPA2133 Treat hides chemically....629
AMPA2134 Chill or ice hides....631
Assessment Requirements for AMPA2134 Chill or ice hides....633
AMPA2135 Crop pelts....635
Assessment Requirements for AMPA2135 Crop pelts....637
AMPA2136 Overview fellmongering operations....639
Assessment Requirements for AMPA2136 Overview fellmongering operations....641

© Commonwealth of Australia, 2025 Skills Insight

AMPA2137 Chemically treat skins for fellmongering process 643
Assessment Requirements for AMPA2137 Chemically treat skins for fellmongering process....645
AMPA2138 Prepare chemicals for fellmongering process....647
Assessment Requirements for AMPA2138 Prepare chemicals for fellmongering process649
AMPA2139 Operate wool drier and press....651
Assessment Requirements for AMPA2139 Operate wool drier and press 654
AMPA2140 Perform sweating operation on fellmongered skins....656
Assessment Requirements for AMPA2140 Perform sweating operation on fellmongered skins....658
AMPA2146 Perform skin fleshing operation....660
Assessment Requirements for AMPA2146 Perform skin fleshing operation 662
AMPA2147 Skirt and weigh fellmongered wool 664
Assessment Requirements for AMPA2147 Skirt and weigh fellmongered wool....666
AMPA2148 Operate wool puller....668
Assessment Requirements for AMPA2148 Operate wool puller 670
AMPA2149 Dispose of condemned carcase 672
Assessment Requirements for AMPA2149 Dispose of condemned carcase....674
AMPA2150 Skin condemned carcase....676
Assessment Requirements for AMPA2150 Skin condemned carcase 678
AMPA2151 Eviscerate condemned carcase....680
Assessment Requirements for AMPA2151 Eviscerate condemned carcase 682
AMPA2152 Process paunch 684
Assessment Requirements for AMPA2152 Process paunch....686
AMPA2153 Process slink by-products....688
Assessment Requirements for AMPA2153 Process slink by-products....691
AMPA2154 Process pet meat 693
Assessment Requirements for AMPA2154 Process pet meat....695
AMPA2155 Skin slinks 697
Assessment Requirements for AMPA2155 Skin slinks....699
AMPA2156 Process blood 701
Assessment Requirements for AMPA2156 Process blood....704
AMPA2157 Overview rendering process....706
Assessment Requirements for AMPA2157 Overview rendering process 708
AMPA2158 Operate hogger....710
Assessment Requirements for AMPA2158 Operate hogger 713
AMPA2159 Operate blow line 715
Assessment Requirements for AMPA2159 Operate blow line....718
AMPA2160 Operate meat meal mill 720
Assessment Requirements for AMPA2160 Operate meat meal mill....722
AMPA2161 Operate waste recovery systems 724
Assessment Requirements for AMPA2161 Operate waste recovery systems....727
AMPA2162 Pack and despatch rendered products 729
Assessment Requirements for AMPA2162 Pack and despatch rendered products....732
AMPA2163 Break down and bone carcase for pet meat or rendering 734
Assessment Requirements for AMPA2163 Break down and bone carcase for pet meat or rendering 736
AMPA2170 Operate air filtration system....738
Assessment Requirements for AMPA2170 Operate air filtration system....740
AMPA2171 Clean carcase hanging equipment 742
Assessment Requirements for AMPA2171 Clean carcase hanging equipment....745
AMPA2172 Clean amenities and grounds....747
Assessment Requirements for AMPA2172 Clean amenities and grounds....749

© Commonwealth of Australia, 2025 Skills Insight

AMPA2173 Overview cleaning program 751
Assessment Requirements for AMPA2173 Overview cleaning program 754
AMPA2174 Clean after operations - boning room 756
Assessment Requirements for AMPA2174 Clean after operations - boning room 759
AMPA2175 Clean after operations - slaughter floor 761
Assessment Requirements for AMPA2175 Clean after operations - slaughter floor 764
AMPA2176 Transport meat and meat products 766
Assessment Requirements for AMPA2176 Transport meat and meat products 768
AMPA2177 Handle working dogs in stock yards 770
Assessment Requirements for AMPA2177 Handle working dogs in stock yards 773
AMPA3000 Stun animal 775
Assessment Requirements for AMPA3000 Stun animal 778
AMPA3001 Stick and bleed animal 780
Assessment Requirements for AMPA3001 Stick and bleed animal 783
AMPA3002 Handle animals humanely while conducting ante-mortem inspection 785
Assessment Requirements for AMPA3002 Handle animals humanely while conducting ante-mortem inspection 788
AMPA3003 Assess effective stunning and bleeding 790
Assessment Requirements for AMPA3003 Assess effective stunning and bleeding 792
AMPA3004 Monitor the effective operations of electrical stimulation 794
Assessment Requirements for AMPA3004 Monitor the effective operations of electrical stimulation 797
AMPA3005 Rod weasand 799
Assessment Requirements for AMPA3005 Rod weasand 801
AMPA3006 Seal weasand 803
Assessment Requirements for AMPA3006 Seal weasand 805
AMPA3007 Ring bung 807
Assessment Requirements for AMPA3007 Ring bung 809
AMPA3008 Seal bung 811
Assessment Requirements for AMPA3008 Seal bung 813
AMPA3009 Split carcase 815
Assessment Requirements for AMPA3009 Split carcase 817
AMPA3010 Overview legging operation 819
Assessment Requirements for AMPA3010 Overview legging operation 821
AMPA3012 Make first leg opening cuts 823
Assessment Requirements for AMPA3012 Make first leg opening cuts 825
AMPA3013 Make second leg opening cuts 827
Assessment Requirements for AMPA3013 Make second leg opening cuts 829
AMPA3014 Perform legging on small stock 831
Assessment Requirements for AMPA3014 Perform legging on small stock 833
AMPA3020 Bone neck 835
Assessment Requirements for AMPA3020 Bone neck 837
AMPA3021 Perform 'Y' cut 839
Assessment Requirements for AMPA3021 Perform 'Y' cut 841
AMPA3022 Skin head 843
Assessment Requirements for AMPA3022 Skin head 845
AMPA3023 Explain opening cuts 847
Assessment Requirements for AMPA3023 Explain opening cuts 849
AMPA3024 Perform flanking cuts 851
Assessment Requirements for AMPA3024 Perform flanking cuts 853
AMPA3025 Perform brisket cuts 855
Assessment Requirements for AMPA3025 Perform brisket cuts 857
AMPA3026 Perform rumping cuts 859

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3026 Perform rumping cuts 861
AMPA3027 Perform rosette cuts 863
Assessment Requirements for AMPA3027 Perform rosette cuts 865
AMPA3028 Perform midline cuts 867
Assessment Requirements for AMPA3028 Perform midline cuts 869
AMPA3029 Scald and dehair carcase 871
Assessment Requirements for AMPA3029 Scald and dehair carcase 873
AMPA3030 Operate pelt puller 875
Assessment Requirements for AMPA3030 Operate pelt puller 877
AMPA3031 Operate hide puller 879
Assessment Requirements for AMPA3031 Operate hide puller 882
AMPA3032 Remove pelt manually 884
Assessment Requirements for AMPA3032 Remove pelt manually 886
AMPA3033 Bed dress carcase 888
Assessment Requirements for AMPA3033 Bed dress carcase 891
AMPA3034 Eviscerate animal carcase 893
Assessment Requirements for AMPA3034 Eviscerate animal carcase 895
AMPA3040 Operate brisket cutter or saw 897
Assessment Requirements for AMPA3040 Operate brisket cutter or saw 899
AMPA3041 Eviscerate wild game animal carcase 901
Assessment Requirements for AMPA3041 Eviscerate wild game animal carcase 903
AMPA3042 Backdown pig carcase 905
Assessment Requirements for AMPA3042 Backdown pig carcase 907
AMPA3043 Prepare head for inspection 909
Assessment Requirements for AMPA3043 Prepare head for inspection 911
AMPA3044 Operate air knife 913
Assessment Requirements for AMPA3044 Operate air knife 915
AMPA3045 Drop sock and pull shoulder pelt 917
Assessment Requirements for AMPA3045 Drop sock and pull shoulder pelt 919
AMPA3046 Undertake retain rail operations 921
Assessment Requirements for AMPA3046 Undertake retain rail operations 923
AMPA3047 Prepare and present viscera for inspection 925
Assessment Requirements for AMPA3047 Prepare and present viscera for inspection 927
AMPA3048 Bone small stock carcase - leg 929
Assessment Requirements for AMPA3048 Bone small stock carcase - leg 932
AMPA3049 Slice and trim leg - small stock 934
Assessment Requirements for AMPA3049 Slice and trim leg - small stock 936
AMPA3050 Bone large stock carcase - forequarter 938
Assessment Requirements for AMPA3050 Bone large stock carcase - forequarter 941
AMPA3051 Bone large stock carcase - hindquarter 943
Assessment Requirements for AMPA3051 Bone large stock carcase - hindquarter 946
AMPA3052 Slice and trim large stock forequarter 948
Assessment Requirements for AMPA3052 Slice and trim large stock forequarter 950
AMPA3053 Slice and trim large stock hindquarter 952
Assessment Requirements for AMPA3053 Slice and trim large stock hindquarter 954
AMPA3054 Break carcase using a bandsaw 956
Assessment Requirements for AMPA3054 Break carcase using a bandsaw 958
AMPA3061 Operate leg boning machine 960
Assessment Requirements for AMPA3061 Operate leg boning machine 962
AMPA3062 Operate trunk boning machine 964
Assessment Requirements for AMPA3062 Operate trunk boning machine 966
AMPA3063 Bone small stock carcase - shoulder 968
Assessment Requirements for AMPA3063 Bone small stock carcase - shoulder 971

© Commonwealth of Australia, 2025 Skills Insight

AMPA3064 Bone small stock carcase - middle 973
Assessment Requirements for AMPA3064 Bone small stock carcase - middle 976
AMPA3065 Slice small stock carcase - shoulder 978
Assessment Requirements for AMPA3065 Slice small stock carcase - shoulder 981
AMPA3066 Slice small stock carcase - middle 983
Assessment Requirements for AMPA3066 Slice small stock carcase - middle 986
AMPA3067 Bone carcase using mechanical aids (large stock) 988
Assessment Requirements for AMPA3067 Bone carcase using mechanical aids (large stock) 991
AMPA3068 Prepare and despatch meat products 993
Assessment Requirements for AMPA3068 Prepare and despatch meat products 996
AMPA3069 Perform ante-mortem inspection and make disposition 998
Assessment Requirements for AMPA3069 Perform ante-mortem inspection and make disposition 1001
AMPA3071 Implement food safety program 1004
Assessment Requirements for AMPA3071 Implement food safety program 1008
AMPA3072 Perform carcase Meat Hygiene Assessment 1011
Assessment Requirements for AMPA3072 Perform carcase Meat Hygiene Assessment 1013
AMPA3073 Perform process monitoring for Meat Hygiene Assessment 1015
Assessment Requirements for AMPA3073 Perform process monitoring for Meat Hygiene Assessment 1017
AMPA3074 Perform boning room Meat Hygiene Assessment 1019
Assessment Requirements for AMPA3074 Perform boning room Meat Hygiene Assessment 1021
AMPA3081 Perform offal Meat Hygiene Assessment 1023
Assessment Requirements for AMPA3081 Perform offal Meat Hygiene Assessment 1025
AMPA3082 Operate batch cooker 1027
Assessment Requirements for AMPA3082 Operate batch cooker 1030
AMPA3083 Operate continuous cooker 1032
Assessment Requirements for AMPA3083 Operate continuous cooker 1034
AMPA3084 Operate press 1036
Assessment Requirements for AMPA3084 Operate press 1038
AMPA3085 Operate wet rendering process 1040
Assessment Requirements for AMPA3085 Operate wet rendering process 1042
AMPA3086 Monitor boiler operations 1044
Assessment Requirements for AMPA3086 Monitor boiler operations 1046
AMPA3087 Operate tallow processing plant 1048
Assessment Requirements for AMPA3087 Operate tallow processing plant 1051
AMPA3088 Operate blood processing plant 1053
Assessment Requirements for AMPA3088 Operate blood processing plant 1055
AMPA3089 Produce rendered products hygienically 1057
Assessment Requirements for AMPA3089 Produce rendered products hygienically 1059
AMPA3090 Render edible products 1061
Assessment Requirements for AMPA3090 Render edible products 1064
AMPA3091 Implement a Quality Assurance program for rendering plant 1066
Assessment Requirements for AMPA3091 Implement a Quality Assurance program for rendering plant 1068
AMPA3092 Grade beef carcases using Meat Standards Australia standards 1070
Assessment Requirements for AMPA3092 Grade beef carcases using Meat Standards Australia standards 1073
AMPA3093 Use standard product descriptions - sheep and goats 1075
Assessment Requirements for AMPA3093 Use standard product descriptions - sheep and goats 1078

© Commonwealth of Australia, 2025 Skills Insight

AMPA3094 Use standard product descriptions - beef....1080
Assessment Requirements for AMPA3094 Use standard product descriptions - beef....1082
AMPA3095 Use standard product descriptions - pork....1084
Assessment Requirements for AMPA3095 Use standard product descriptions - pork....1086
AMPA3096 Use standard product descriptions - kangaroos....1088
Assessment Requirements for AMPA3096 Use standard product descriptions - kangaroos1090
AMPA3100 Perform manual chemical lean testing....1092
Assessment Requirements for AMPA3100 Perform manual chemical lean testing....1095
AMPA3101 Overview of the NLIS for sheep and goats....1097
Assessment Requirements for AMPA3101 Overview of the NLIS for sheep and goats....1100
AMPA3102 Overview of the NLIS program utilising RFIDs....1102
Assessment Requirements for AMPA3102 Overview of the NLIS program utilising RFIDs1105
AMPA3103 Manage NLIS data for livestock in lairage....1107
Assessment Requirements for AMPA3103 Manage NLIS data for livestock in lairage....1109
AMPA3104 Manage NLIS data for sheep and goats in lairage....1111
Assessment Requirements for AMPA3104 Manage NLIS data for sheep and goats in lairage....1113
AMPA3105 Manage NLIS for direct purchase of stock identified with an RFID....1115
Assessment Requirements for AMPA3105 Manage NLIS for direct purchase of stock identified with an RFID....1117
AMPA3106 Manage NLIS for direct purchase of sheep or goats....1119
Assessment Requirements for AMPA3106 Manage NLIS for direct purchase of sheep or goats....1121
AMPA3107 Manage NLIS data for saleyard purchase of livestock....1123
Assessment Requirements for AMPA3107 Manage NLIS data for saleyard purchase of livestock....1126
AMPA3108 Manage NLIS for saleyard purchase of sheep or goats....1128
Assessment Requirements for AMPA3108 Manage NLIS for saleyard purchase of sheep or goats....1131
AMPA3109 Manage, report and upload NLIS slaughter data from RFIDs....1133
Assessment Requirements for AMPA3109 Manage, report and upload NLIS slaughter data from RFIDs....1136
AMPA3110 Manage, report and upload mob based NLIS data for sheep and goats....1138
Assessment Requirements for AMPA3110 Manage, report and upload mob based NLIS data for sheep and goats....1140
AMPA3111 Conduct start up procedures and preoperational checks on slaughter floor NLIS data equipment....1142
Assessment Requirements for AMPA3111 Conduct start up procedures and preoperational checks on slaughter floor NLIS data equipment....1145
AMPA3112 Manage NLIS data from RFIDs on the slaughter floor....1147
Assessment Requirements for AMPA3112 Manage NLIS data from RFIDs on the slaughter floor....1150
AMPA3113 Prepare a kill sheet....1152
Assessment Requirements for AMPA3113 Prepare a kill sheet....1155
AMPA3114 Undertake pre slaughter checks of NVDs and PICs for NLIS for sheep and goats....1157
Assessment Requirements for AMPA3114 Undertake pre slaughter checks of NVDs and PICs for NLIS for sheep and goats....1159
AMPA3115 Undertake pre slaughter checks of NVDs, PICs and RFIDs....1161
Assessment Requirements for AMPA3115 Undertake pre slaughter checks of NVDs, PICs and RFIDs....1164
AMPA3116 Supervise meat packing operation....1166
Assessment Requirements for AMPA3116 Supervise meat packing operation....1169

© Commonwealth of Australia, 2025 Skills Insight

AMPA3117 Oversee product loadout....1171
Assessment Requirements for AMPA3117 Oversee product loadout....1174
AMPA3118 Monitor pH and temperature decline....1176
Assessment Requirements for AMPA3118 Monitor pH and temperature decline....1179
AMPA3119 Apply food animal anatomy and physiology to inspection processes....1181
Assessment Requirements for AMPA3119 Apply food animal anatomy and physiology to inspection processes....1184
AMPA3120 Perform ante and post-mortem inspection - Ovine and Caprine....1186
Assessment Requirements for AMPA3120 Perform ante and post-mortem inspection - Ovine and Caprine....1190
AMPA3121 Perform ante and post-mortem inspection - Bovine....1193
Assessment Requirements for AMPA3121 Perform ante and post-mortem inspection - Bovine....1197
AMPA3122 Perform ante and post-mortem inspection - Porcine....1200
Assessment Requirements for AMPA3122 Perform ante and post-mortem inspection - Porcine....1204
AMPA3123 Perform ante and post-mortem inspection - Poultry....1207
Assessment Requirements for AMPA3123 Perform ante and post-mortem inspection - Poultry....1211
AMPA3124 Perform ante and post-mortem inspection - Ratites....1214
Assessment Requirements for AMPA3124 Perform ante and post-mortem inspection - Ratites....1218
AMPA3125 Perform ante and post-mortem inspection - Camels....1221
Assessment Requirements for AMPA3125 Perform ante and post-mortem inspection - Camels....1225
AMPA3127 Perform post-mortem inspection - Wild game....1228
Assessment Requirements for AMPA3127 Perform post-mortem inspection - Wild game1231
AMPA3128 Perform ante and post-mortem inspection - Rabbits....1233
Assessment Requirements for AMPA3128 Perform ante and post-mortem inspection - Rabbits....1237
AMPA3129 Perform ante and post-mortem inspection - Deer....1240
Assessment Requirements for AMPA3129 Perform ante and post-mortem inspection - Deer....1244
AMPA3130 Perform ante and post-mortem inspection - Horses....1247
Assessment Requirements for AMPA3130 Perform ante and post-mortem inspection - Horses....1251
AMPA3131 Identify and report emergency diseases of food animals....1254
Assessment Requirements for AMPA3131 Identify and report emergency diseases of food animals....1257
AMPA3132 Perform ante and post-mortem inspection - Alpacas or Llamas....1259
Assessment Requirements for AMPA3132 Perform ante and post-mortem inspection - Alpacas or Llamas....1264
AMPA3133 Manage NLIS data for pigs in lairage....1267
Assessment Requirements for AMPA3133 Manage NLIS data for pigs in lairage....1269
AMPA3134 Overview of the NLIS Pork....1271
Assessment Requirements for AMPA3134 Overview of the NLIS Pork....1274
AMPA3135 Perform ante and post-mortem inspection - Calves....1276
Assessment Requirements for AMPA3135 Perform ante and post-mortem inspection - Calves....1281
AMPA400 Utilise refrigeration index....1284
Assessment Requirements for AMPA400 Utilise refrigeration index....1287
AMPA401 Implement a Meat Hygiene Assessment program....1289
Assessment Requirements for AMPA401 Implement a Meat Hygiene Assessment program1292

© Commonwealth of Australia, 2025 Skills Insight

AMPA402 Oversee plant compliance with the Australian standards for meat processing1294
Assessment Requirements for AMPA402 Oversee plant compliance with the Australian standards for meat processing 1297
AMPA403 Apply meat science 1299
Assessment Requirements for AMPA403 Apply meat science 1302
AMPA404 Conduct and validate pH and temperature declines to MSA standards..... 1304
Assessment Requirements for AMPA404 Conduct and validate pH and temperature declines to MSA standards 1307
AMPA405 Develop and implement Quality Assurance program for a rendering plant1309
Assessment Requirements for AMPA405 Develop and implement Quality Assurance program for a rendering plant 1311
AMPA406 Inspect transportation container or vehicle 1313
Assessment Requirements for AMPA406 Inspect transportation container or vehicle .. 1315
AMPA407 Contribute to abattoir design and construction processes 1317
Assessment Requirements for AMPA407 Contribute to abattoir design and construction processes 1319
AMPA408 Inspect wild game meat 1321
Assessment Requirements for AMPA408 Inspect wild game meat 1323
AMPA409 Inspect poultry 1325
Assessment Requirements for AMPA409 Inspect poultry 1327
AMPA410 Inspect ratites 1329
Assessment Requirements for AMPA410 Inspect ratites 1332
AMPA411 Oversee humane handling of animals 1334
Assessment Requirements for AMPA411 Oversee humane handling of animals 1337
AMPA412 Conduct an animal welfare audit of a meat processing plant 1339
Assessment Requirements for AMPA412 Conduct an animal welfare audit of a meat processing plant 1343
AMPCOR201 Maintain personal equipment 1345
Assessment Requirements for AMPCOR201 Maintain personal equipment 1347
AMPCOR202 Apply hygiene and sanitation practices 1349
Assessment Requirements for AMPCOR202 Apply hygiene and sanitation practices ... 1351
AMPCOR203 Comply with Quality Assurance and HACCP requirements 1353
Assessment Requirements for AMPCOR203 Comply with Quality Assurance and HACCP requirements 1355
AMPCOR204 Follow safe work policies and procedures 1357
Assessment Requirements for AMPCOR204 Follow safe work policies and procedures1360
AMPCOR205 Communicate in the workplace 1362
Assessment Requirements for AMPCOR205 Communicate in the workplace 1364
AMPCOR206 Overview the meat industry 1366
Assessment Requirements for AMPCOR206 Overview the meat industry 1369
AMPCOR401 Manage own work performance 1371
Assessment Requirements for AMPCOR401 Manage own work performance 1374
AMPCOR402 Facilitate Quality Assurance Process 1376
Assessment Requirements for AMPCOR402 Facilitate Quality Assurance Process 1379
AMPCOR403 Participate in workplace health and safety risk control process 1382
Assessment Requirements for AMPCOR403 Participate in workplace health and safety risk control process 1385
AMPCOR404 Facilitate hygiene and sanitation performance 1387
Assessment Requirements for AMPCOR404 Facilitate hygiene and sanitation performance 1389
AMPG300 Overview wild game meat industry 1391
Assessment Requirements for AMPG300 Overview wild game meat industry 1393
AMPG301 Operate a game harvesting vehicle 1395

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPG301 Operate a game harvesting vehicle 1397
AMPG302 Eviscerate, inspect and tag wild game carcase in the field.....1399
Assessment Requirements for AMPG302 Eviscerate, inspect and tag wild game carcase in the field 1402
AMPG303 Receive and inspect wild game carcases from the field 1404
Assessment Requirements for AMPG303 Receive and inspect wild game carcases from the field.....1406
AMPG304 Receive and inspect wild game carcases at a processing plant 1408
Assessment Requirements for AMPG304 Receive and inspect wild game carcases at a processing plant 1411
AMPG305 Store wild game carcases.....1414
Assessment Requirements for AMPG305 Store wild game carcases 1416
AMPG306 Use firearms to harvest wild game 1418
Assessment Requirements for AMPG306 Use firearms to harvest wild game.....1421
AMPMGT501 Design and manage the food safety system 1423
Assessment Requirements for AMPMGT501 Design and manage the food safety system1426
AMPMGT502 Manage new product or process development.....1429
Assessment Requirements for AMPMGT502 Manage new product or process development.....1433
AMPMGT503 Develop and assess a meat retailing business opportunity.....1435
Assessment Requirements for AMPMGT503 Develop and assess a meat retailing business opportunity.....1438
AMPMGT504 Develop, manage and maintain quality systems 1440
Assessment Requirements for AMPMGT504 Develop, manage and maintain quality systems 1444
AMPMGT505 Manage maintenance systems.....1447
Assessment Requirements for AMPMGT505 Manage maintenance systems 1450
AMPMGT506 Manage utilities and energy.....1453
Assessment Requirements for AMPMGT506 Manage utilities and energy 1456
AMPMGT507 Manage and improve meat industry plant operations 1459
Assessment Requirements for AMPMGT507 Manage and improve meat industry plant operations 1462
AMPMGT508 Manage environmental impacts of meat processing operations.....1465
Assessment Requirements for AMPMGT508 Manage environmental impacts of meat processing operations 1469
AMPMGT509 Manage, maintain and continuously improve workplace health and safety plans and systems.....1472
Assessment Requirements for AMPMGT509 Manage, maintain and continuously improve workplace health and safety plans and systems 1476
AMPMGT510 Manage transportation of meat, meat products and meat by-products..1479
Assessment Requirements for AMPMGT510 Manage transportation of meat, meat products and meat by-products.....1482
AMPMGT601 Benchmark to manage and improve enterprise performance.....1484
Assessment Requirements for AMPMGT601 Benchmark to manage and improve enterprise performance 1487
AMPMGT602 Monitor and manage organisational legal responsibilities 1489
Assessment Requirements for AMPMGT602 Monitor and manage organisational legal responsibilities.....1492
AMPMGT603 Manage meat processing systems to maintain and improve product quality1494
Assessment Requirements for AMPMGT603 Manage meat processing systems to maintain and improve product quality 1497
AMPMGT604 Manage effective operation of meat enterprise cold chain and refrigeration systems 1500

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT604 Manage effective operation of meat enterprise cold chain and refrigeration systems 1503
AMPMGT605 Assess and purchase livestock 1506
Assessment Requirements for AMPMGT605 Assess and purchase livestock 1509
AMPMGT606 Analyse and develop enterprise systems for new opportunities 1512
Assessment Requirements for AMPMGT606 Analyse and develop enterprise systems for new opportunities 1515
AMPMGT607 Establish new markets 1518
Assessment Requirements for AMPMGT607 Establish new markets 1521
AMPMGT801 Manage financial performance 1523
Assessment Requirements for AMPMGT801 Manage financial performance 1526
AMPMGT802 Provide strategic leadership 1528
Assessment Requirements for AMPMGT802 Provide strategic leadership 1531
AMPMGT803 Communicate and negotiate in a culturally diverse context 1533
Assessment Requirements for AMPMGT803 Communicate and negotiate in a culturally diverse context 1536
AMPMGT804 Develop and enhance collaborative partnerships and relationships 1538
Assessment Requirements for AMPMGT804 Develop and enhance collaborative partnerships and relationships 1541
AMPMGT805 Develop and manage international business operations 1544
Assessment Requirements for AMPMGT805 Develop and manage international business operations 1547
AMPMGT806 Commercialise research and technology product or idea 1549
Assessment Requirements for AMPMGT806 Commercialise research and technology product or idea 1552
AMPMGT807 Manage change to organisational electronic technology systems 1555
Assessment Requirements for AMPMGT807 Manage change to organisational electronic technology systems 1558
AMPMGT808 Undertake research project 1560
Assessment Requirements for AMPMGT808 Undertake research project 1562
AMPMGT809 Analyse data for business decision making 1564
Assessment Requirements for AMPMGT809 Analyse data for business decision making 1567
AMPR101 Identify species and meat cuts 1569
Assessment Requirements for AMPR101 Identify species and meat cuts 1571
AMPR102 Trim meat for further processing 1573
Assessment Requirements for AMPR102 Trim meat for further processing 1575
AMPR103 Store meat product 1577
Assessment Requirements for AMPR103 Store meat product 1579
AMPR104 Prepare minced meat and minced meat products 1581
Assessment Requirements for AMPR104 Prepare minced meat and minced meat products 1584
AMPR105 Provide service to customers 1586
Assessment Requirements for AMPR105 Provide service to customers 1589
AMPR106 Process sales transactions 1591
Assessment Requirements for AMPR106 Process sales transactions 1593
AMPR107 Undertake minor routine maintenance 1595
Assessment Requirements for AMPR107 Undertake minor routine maintenance 1598
AMPR108 Monitor meat temperature from receival to sale 1600
Assessment Requirements for AMPR108 Monitor meat temperature from receival to sale 1603
AMPR201 Break and cut product using a bandsaw 1605
Assessment Requirements for AMPR201 Break and cut product using a bandsaw 1607
AMPR202 Provide advice on cooking and storage of meat products 1609
Assessment Requirements for AMPR202 Provide advice on cooking and storage of meat products 1612

© Commonwealth of Australia, 2025 Skills Insight

AMPR203 Select, weigh and package meat for sale 1614
Assessment Requirements for AMPR203 Select, weigh and package meat for sale 1616
AMPR204 Package products using manual packing and labelling equipment 1618
Assessment Requirements for AMPR204 Package products using manual packing and labelling equipment 1620
AMPR205 Use basic methods of meat cookery 1622
Assessment Requirements for AMPR205 Use basic methods of meat cookery 1624
AMPR206 Vacuum pack products in a retail operation 1626
Assessment Requirements for AMPR206 Vacuum pack products in a retail operation 1629
AMPR207 Undertake routine preventative maintenance 1631
Assessment Requirements for AMPR207 Undertake routine preventative maintenance 1634
AMPR208 Make and sell sausages 1636
Assessment Requirements for AMPR208 Make and sell sausages 1639
AMPR209 Produce and sell value-added products 1641
Assessment Requirements for AMPR209 Produce and sell value-added products 1644
AMPR210 Receive meat products 1646
Assessment Requirements for AMPR210 Receive meat products 1648
AMPR211 Provide advice on meal solutions in a meat retail outlet 1650
Assessment Requirements for AMPR211 Provide advice on meal solutions in a meat retail outlet 1653
AMPR212 Clean meat retail work area 1655
Assessment Requirements for AMPR212 Clean meat retail work area 1658
AMPR301 Prepare specialised cuts 1660
Assessment Requirements for AMPR301 Prepare specialised cuts 1662
AMPR302 Assess carcase or product quality 1664
Assessment Requirements for AMPR302 Assess carcase or product quality 1666
AMPR303 Calculate yield of carcase or product 1668
Assessment Requirements for AMPR303 Calculate yield of carcase or product 1670
AMPR304 Manage stock 1672
Assessment Requirements for AMPR304 Manage stock 1675
AMPR305 Meet customer needs 1677
Assessment Requirements for AMPR305 Meet customer needs 1679
AMPR306 Provide advice on nutritional role of meat 1681
Assessment Requirements for AMPR306 Provide advice on nutritional role of meat 1683
AMPR307 Merchandise products, services 1685
Assessment Requirements for AMPR307 Merchandise products, services 1688
AMPR308 Prepare, roll, sew and net meat 1690
Assessment Requirements for AMPR308 Prepare, roll, sew and net meat 1692
AMPR309 Bone and fillet poultry 1694
Assessment Requirements for AMPR309 Bone and fillet poultry 1696
AMPR310 Cost and price meat products 1698
Assessment Requirements for AMPR310 Cost and price meat products 1700
AMPR311 Prepare portion control to specifications 1702
Assessment Requirements for AMPR311 Prepare portion control to specifications 1704
AMPR312 Bone game meat 1706
Assessment Requirements for AMPR312 Bone game meat 1708
AMPR313 Order stock in a meat enterprise 1710
Assessment Requirements for AMPR313 Order stock in a meat enterprise 1712
AMPR314 Calculate and present statistical data in a meat enterprise 1714
Assessment Requirements for AMPR314 Calculate and present statistical data in a meat enterprise 1716
AMPR315 Utilise the Meat Standards Australia system to meet customer requirements 1718

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR315 Utilise the Meat Standards Australia system to meet customer requirements....1721
AMPR316 Cure, corn and sell product....1723
Assessment Requirements for AMPR316 Cure, corn and sell product....1726
AMPR317 Assess and sell poultry products....1729
Assessment Requirements for AMPR317 Assess and sell poultry products....1732
AMPR318 Break carcase for retail sale....1734
Assessment Requirements for AMPR318 Break carcase for retail sale....1736
AMPR319 Locate, identify and assess meat cuts....1738
Assessment Requirements for AMPR319 Locate, identify and assess meat cuts....1741
AMPR320 Assess and address customer preferences....1743
Assessment Requirements for AMPR320 Assess and address customer preferences....1745
AMPR321 Collect and prepare standard samples....1747
Assessment Requirements for AMPR321 Collect and prepare standard samples....1750
AMPR322 Prepare and produce value added products....1752
Assessment Requirements for AMPR322 Prepare and produce value added products....1755
AMPR323 Break small stock carcases for retail sale....1757
Assessment Requirements for AMPR323 Break small stock carcases for retail sale....1759
AMPR324 Break large stock carcases for retail sale....1761
Assessment Requirements for AMPR324 Break large stock carcases for retail sale....1763
AMPR325 Prepare cooked meat product for retail sale....1765
Assessment Requirements for AMPR325 Prepare cooked meat product for retail sale....1768
AMPS101 Handle materials and products....1770
Assessment Requirements for AMPS101 Handle materials and products....1772
AMPS102 Pack smallgoods product....1774
Assessment Requirements for AMPS102 Pack smallgoods product....1777
AMPS201 Package product using thermoform process....1779
Assessment Requirements for AMPS201 Package product using thermoform process....1782
AMPS203 Operate bar and coder systems....1784
Assessment Requirements for AMPS203 Operate bar and coder systems....1786
AMPS205 Select, identify and prepare casings....1788
Assessment Requirements for AMPS205 Select, identify and prepare casings....1790
AMPS206 Manually shape and form product....1792
Assessment Requirements for AMPS206 Manually shape and form product....1795
AMPS207 Slice product using simple machinery....1797
Assessment Requirements for AMPS207 Slice product using simple machinery....1800
AMPS208 Rotate stored meat....1802
Assessment Requirements for AMPS208 Rotate stored meat....1804
AMPS209 Rotate meat product....1806
Assessment Requirements for AMPS209 Rotate meat product....1808
AMPS210 Inspect carton meat....1810
Assessment Requirements for AMPS210 Inspect carton meat....1812
AMPS211 Prepare dry ingredients....1814
Assessment Requirements for AMPS211 Prepare dry ingredients....1816
AMPS212 Measure and calculate routine workplace data....1818
Assessment Requirements for AMPS212 Measure and calculate routine workplace data....1820
AMPS213 Manually link and tie product....1822
Assessment Requirements for AMPS213 Manually link and tie product....1824
AMPS300 Operate mixer or blender unit....1826
Assessment Requirements for AMPS300 Operate mixer or blender unit....1829
AMPS301 Cook, steam and cool product....1832
Assessment Requirements for AMPS301 Cook, steam and cool product....1835
AMPS302 Prepare dried meat....1837

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS302 Prepare dried meat....1840
AMPS303 Fill casings....1842
Assessment Requirements for AMPS303 Fill casings....1845
AMPS304 Thaw product - water....1847
Assessment Requirements for AMPS304 Thaw product - water....1849
AMPS305 Thaw product - air....1851
Assessment Requirements for AMPS305 Thaw product - air....1853
AMPS307 Sort meat....1855
Assessment Requirements for AMPS307 Sort meat....1857
AMPS308 Batch meat....1859
Assessment Requirements for AMPS308 Batch meat....1861
AMPS309 Operate product forming machinery....1863
Assessment Requirements for AMPS309 Operate product forming machinery....1866
AMPS310 Operate link and tie machinery....1868
Assessment Requirements for AMPS310 Operate link and tie machinery....1871
AMPS311 Operate complex slicing and packaging machinery....1873
Assessment Requirements for AMPS311 Operate complex slicing and packaging machinery....1876
AMPS312 Prepare meat-based pates and terrines for commercial sale....1878
Assessment Requirements for AMPS312 Prepare meat-based pates and terrines for commercial sale....1881
AMPS313 Prepare product formulations....1883
Assessment Requirements for AMPS313 Prepare product formulations....1885
AMPS314 Ferment and mature product....1887
Assessment Requirements for AMPS314 Ferment and mature product....1889
AMPS315 Blend meat product....1891
Assessment Requirements for AMPS315 Blend meat product....1894
AMPX201 Prepare and operate bandsaw....1896
Assessment Requirements for AMPX201 Prepare and operate bandsaw....1898
AMPX202 Clean work area during operations....1900
Assessment Requirements for AMPX202 Clean work area during operations....1902
AMPX203 Operate scales and semi-automatic labelling machinery....1904
Assessment Requirements for AMPX203 Operate scales and semi-automatic labelling machinery....1906
AMPX204 Maintain production records....1908
Assessment Requirements for AMPX204 Maintain production records....1910
AMPX205 Clean chillers....1912
Assessment Requirements for AMPX205 Clean chillers....1914
AMPX206 Operate forklift in a specific workplace....1916
Assessment Requirements for AMPX206 Operate forklift in a specific workplace....1919
AMPX207 Vacuum pack product....1921
Assessment Requirements for AMPX207 Vacuum pack product....1924
AMPX208 Apply environmentally sustainable work practices....1926
Assessment Requirements for AMPX208 Apply environmentally sustainable work practices....1928
AMPX209 Sharpen knives....1930
Assessment Requirements for AMPX209 Sharpen knives....1932
AMPX210 Prepare and slice meat cuts....1934
Assessment Requirements for AMPX210 Prepare and slice meat cuts....1936
AMPX211 Trim meat to specifications....1938
Assessment Requirements for AMPX211 Trim meat to specifications....1940
AMPX212 Package product using automatic packing and labelling equipment....1942

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX212 Package product using automatic packing and labelling equipment 1945
AMPX213 Despatch meat product 1947
Assessment Requirements for AMPX213 Despatch meat product 1949
AMPX214 Package meat and smallgoods product for retail sale 1951
Assessment Requirements for AMPX214 Package meat and smallgoods product for retail sale 1954
AMPX215 Operate tenderiser 1956
Assessment Requirements for AMPX215 Operate tenderiser 1958
AMPX216 Operate mincer 1960
Assessment Requirements for AMPX216 Operate mincer 1962
AMPX217 Package product using gas flushing process 1964
Assessment Requirements for AMPX217 Package product using gas flushing process 1967
AMPX218 Operate metal detection unit 1969
Assessment Requirements for AMPX218 Operate metal detection unit 1971
AMPX301 Assess product in chillers 1973
Assessment Requirements for AMPX301 Assess product in chillers 1975
AMPX302 Cure and corn product 1977
Assessment Requirements for AMPX302 Cure and corn product 1980
AMPX303 Break carcase into primal cuts 1982
Assessment Requirements for AMPX303 Break carcase into primal cuts 1984
AMPX304 Prepare primal cuts 1986
Assessment Requirements for AMPX304 Prepare primal cuts 1988
AMPX305 Smoke product 1990
Assessment Requirements for AMPX305 Smoke product 1993
AMPX306 Provide coaching 1996
Assessment Requirements for AMPX306 Provide coaching 1999
AMPX307 Provide mentoring 2001
Assessment Requirements for AMPX307 Provide mentoring 2004
AMPX308 Follow and implement an established work plan 2006
Assessment Requirements for AMPX308 Follow and implement an established work plan 2009
AMPX309 Identify and repair equipment faults 2011
Assessment Requirements for AMPX309 Identify and repair equipment faults 2014
AMPX310 Perform pre-operations hygiene assessment 2016
Assessment Requirements for AMPX310 Perform pre-operations hygiene assessment 2019
AMPX311 Monitor production of packaged product to customer specifications 2021
Assessment Requirements for AMPX311 Monitor production of packaged product to customer specifications 2024
AMPX313 Contribute to energy efficiency 2026
Assessment Requirements for AMPX313 Contribute to energy efficiency 2029
AMPX401 Monitor meat preservation process 2031
Assessment Requirements for AMPX401 Monitor meat preservation process 2034
AMPX402 Monitor and overview the production of processed meats and smallgoods 2036
Assessment Requirements for AMPX402 Monitor and overview the production of processed meats and smallgoods 2039
AMPX403 Monitor and overview the production of Uncooked Comminuted Fermented Meat (UCFM) 2041
Assessment Requirements for AMPX403 Monitor and overview the production of Uncooked Comminuted Fermented Meat (UCFM) 2046
AMPX404 Conduct an internal audit of a documented program 2048
Assessment Requirements for AMPX404 Conduct an internal audit of a documented program 2051
AMPX405 Conduct statistical analysis of process 2053

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX405 Conduct statistical analysis of process 2055
AMPX406 Manage or oversee an external audit of the establishment's quality system .2057
Assessment Requirements for AMPX406 Manage or oversee an external audit of the establishment's quality system.....2060
AMPX407 Oversee export requirements 2062
Assessment Requirements for AMPX407 Oversee export requirements.....2065
AMPX408 Coordinate contracts.....2067
Assessment Requirements for AMPX408 Coordinate contracts 2070
AMPX409 Prepare and evaluate resource proposals 2072
Assessment Requirements for AMPX409 Prepare and evaluate resource proposals.....2075
AMPX410 Facilitate achievement of enterprise environmental policies and goals 2077
Assessment Requirements for AMPX410 Facilitate achievement of enterprise environmental policies and goals.....2080
AMPX411 Foster a learning culture in a meat enterprise 2082
Assessment Requirements for AMPX411 Foster a learning culture in a meat enterprise2085
AMPX412 Build productive and effective workplace relationships.....2087
Assessment Requirements for AMPX412 Build productive and effective workplace relationships 2090
AMPX413 Manage and maintain a food safety plan 2092
Assessment Requirements for AMPX413 Manage and maintain a food safety plan.....2095
AMPX414 Assess and evaluate meat industry requirements and processes 2097
Assessment Requirements for AMPX414 Assess and evaluate meat industry requirements and processes.....2100
AMPX415 Specify beef product using AUS-MEAT language.....2102
Assessment Requirements for AMPX415 Specify beef product using AUS-MEAT language2105
AMPX416 Specify sheep product using AUS-MEAT language.....2107
Assessment Requirements for AMPX416 Specify sheep product using AUS-MEAT language.....2110
AMPX417 Specify pork product using AUS-MEAT language.....2112
Assessment Requirements for AMPX417 Specify pork product using AUS-MEAT language.....2115
AMPX418 Lead communication in the workplace 2117
Assessment Requirements for AMPX418 Lead communication in the workplace.....2120
AMPX419 Participate in product recall.....2122
Assessment Requirements for AMPX419 Participate in product recall.....2124
AMPX420 Participate in the ongoing development and implementation of a HACCP and Quality Assurance system 2126
Assessment Requirements for AMPX420 Participate in the ongoing development and implementation of a HACCP and Quality Assurance system.....2129
AMPX421 Establish sampling program 2131
Assessment Requirements for AMPX421 Establish sampling program.....2133
AMPX422 Develop and implement work instructions and SOPs.....2135
Assessment Requirements for AMPX422 Develop and implement work instructions and SOPs.....2138
AMPX423 Supervise new recruits.....2141
Assessment Requirements for AMPX423 Supervise new recruits 2144
AMPX424 Raise and validate requests for export permits and Meat Transfer Certificates2146
Assessment Requirements for AMPX424 Raise and validate requests for export permits and Meat Transfer Certificates 2149
AMPX425 Conduct a document review.....2151
Assessment Requirements for AMPX425 Conduct a document review 2154
AMPX426 Undertake chiller assessment to AUS-MEAT requirements.....2156

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX426 Undertake chiller assessment to AUS-MEAT requirements 2159
AMPX427 Dry age meat....2161
Assessment Requirements for AMPX427 Dry age meat 2164
BSBCOM501 Identify and interpret compliance requirements 2166
Assessment Requirements for BSBCOM501 Identify and interpret compliance requirements 2170
BSBCOM601 Research compliance requirements and issues 2172
Assessment Requirements for BSBCOM601 Research compliance requirements and issues2176
BSBCUS402 Address customer needs....2178
Assessment Requirements for BSBCUS402 Address customer needs 2181
BSBDES801 Research and apply design theory....2183
Assessment Requirements for BSBDES801 Research and apply design theory 2186
BSBDIV601 Develop and implement diversity policy 2188
Assessment Requirements for BSBDIV601 Develop and implement diversity policy....2192
BSBFIM501 Manage budgets and financial plans....2194
Assessment Requirements for BSBFIM501 Manage budgets and financial plans 2197
BSBFIM601 Manage finances....2199
Assessment Requirements for BSBFIM601 Manage finances 2203
BSBFLM312 Contribute to team effectiveness 2205
Assessment Requirements for BSBFLM312 Contribute to team effectiveness 2208
BSBHRM405 Support the recruitment, selection and induction of staff....2210
Assessment Requirements for BSBHRM405 Support the recruitment, selection and induction of staff 2214
BSBINM302 Utilise a knowledge management system 2216
Assessment Requirements for BSBINM302 Utilise a knowledge management system ...2219
BSBINM401 Implement workplace information system....2221
Assessment Requirements for BSBINM401 Implement workplace information system 2224
BSBINN301 Promote innovation in a team environment....2226
Assessment Requirements for BSBINN301 Promote innovation in a team environment2230
BSBINN801 Lead innovative thinking and practice....2232
Assessment Requirements for BSBINN801 Lead innovative thinking and practice 2236
BSBITU101 Operate a personal computer 2238
Assessment Requirements for BSBITU101 Operate a personal computer....2241
BSBLDR403 Lead team effectiveness 2243
Assessment Requirements for BSBLDR403 Lead team effectiveness....2246
BSBLED401 Develop teams and individuals....2248
Assessment Requirements for BSBLED401 Develop teams and individuals 2252
BSBMGT402 Implement operational plan....2254
Assessment Requirements for BSBMGT402 Implement operational plan 2258
BSBMGT403 Implement continuous improvement....2260
Assessment Requirements for BSBMGT403 Implement continuous improvement 2263
BSBMGT605 Provide leadership across the organisation 2265
Assessment Requirements for BSBMGT605 Provide leadership across the organisation2269
BSBMGT617 Develop and implement a business plan....2271
Assessment Requirements for BSBMGT617 Develop and implement a business plan ...2275
BSBMKG414 Undertake marketing activities 2277
Assessment Requirements for BSBMKG414 Undertake marketing activities....2280
BSBMKG502 Establish and adjust the marketing mix....2282
Assessment Requirements for BSBMKG502 Establish and adjust the marketing mix ..2285
BSBRES801 Initiate and lead applied research 2287
Assessment Requirements for BSBRES801 Initiate and lead applied research....2291
BSBRKG404 Monitor and maintain records in an online environment....2293

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBRKG404 Monitor and maintain records in an online environment....2296
BSBSMB405 Monitor and manage small business operations....2298
Assessment Requirements for BSBSMB405 Monitor and manage small business operations....2302
BSBSMB407 Manage a small team....2304
Assessment Requirements for BSBSMB407 Manage a small team....2309
CPPCLO3020 Pressure wash and clean surfaces....2311
Assessment Requirements for CPPCLO3020 Pressure wash and clean surfaces....2316
CPPCLO3035 Maintain cleaning storage areas....2319
Assessment Requirements for CPPCLO3035 Maintain cleaning storage areas....2325
CPPCLO3036 Clean at heights....2328
Assessment Requirements for CPPCLO3036 Clean at heights....2333
CPPCLO3038 Clean food-handling areas....2336
Assessment Requirements for CPPCLO3038 Clean food-handling areas....2342
FDFAU4001A Assess compliance with food safety programs....2345
FDFAU4002A Communicate and negotiate to conduct food safety audits....2356
FDFAU4003A Conduct food safety audits....2364
FDFAU4004A Identify, evaluate and control food safety hazards....2379
FDFFV3001A Conduct chemical wash for fresh produce....2389
FDFFV3002A Program fresh produce grading equipment....2397
FDFOP1003A Carry out manual handling tasks....2403
FDFOP2001A Work effectively in the food processing industry....2410
FDFOP2002A Inspect and sort materials and product....2418
FDFOP2003A Clean equipment in place....2425
FDFOP2004A Clean and sanitise equipment....2433
FDFOP2005A Work in a socially diverse environment....2440
FDFOP2007A Work in a freezer storage area....2446
FDFOP2010A Work with temperature controlled stock....2452
FDFOP2011A Conduct routine maintenance....2459
FDFOP2012A Maintain food safety when loading, unloading and transporting food....2466
FDFOP2013A Apply sampling procedures....2473
FDFOP2014A Participate in sensory analyses....2479
FDFOP2015A Apply principles of statistical process control....2485
FDFOP2016A Work in a food handling area for non-food handlers....2490
FDFOP2018A Operate a case packing process....2496
FDFOP2019A Fill and close product in cans....2504
FDFOP2020A Operate a form, fill and seal process....2513
FDFOP2021A Operate a fill and seal process....2523
FDFOP2022A Operate a high speed wrapping process....2532
FDFOP2023A Operate a packaging process....2540
FDFOP2026A Operate a forming or shaping process....2549
FDFOP2027A Dispense non-bulk ingredients....2558
FDFOP2028A Operate a mixing or blending process....2566
FDFOP2029A Operate a baking process....2576
FDFOP2030A Operate a process control interface....2585
FDFOP2031A Operate a coating application process....2591
FDFOP2032A Work in a clean room environment....2600
FDFOP2033A Operate a depositing process....2606
FDFOP2034A Operate an evaporation process....2615
FDFOP2035A Operate an enrobing process....2623
FDFOP2036A Operate an extrusion process....2632
FDFOP2037A Operate a filtration process....2641

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2038A Operate a grinding process 2649
FDFOP2039A Operate a frying process 2658
FDFOP2040A Operate a heat treatment process 2666
FDFOP2041A Operate a mixing or blending and cooking process 2675
FDFOP2042A Operate a drying process 2684
FDFOP2043A Operate an homogenising process 2693
FDFOP2044A Operate a retort process 2701
FDFOP2045A Operate pumping equipment 2710
FDFOP2046A Operate a production process 2717
FDFOP2047A Operate a portion saw 2725
FDFOP2048A Pre-process raw materials 2732
FDFOP2049A Operate a reduction process 2740
FDFOP2050A Operate a separation process 2749
FDFOP2051A Operate a spreads production process 2758
FDFOP2052A Operate a chocolate tempering process 2767
FDFOP2053A Operate a washing and drying process 2775
FDFOP2054A Operate a water purification process 2784
FDFOP2056A Operate a freezing process 2793
FDFOP2057A Operate a membrane process 2801
FDFOP2058A Operate a holding and storage process 2809
FDFOP2059A Operate a continuous freezing process 2818
FDFOP2060A Operate an automated cutting process 2827
FDFOP2061A Use numerical applications in the workplace 2835
FDFOP3001A Control contaminants and allergens in the workplace 2841
FDFOP3002A Set up a production or packaging line for operation 2849
FDFOP3003A Operate interrelated processes in a production system 2856
FDFOP3004A Operate interrelated processes in a packaging system 2865
FDFOP3005A Prepare food products using basic cooking methods 2874
FDFOP3006A Identify cultural, religious and dietary considerations for food production 2881
FDFPO3001A Operate a chickway system 2888
FDFPO3002A Debone and fillet product (manually) 2896
FDFPPL2001A Participate in work teams and groups 2903
FDFPPL3001A Participate in improvement processes 2909
FDFPPL3002A Report on workplace performance 2915
FDFPPL3003A Support and mentor individuals and groups 2920
FDFPPL3004A Lead work teams and groups 2926
FDFPPL3005A Participate in an audit process 2933
FDFPPL3006A Establish compliance requirements for work area 2940
FDFSUG222A Operate a waste water treatment system 2945
FDFTEC3001A Participate in a HACCP team 2951
FDFTEC3002A Implement the pest prevention program 2959
FDFTEC3003A Apply raw materials, ingredient and process knowledge to production problems 2966
HLTAID003 Provide first aid 2974
Assessment Requirements for HLTAID003 Provide first aid 2977
MEM13003B Work safely with industrial chemicals and materials 2981
MSL904001 Perform standard calibrations 2987
Assessment Requirements for MSL904001 Perform standard calibrations 2993
MSL916005 Manage complex projects 2996
Assessment Requirements for MSL916005 Manage complex projects 3001
MSL922001 Record and present data 3004
Assessment Requirements for MSL922001 Record and present data 3007
MSL924001 Process and interpret data 3010

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL924001 Process and interpret data 3014
MSL925001 Analyse data and report results 3017
Assessment Requirements for MSL925001 Analyse data and report results 3021
MSL933001 Maintain the laboratory/field workplace fit for purpose 3024
Assessment Requirements for MSL933001 Maintain the laboratory/field workplace fit for purpose.....3031
MSL933004 Perform calibration checks on equipment and assist with its maintenance3034
Assessment Requirements for MSL933004 Perform calibration checks on equipment and assist with its maintenance 3038
MSL934003 Maintain and control stocks 3041
Assessment Requirements for MSL934003 Maintain and control stocks 3046
MSL935002 Assist in the maintenance of reference materials 3049
Assessment Requirements for MSL935002 Assist in the maintenance of reference materials 3054
MSL935003 Authorise the issue of test results 3056
Assessment Requirements for MSL935003 Authorise the issue of test results.....3063
MSL952002 Handle and transport samples or equipment.....3066
Assessment Requirements for MSL952002 Handle and transport samples or equipment3071
MSL953001 Receive and prepare samples for testing 3074
Assessment Requirements for MSL953001 Receive and prepare samples for testing.....3079
MSL954001 Obtain representative samples in accordance with sampling plan 3082
Assessment Requirements for MSL954001 Obtain representative samples in accordance with sampling plan.....3088
MSL973001 Perform basic tests 3091
Assessment Requirements for MSL973001 Perform basic tests 3096
MSL973002 Prepare working solutions 3099
Assessment Requirements for MSL973002 Prepare working solutions.....3103
MSL973003 Prepare culture media.....3106
Assessment Requirements for MSL973003 Prepare culture media 3111
MSL973004 Perform aseptic techniques.....3114
Assessment Requirements for MSL973004 Perform aseptic techniques 3119
MSL973007 Perform microscopic examination 3122
Assessment Requirements for MSL973007 Perform microscopic examination.....3128
MSL974004 Perform food tests.....3131
Assessment Requirements for MSL974004 Perform food tests 3138
MSL974006 Perform biological procedures 3141
Assessment Requirements for MSL974006 Perform biological procedures.....3148
MSL975001 Perform microbiological tests.....3152
Assessment Requirements for MSL975001 Perform microbiological tests 3158
MSMENV172 Identify and minimise environmental hazards.....3161
Assessment Requirements for MSMENV172 Identify and minimise environmental hazards.....3165
MSMENV472 Implement and monitor environmentally sustainable work practices.....3167
Assessment Requirements for MSMENV472 Implement and monitor environmentally sustainable work practices 3171
MSMSUP300 Identify and apply process improvements.....3173
Assessment Requirements for MSMSUP300 Identify and apply process improvements3178
MSMSUP303 Identify equipment faults 3180
Assessment Requirements for MSMSUP303 Identify equipment faults.....3186
MSMSUP330 Develop and adjust a production schedule 3189
Assessment Requirements for MSMSUP330 Develop and adjust a production schedule3194
MSS024006 Perform sampling and testing of water.....3196
Assessment Requirements for MSS024006 Perform sampling and testing of water 3203

© Commonwealth of Australia, 2025 Skills Insight

MSS403011 Facilitate implementation of competitive systems and practices 3206
Assessment Requirements for MSS403011 Facilitate implementation of competitive systems and practices 3211
MSS403013 Lead team culture improvement 3213
Assessment Requirements for MSS403013 Lead team culture improvement 3217
MSS403032 Analyse manual handling processes 3219
Assessment Requirements for MSS403032 Analyse manual handling processes 3223
MSS407001 Prepare for and implement change 3225
Assessment Requirements for MSS407001 Prepare for and implement change 3231
MSS407006 Build relationships between teams in an operations environment 3233
Assessment Requirements for MSS407006 Build relationships between teams in an operations environment 3238
MSS408003 Develop models of future state operations practice 3240
Assessment Requirements for MSS408003 Develop models of future state operations practice 3245
MSTGN3007 Monitor and operate trade waste 3247
Assessment Requirements for MSTGN3007 Monitor and operate trade waste 3251
NWP208A Perform basic wastewater tests 3253
NWP262A Monitor and report wastewater treatment processes 3259
NWP263A Operate and maintain wastewater treatment plant and equipment 3266
NWP704A Lead a project development 3272
NWP706A Review and evaluate water and wastewater sustainability objectives 3278
NWP707A Analyse and review water treatment plant technology 3285
NWPNET025 Coordinate and manage maintenance and repair of network assets 3294
Assessment Requirements for NWPNET025 Coordinate and manage maintenance and repair of network assets 3297
NWPNET042 Monitor and operate wastewater collection and transfer systems 3299
Assessment Requirements for NWPNET042 Monitor and operate wastewater collection and transfer systems 3302
NWPTRT052 Operate and control hypochlorite disinfection processes 3304
Assessment Requirements for NWPTRT052 Operate and control hypochlorite disinfection processes 3308
NWPTRT054 Operate and control chloramination processes 3311
Assessment Requirements for NWPTRT054 Operate and control chloramination processes 3314
NWPTRT061 Operate and control wastewater processes 3317
Assessment Requirements for NWPTRT061 Operate and control wastewater processes 3321
NWPTRT062 Operate and control reclaimed water irrigation 3323
Assessment Requirements for NWPTRT062 Operate and control reclaimed water irrigation 3326
PSPREG412A Gather and manage evidence 3328
SIRRINV001 Receive and handle retail stock 3335
Assessment Requirements for SIRRINV001 Receive and handle retail stock 3338
SIRRINV002 Control stock 3340
Assessment Requirements for SIRRINV002 Control stock 3343
SIRRMER003 Coordinate visual merchandising activities 3345
Assessment Requirements for SIRRMER003 Coordinate visual merchandising activities 3348
SIRRRTF001 Balance and secure point-of-sale terminal 3351
Assessment Requirements for SIRRRTF001 Balance and secure point-of-sale terminal 3353
SIRXCLM402 Manage store facilities 3355
SIRXEBS001A Acquire and retain online customers 3361
SIRXFIN004A Manage financial resources 3368
SIRXINV004A Buy merchandise 3375

© Commonwealth of Australia, 2025 Skills Insight

SIRXMGT005A Set strategic plans....3386
SIRXMGT006A Initiate and implement change....3391
SIRXRSK002 Maintain store security....3397
Assessment Requirements for SIRXRSK002 Maintain store security....3399
SIRXSLS001 Sell to the retail customer....3402
Assessment Requirements for SIRXSLS001 Sell to the retail customer....3405
TAEASS301 Contribute to assessment....3408
Assessment Requirements for TAEASS301 Contribute to assessment....3412
TAEASS401 Plan assessment activities and processes....3414
Assessment Requirements for TAEASS401 Plan assessment activities and processes....3418
TAEASS402 Assess competence....3420
Assessment Requirements for TAEASS402 Assess competence....3424
TAEDEL301 Provide work skill instruction....3426
Assessment Requirements for TAEDEL301 Provide work skill instruction....3430
TLIA2009 Complete and check import/export documentation....3432
Assessment Requirements for TLIA2009 Complete and check import/export documentation....3436
TLIA2014 Use product knowledge to complete work operations....3438
Assessment Requirements for TLIA2014 Use product knowledge to complete work operations....3441
TLIA2021 Despatch stock....3444
Assessment Requirements for TLIA2021 Despatch stock....3447
TLIA3015 Complete receival/despatch documentation....3449
Assessment Requirements for TLIA3015 Complete receival/despatch documentation....3452
TLIA3016 Use inventory systems to organise stock control....3454
Assessment Requirements for TLIA3016 Use inventory systems to organise stock control3457
TLIA3017 Identify products and store to specifications....3459
Assessment Requirements for TLIA3017 Identify products and store to specifications.3462
TLIA3018 Organise despatch operations....3465
Assessment Requirements for TLIA3018 Organise despatch operations....3468
TLIA3019 Organise receival operations....3471
Assessment Requirements for TLIA3019 Organise receival operations....3474
TLIA3026 Monitor storage facilities....3476
Assessment Requirements for TLIA3026 Monitor storage facilities....3479
TLIA3038 Control and order stock....3481
Assessment Requirements for TLIA3038 Control and order stock....3484
TLIA3039 Receive and store stock....3486
Assessment Requirements for TLIA3039 Receive and store stock....3489
TLIA4025 Regulate temperature controlled stock....3491
Assessment Requirements for TLIA4025 Regulate temperature controlled stock....3494
TLID2003 Handle dangerous goods/hazardous substances....3496
Assessment Requirements for TLID2003 Handle dangerous goods/hazardous substances3499
TLID2004 Load and unload goods/cargo....3502
Assessment Requirements for TLID2004 Load and unload goods/cargo....3505
TLID2010 Operate a forklift....3508
Assessment Requirements for TLID2010 Operate a forklift....3511
TLID2013 Move materials mechanically using automated equipment....3514
Assessment Requirements for TLID2013 Move materials mechanically using automated equipment....3517
TLID3020 Care for livestock in transit....3520
Assessment Requirements for TLID3020 Care for livestock in transit....3523
TLIF3003 Implement and monitor work health and safety procedures....3525

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIF3003 Implement and monitor work health and safety procedures 3528
TLIK2010 Use infotechnology devices in the workplace 3531
Assessment Requirements for TLIK2010 Use infotechnology devices in the workplace 3535
UEENEED101A Use computer applications relevant to a workplace 3537
AMP Australian Meat Processing Training Package 3546
AMPSS00001 Animal Welfare Officer Skill Set 3549
AMPSS00002 Bandsaw Operator (Meat Retail) Skill Set 3551
AMPSS00003 Bandsaw Operator (Small Stock) Skill Set 3553
AMPSS00004 Basic Bandsaw Operator Skill Set 3555
AMPSS00005 Basic Meat Industry Skill Set 3557
AMPSS00006 Carcase Trimming (Contamination Trim) Skill Set 3559
AMPSS00007 Carcase Trimming (Retain Rail) Skill Set 3561
AMPSS00008 Carcase Trimming (Specifications Trim - Knife) 3563
AMPSS00009 Carcase Trimming (Specifications Trim - Whizzard Knife) Skill Set 3565
AMPSS00010 Carcase Trimming (SRM Removal) Skill Set 3567
AMPSS00011 Cheek Meat Recovery Skill Set 3569
AMPSS00012 Cook and Process Meats for Meat Retail Product Range Skill Set 3571
AMPSS00013 Despatch Carcase from the Slaughter Floor Skill Set 3573
AMPSS00014 Effective Stunning (Captive Bolt) Skill Set 3575
AMPSS00015 Effective Stunning (Electrical Stunning) Skill Set 3577
AMPSS00016 Effective Stunning (Gas Stunning) Skill Set 3579
AMPSS00017 Fellmongering Skill Set 3581
AMPSS00018 Game Harvester Skill Set 3583
AMPSS00019 Game Industry Depot Management Skill Set 3585
AMPSS00020 Game Pre-dressing Inspection Skill Set 3587
AMPSS00021 Green Offal Processing (Clean Tripe Room) Skill Set 3589
AMPSS00022 Green Offal Processing (Maws Processing) Skill Set 3591
AMPSS00023 Green Offal Processing (Paunch Opening and Trim - Beef) Skill Set 3593
AMPSS00024 Green Offal Processing (Paunch Opening and Trim - Sheep & Goats) Skill Set 3595
AMPSS00025 Green Offal Processing (Runner Room) Skill Set 3597
AMPSS00026 Head Chain Operator Skill Set 3599
AMPSS00027 Humane Slaughter of Animals Skill Set 3601
AMPSS00028 Knife Sharpening Skill Set 3603
AMPSS00029 Lairage Supervisor Skill Set 3605
AMPSS00030 Loadout Carcase Product Skill Set 3607
AMPSS00031 Loadout Carton Product Skill Set 3609
AMPSS00032 Meat Hygiene Assessment (Carcase) Skill Set 3611
AMPSS00033 Meat Hygiene Assessment (Carton Meat) Skill Set 3613
AMPSS00034 Meat Hygiene Assessment (Offal Room) Skill Set 3615
AMPSS00035 Meat Hygiene Assessment (Process Monitoring) Skill Set 3617
AMPSS00036 Meat Hygiene Assessment Officer Skill Set 3619
AMPSS00037 Meat Industry Microbiological Testing Skill Set 3621
AMPSS00038 Meat Packer (Boning Room) Skill Set 3623
AMPSS00039 Meat Packer (Offal Room) Skill Set 3625
AMPSS00040 Meat Processing Cleaner (Amenities) Skill Set 3627
AMPSS00041 Meat Processing Cleaner (Boning Room) Skill Set 3629
AMPSS00042 Meat Processing Cleaner (Chiller) Skill Set 3631
AMPSS00043 Meat Processing Cleaner (Slaughter Floor) Skill Set 3633
AMPSS00044 Meat Processing Core Skill Set 3635
AMPSS00045 Meat Processing Livestock Handler Skill Set 3637
AMPSS00046 Pack Meat Products Skill Set 3639

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00047 Prepare Head for Inspection Skill Set 3641
AMPSS00048 Process Animal Covering Skill Set....3643
AMPSS00049 Produce Cooked Fermented Meat Products Skill Set....3645
AMPSS00050 Produce Cooked Meat Products Skill Set....3647
AMPSS00051 Produce Dried Meat Products Skill Set....3649
AMPSS00052 Produce Smoked Meat Products Skill Set....3651
AMPSS00053 Produce UCFM Products Skill Set....3653
AMPSS00054 Tongue Meat Recovery Skill Set....3655
AMPSS00055 Transport Livestock Skill Set....3657
AMPSS00056 Meat Processing New Supervisor Skill Set....3659
AMPSS00057 Meat Processing Waste Water Operator Skill Set (level 1)....3661
AMPSS00058 Meat Processing Waste Water Irrigation Skill Set (level 2)....3663
AMPSS00059 Meat Processing Waste Water Non-irrigation Skill Set (level 2)....3665
AMPSS00060 Meat Processing Waste Water Environment Officer Skill Set (level 3)....3667

© Commonwealth of Australia, 2025 Skills Insight

Imprint Oct 24

Copyright Statement

© Commonwealth of Australia 2024.

The content of this Training Package is licensed under a Creative Commons Attribution 4.0 International Licence, with the exception of:

- the Department's logo,
- the Commonwealth Coat of Arms,
- material protected by a trademark, and
- any third party material,

More information on this CC BY licence is set out at the Creative Commons website (www.creativecommons.org.au).

Use of all or part of this content must contain the following attribution:

AMP Australian Meat Processing Training Package Release 2.0 **© Commonwealth of Australia.**

The terms of use for the Commonwealth Coat of Arms available from the Department of the Prime Minister and Cabinet's website.

Disclaimer

The content of this Training Package was prepared in consultation with Australian industry participants. It does not necessarily represent the view of the Department of Employment and Workplace Relations (Department) or any specific body. The Department does not make any representation or warranty about the accuracy, reliability, currency or completeness of any training material and you should exercise your own independent skill and judgement before you rely on it.
The Department is not liable for any loss resulting from any action taken or reliance made by you on any information contained in the training material or incorporated into it by reference (including, without limitation, third party information). No responsibility is taken for any information or services which may appear on any linked websites.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

AMP20116 Certificate II in Meat Processing (Food Services)

Modification History

Release Number	TP Version	Comments
1	AMP v2	Initial release

Qualification Description

This qualification covers work activities undertaken by workers commencing work in meat enterprises which undertake specialised services, such as preparing shelf ready retail products, meat wholesalers, specialty meat cuts, gourmet meat, bulk value-added products, and providing meat preparation customer service.

The AMP20116 Certificate II in Meat Processing (Food Services) is a highly flexible qualification enabling selections to be made from a wide range of units.

Graduates from this qualification will be able to:

- access, record and act on a defined range of information from a range of sources
- apply and communicate known solutions to a limited range of predictable problems
- use a limited range of equipment to complete tasks involving known routines and procedures with a limited range of options

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

There are no entry requirements for this qualification

Packaging Rules

Total number of units = 14*

- Core Units = 6
- Elective Units = 8

© Commonwealth of Australia, 2025 Skills Insight

Core Units

Unit Code	**Unit Title**
AMPCOR201	Maintain personal equipment
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPCOR204	Follow safe work policies and procedures
AMPCOR205	Communicate in the workplace
AMPCOR206	Overview the meat industry

Elective Units

- Select 6 units from Group A, B, C, D, or E.

*** Important note**: Units selected from Group A must be worth 2 or more points (if a 1-point unit is selected, then an additional unit must be selected to make up the 2 points).

The remaining 2 units may be selected from the elective list, or this or any other endorsed Training Package or Accredited Course. Selected units must be relevant to job outcomes in Food Services and must be chosen to ensure the integrity of the qualification outcome at AQF level 2.

Group A (Units from the abattoirs sector)

Unit Code	**Unit Title**	**Points**
Operate mechanical aids		
AMPA2026	Operate whizzard knife	2
AMPA2031	Operate circular saw	1
AMPA2035	Operate new technology or process	2
AMPA2037	De-rind meat cuts	2

© Commonwealth of Australia, 2025 Skills Insight

AMPA2038	De-nude meat cuts	2
AMPA2039	Operate rib puller	1
AMPA2040	Operate frenching machine	1
AMPA2041	Operate cubing machine	1
AMPA2042	Cure and corn product in a meat processing plant	2
Trim carcase		
AMPA2044	Trim neck* *AMPX209 Sharpen knives*	2
AMPA2045	Trim forequarter to specification* *AMPX209 Sharpen knives*	2
AMPA2046	Trim hindquarter to specification* *AMPX209 Sharpen knives*	2
AMPA2047	Inspect hindquarter and remove contamination* *AMPX209 Sharpen knives*	2
AMPA2048	Inspect forequarter and remove contamination* *AMPX209 Sharpen knives*	2
AMPA2049	Remove spinal cord* *AMPX209 Sharpen knives*	2
Despatch carcase from the slaughter floor		
AMPA2060	Grade carcase	8
AMPA2061	Weigh carcase	2
AMPA2062	Operate semi-automatic tagging machine	4
AMPA2063	Measure fat* *AMPX209 Sharpen knives*	2
AMPA2064	Label and stamp carcase	2
AMPA2065	Wash carcase	1
AMPA2066	Operate a decontamination unit	1

© Commonwealth of Australia, 2025 Skills Insight

AMPA2067	Remove tenderloin* *AMPX209 Sharpen knives*	2
Pack meat products		
AMPA2068	Inspect meat for defects* *AMPX209 Sharpen knives*	4
AMPA2069	Assemble and prepare cartons	2
AMPA2070	Identify cuts and specifications	6
AMPA2071	Pack meat products	6
AMPA2073	Operate carton scales	2
Operate packaging machinery		
AMPA2072	Operate carton sealing machine	2
AMPA2074	Operate strapping machine	2
AMPA2075	Operate carton forming machine	2
AMPA2076	Operate automatic CL determination machine	2
AMPA2077	Operate bag forming equipment	1
Loadout product		
AMPA2108	Loadout meat product	4
AMPA2109	Store carcase product	2
AMPA2110	Store carton product	2
AMPA2111	Locate storage areas and product	2
AMPA2112	Complete re-pack operation	4
AMPA2113	Bag carcase	1
Clean work area		
AMPA2171	Clean carcase hanging equipment	4
Clean after operations		
AMPA2172	Clean amenities and grounds	2

© Commonwealth of Australia, 2025 Skills Insight

AMPA2173	Overview cleaning program	2
AMPA2174	Clean after operations – boning room	4
Operate vehicle		
AMPA2176	Transport meat and meat products	4

Group B (Units from the meat retailing sector)

Unit Code	**Unit Title**
AMPR101	Identify species and meat cuts
AMPR102	Trim meat for further processing* *AMPX209 Sharpen knives*
AMPR103	Store meat product
AMPR104	Prepare minced meat and minced meat products* *AMPX209 Sharpen knives*
AMPR105	Provide service to customers
AMPR106	Process sales transactions
AMPR107	Undertake minor routine maintenance
AMPR108	Monitor meat temperature from receival to sale
AMPR203	Select, weigh and package meat for sale
AMPR212	Clean a meat retail work area
AMPR201	Break and cut product using a bandsaw
AMPR202	Provide advice on cooking and storage of meat products
AMPR204	Package product using manual packing and labelling equipment
AMPR205	Use basic methods of meat cookery* *AMPX209 Sharpen knives*
AMPR206	Vacuum pack product in a retail operation
AMPR207	Undertake routine preventative maintenance

© Commonwealth of Australia, 2025 Skills Insight

AMPR208	Make and sell sausages
AMPR209	Produce and sell value-added products* *AMPX209 Sharpen knives*
AMPR210	Receive meat product

Group C (Units from the Smallgoods sector)

Unit Code	**Unit Title**
AMPS201	Package product using thermoform process
AMPS203	Operate bar and coder systems
AMPS205	Select, identify and prepare casings
AMPS206	Manually shape and form product
AMPS207	Slice product using simple machinery
AMPS208	Rotate stored meat
AMPS209	Rotate meat product
AMPS210	Inspect carton meat
AMPS211	Prepare dry ingredients
AMPS212	Measure and calculate routine workplace data
AMPS213	Manually link and tie product

Group D (Meat Processing cross-sectoral units)

AMPX201	Prepare and operate bandsaw
AMPX202	Clean work area during operations
AMPX203	Operate scales and semi-automatic labelling machinery
AMPX204	Maintain production records
AMPX205	Clean chillers
AMPX206	Operate forklift in a specific workplace

© Commonwealth of Australia, 2025 Skills Insight

AMPX207	Vacuum pack product
AMPX208	Apply environmentally sustainable work practices
AMPX209	Sharpen knives
AMPX210	Prepare and slice meat cuts* *AMPX209 Sharpen knives*
AMPX211	Trim meat to specifications* *AMPX209 Sharpen knives*
AMPX212	Package product using automatic packing and labelling equipment
AMPX213	Despatch meat product
AMPX214	Package meat and smallgoods product for retail sale
AMPX215	Operate tenderiser
AMPX216	Operate mincer
AMPX217	Package product using gas flushing process
AMPX218	Operate metal detection unit

Group E (Units from the food processing sector)

NOTE: Units marked with an asterisk (*) require completion of prerequisite Unit/s which is identified under the Unit.

FDFOP1003A	Carry out manual handling tasks
FDFOP2001A	Work effectively in the food processing industry
FDFOP2002A	Inspect and sort materials and product
FDFOP2003A	Clean equipment in place
FDFOP2004A	Clean and sanitise equipment
FDFOP2005A	Work in a socially diverse environment
FDFOP2007A	Work in a freezer storage area
FDFOP2010A	Work with temperature controlled stock

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2011A	Conduct routine maintenance
FDFOP2012A	Maintain food safety when loading, unloading and transporting food
FDFOP2013A	Apply sampling procedures
FDFOP2014A	Participate in sensory analyses
FDFOP2015A	Apply principles of statistical process control* *FDFOP2061A Use numerical applications in the workplace*
FDFOP2016A	Work in a food handling area for non-food handlers
FDFOP2018A	Operate a case packing process
FDFOP2019A	Fill and close product in cans
FDFOP2020A	Operate a form, fill and seal process
FDFOP2021A	Operate a fill and seal process
FDFOP2022A	Operate a high speed wrapping process
FDFOP2023A	Operate a packaging process
FDFOP2026A	Operate a forming or shaping process
FDFOP2027A	Dispense non-bulk ingredients
FDFOP2028A	Operate a mixing or blending process
FDFOP2029A	Operate a baking process
FDFOP2030A	Operate a process control interface
FDFOP2031A	Operate a coating application process
FDFOP2032A	Work in a clean room environment* *FDFFS2001A Implement the food safety program and procedures OR* *FDFPH2001A Apply Good Manufacturing Practice procedures*
FDFOP2033A	Operate a depositing process
FDFOP2034A	Operate an evaporation process
FDFOP2035A	Operate an enrobing process
FDFOP2036A	Operate an extrusion process

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2037A	Operate a filtration process
FDFOP2038A	Operate a grinding process
FDFOP2039A	Operate a frying process
FDFOP2040A	Operate a heat treatment process
FDFOP2041A	Operate a mixing or blending and cooking process
FDFOP2042A	Operate a drying process
FDFOP2043A	Operate an homogenising process
FDFOP2044A	Operate a retort process
FDFOP2045A	Operate pumping equipment
FDFOP2046A	Operate a production process
FDFOP2047A	Operate a portion saw
FDFOP2048A	Pre-process raw materials
FDFOP2049A	Operate a reduction process
FDFOP2050A	Operate a separation process
FDFOP2051A	Operate a spreads production process
FDFOP2052A	Operate a chocolate tempering process
FDFOP2053A	Operate a washing and drying process
FDFOP2054A	Operate a water purification process
FDFOP2056A	Operate a freezing process
FDFOP2057A	Operate a membrane process
FDFOP2058A	Operate a holding and storage process
FDFOP2059A	Operate a continuous freezing process
FDFOP2060A	Operate an automated cutting process
FDFOP2061A	Use numerical applications in the workplace
FDFPPL2001A	Participate in work teams and groups

© Commonwealth of Australia, 2025 Skills Insight

FDFSUG222A	Operate a waste water treatment system

Group F (Imported Units from Other Training Packages)

CPPCLO3020	Pressure wash and clean surfaces
CPPCLO3036	Clean at heights
CPPCLO3035	Maintain cleaning storage areas
CPPCLO3038	Clean food-handling areas
BSBITU101	Operate a personal computer
HLTAID003	Provide first aid
MSL922001	Record and present data
SIRRRTF001	Balance and secure point-of-sale terminal
TLIA2009	Complete and check import/export documentation
TLIA2014	Use product knowledge to complete work operations
TLIA2021	Despatch stock
TLIA4025	Regulate temperature controlled stock
TLID2003	Handle dangerous goods/hazardous substances
TLID2004	Load and unload goods/cargo
TLID2010	Operate a forklift
TLID2013	Move materials mechanically using automated equipment
TLIK2010	Use infotechnology devices in the workplace

Qualification Mapping Information

Equivalent to MTM20411 Certificate II in Meat Processing (Food Services).

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP20216 Certificate II in Meat Processing (Smallgoods)

Modification History

Release Number	TP Version	Comments
1	AMP v2	Initial release

Qualification Description

This qualification covers work activities undertaken by workers in smallgoods establishments.

A substantial component of this qualification must be assessed on the job.

Graduates from this qualification will be able to:

- access, record and act on a defined range of information from a range of sources
- apply and communicate known solutions to a limited range of predictable problems
- use a limited range of equipment to complete tasks involving known routines and procedures with a limited range of options

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

Total number of units = 16

- Core Units = 5
- Elective Units =11

Core Units

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPCOR204	Follow safe work policies and procedures
AMPCOR205	Communicate in the workplace
AMPCOR206	Overview the meat industry

Elective Units

- Select 3 units from Group A
- Select 6 units from Group B
- The remaining 2 units may be selected from the elective list, or this or any other endorsed Training Package or Accredited Course. Selected units must be relevant to job outcomes in Smallgoods processing and must be chosen to ensure the integrity of the qualification outcome at AQF level 2

Group A

Unit Code	**Unit Title**
AMPS101	Handle materials and products
AMPS102	Pack smallgoods product
AMPX202	Clean work area during operations
FDFOP2061A	Use numerical applications in the workplace
HLTAID003	Provide first aid

Group B

Unit Code	**Unit Title**
AMPA2047	Inspect hindquarter and remove contamination* *AMPX209 Sharpen knives*
AMPA2048	Inspect forequarter and remove contamination* *AMPX209 Sharpen knives*
AMPA2109	Store carcase product

© Commonwealth of Australia, 2025 Skills Insight

AMPA2110	Store carton product
AMPA2174	Clean after operations – boning room
AMPS201	Package product using thermoform process
AMPS203	Operate bar and coder systems
AMPS205	Select, identify and prepare casings
AMPS206	Manually shape and form product
AMPS207	Slice product using simple machinery
AMPS208	Rotate stored meat
AMPS209	Rotate meat product
AMPS210	Inspect carton meat
AMPS211	Prepare dry ingredients
AMPS212	Measure and calculate routine workplace data
AMPS213	Manually link and tie product
AMPX203	Operate scales and semi-automatic labelling machinery
AMPX205	Clean chillers
AMPX206	Operate forklift in a specific workplace
AMPX207	Vacuum pack product
AMPX209	Sharpen knives
AMPX210	Prepare and slice meat cuts* *AMPX209 Sharpen knives*
AMPX211	Trim meat to specifications* *AMPX209 Sharpen knives*
AMPX212	Package product using automatic packing and labelling equipment
AMPX213	Despatch meat product
AMPX214	Package meat and smallgoods product for retail sale
AMPX217	Package product using gas flushing process

© Commonwealth of Australia, 2025 Skills Insight

AMPX218	Operate metal detection unit
AMPX301	Assess product in chillers
CPPCLO3038	Clean food-handling areas
FDFOP2007A	Work in a freezer storage area
FDFOP2010A	Work with temperature controlled stock
MSL922001	Record and present data
TLID2013	Move materials mechanically using automated equipment

Qualification Mapping Information

Equivalent to MTM20211 Certificate II in Meat Processing (Smallgoods).

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP20316 Certificate II in Meat Processing (Abattoirs)

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Qualification Description

This qualification covers work activities undertaken by workers commencing work in an abattoir.

Graduates from this qualification will be able to:

- access, record and act on a defined range of information from a range of sources
- apply and communicate known solutions to a limited range of predictable problems
- use a limited range of equipment to complete tasks involving known routines and procedures with a limited range of options

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

Total number of units = a minimum of 9, to a minimum value of 40 points

- Core Units = 6 (20 points)
- Elective Units = a minimum of 3, to a minimum value of 20 points

Core Units

Unit Code	Unit Title	Points
AMPCOR201	Maintain personal equipment	2

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR202	Apply hygiene and sanitation practices	4
AMPCOR203	Comply with Quality Assurance and HACCP requirements	4
AMPCOR204	Follow safe work policies and procedures	4
AMPCOR205	Communicate in the workplace	4
AMPCOR206	Overview the meat industry	2

Elective Units

- Select at least elective 3 units, to a minimum of 20 points
- Units with a value of up to fifteen points can be selected from a Certificate III in Meat Processing qualification in Slaughtering, Boning Room, Rendering, General, Packing Room, Livestock Handling, Quality Assurance or Meat Safety
- A maximum of four units can be selected from other Certificate II level qualifications in this Training Package, or from another Training Package or accredited course. Units selected will be worth 2 points
  Selected units must be relevant to job outcomes in an abattoir and must be chosen to ensure the integrity of the qualification outcome at AQF level 2
- Units marked with an (ϕ) must be undertaken with at least one other unit from the same section

Unit Code	**Unit Title**	**Points**
Handle animals		
AMPA2000	Prepare animals for slaughter	4
AMPA2001	Feed race	1
AMPA2002	Restrain animal	1
AMPA2003	Perform emergency kill	2
AMPA2004	Assess, purchase and transport calves	5
AMPA2005	Unload livestock	1
AMPA2006	Apply animal welfare and handling requirements	4
AMPA2007	Identify animals using electronic systems	2

© Commonwealth of Australia, 2025 Skills Insight

AMPA2177	Handle working dogs in stock yards	3
AHCLSK205	Handle livestock using basic techniques	3
AHCLSK212A	Ride horses to carry out stock work	5
Prepare the carcase		
AMPA2008	Shackle animal	2
AMPA2009	Operate electrical stimulator	1
AMPA2010	Remove head* *AMPX209 Sharpen knives*	1
AMPA2011	Cut hocks* *AMPX209 Sharpen knives*	1
AMPA2012	Mark brisket* *AMPX209 Sharpen knives*	1
AMPA2013	Complete changeover operation	1
AMPA2014	Trim pig pre evisceration* *AMPX209 Sharpen knives*	4
AMPA2015	Number carcase and head	1
AMPA2016	Punch pelts	2
AMPA2017	Remove brisket wool* *AMPX209 Sharpen knives*	1
AMPA2018	Prepare hide or pelt for removal	2
AMPA2019	Bag tail* *AMPX209 Sharpen knives*	1
AMPA2020	Remove and record tag	1
AMPA2021	Seal or drain urinary tract	1
AMPA2022	Singe carcase	1
AMPA2023	Shave carcase* *AMPX209 Sharpen knives*	1

© Commonwealth of Australia, 2025 Skills Insight

AMPA2024	Flush carcase	2
AMPA2032	Prepare carcase and equipment for hide or pelt puller	1
Operate mechanical aids		
AMPA2025	Operate scalding and dehairing equipment	4
AMPA2026	Operate whizzard knife	2
AMPA2027	Operate rise and fall platform	1
AMPA2028	Operate vacuum blood collection process	2
AMPA2029	Operate nose roller	2
AMPA2030	Operate pneumatic cutter	1
AMPA2031	Operate circular saw	1
AMPA2035	Operate new technology or process	2
AMPA2036	Operate sterivac equipment	2
AMPA2037	De-rind meat cuts	2
AMPA2038	De-nude meat cuts	2
AMPA2039	Operate rib puller	1
AMPA2040	Operate frenching machine	1
AMPA2041	Operate cubing machine	1
AMPA2042	Cure and corn product in a meat processing plant	2
AMPA2043	Operate head splitter	1
AMPA2050	Operate jaw breaker	1
AMPX201	Prepare and operate bandsaw	2
AMPX210	Prepare and slice meat cuts* *AMPX209 Sharpen knives*	1
AMPX215	Operate tenderiser	1
AMPX216	Operate mincer	2

© Commonwealth of Australia, 2025 Skills Insight

Trim carcase		
AMPA2044	Trim neck* *AMPX209 Sharpen knives*	2
AMPA2045	Trim forequarter to specification* *AMPX209 Sharpen knives*	2
AMPA2046	Trim hindquarter to specification* *AMPX209 Sharpen knives*	2
AMPA2047	Inspect hindquarter and remove contamination* *AMPX209 Sharpen knives*	2
AMPA2048	Inspect forequarter and remove contamination* *AMPX209 Sharpen knives*	2
AMPA2049	Remove spinal cord* *AMPX209 Sharpen knives*	2
AMPX209	Sharpen knives	4
Despatch carcase from the slaughter floor		
AMPA2060	Grade carcase	8
AMPA2061	Weigh carcase	2
AMPA2062	Operate semi-automatic tagging machine	4
AMPA2063	Measure fat* *AMPX209 Sharpen knives*	2
AMPA2064	Label and stamp carcase	2
AMPA2065	Wash carcase	1
AMPA2066	Operate a decontamination unit	1
AMPA2067	Remove tenderloin* *AMPX209 Sharpen knives*	2
Pack meat products		
AMPA2068	Inspect meat for defects*	4

© Commonwealth of Australia, 2025 Skills Insight

	AMPX209 Sharpen knives	
AMPA2069	Assemble and prepare cartons	2
AMPA2070	Identify cuts and specifications	6
AMPA2071	Pack meat products	6
AMPA2073	Operate carton scales	2
Operate packaging machinery		
AMPA2072	Operate carton sealing machine	2
AMPA2074	Operate strapping machine	2
AMPA2075	Operate carton forming machine	2
AMPA2076	Operate automatic CL determination machine	2
AMPA2077	Operate bag forming equipment	1
AMPX203	Operate scales and semi-automatic labelling machinery	8
AMPX207	Vacuum pack product	5
AMPX217	Package product using gas flushing process	2
AMPX218	Operate metal detection unit	1
Dress Head		
AMPA2080	Assess dentition	1
AMPA2081	Drop tongue* *AMPX209 Sharpen knives*	1
AMPA2082	Wash head	1
AMPA2083	Bone head* *AMPX209 Sharpen knives*	4
AMPA2084	Remove cheek meat* *AMPX209 Sharpen knives*	2
AMPA2085	Bar head and remove cheek meat* *AMPX209 Sharpen knives*	2

© Commonwealth of Australia, 2025 Skills Insight

Process offal		
AMPA2088	Process offal* *AMPX209 Sharpen knives*	6
AMPA2089	Process runners* *AMPX209 Sharpen knives*	6
AMPA2100	Overview offal processing ϕ	2
Perform tripe processing operations		
AMPA2101	Prepare and trim honeycomb* *AMPX209 Sharpen knives*	3
AMPA2102	Recover mountain chain* *AMPX209 Sharpen knives*	3
AMPA2103	Further process tripe	3
AMPA2104	Trim processed tripe* *AMPX209 Sharpen knives*	2
AMPA2105	Process small stock tripe* *AMPX209 Sharpen knives*	2
AMPA2106	Process bibles* *AMPX209 Sharpen knives*	2
AMPA2107	Process maws* *AMPX209 Sharpen knives*	2
AMPA2152	Process paunch* *AMPX209 Sharpen knives*	4
Loadout product		
AMPA2108	Loadout meat product	4
AMPA2109	Store carcase product	2
AMPA2110	Store carton product	2
AMPA2111	Locate storage areas and product	2

© Commonwealth of Australia, 2025 Skills Insight

AMPA2112	Complete re-pack operation	4
AMPA2113	Bag carcase	1
Process offal on the slaughter floor		
AMPA2086	Process thick skirts* *AMPX209 Sharpen knives*	1
AMPA2087	Process thin skirts* *AMPX209 Sharpen knives*	1
AMPA2114	Overview offal processing on the slaughter floorᵠ	2
AMPA2115	Separate offal* *AMPX209 Sharpen knives*	2
AMPA2116	Trim offal fat* *AMPX209 Sharpen knives*	1
AMPA2117	Separate and tie runners* *AMPX209 Sharpen knives*	1
AMPA2118	Recover thin skirts* *AMPX209 Sharpen knives*	2
AMPA2125	Remove thick skirts* *AMPX209 Sharpen knives*	1
AMPA2126	Remove flares* *AMPX209 Sharpen knives*	1
AMPA2127	Recover offal* *AMPX209 Sharpen knives*	4
Process animal covering		
AMPA2128	Overview hide or pelt or skin processingᵠ	2
AMPA2129	Trim hide or skin* *AMPX209 Sharpen knives*	4
AMPA2130	Salt hide or skin	4

© Commonwealth of Australia, 2025 Skills Insight

AMPA2131	Grade hide or skin	6
AMPA2132	Despatch hide or skin	4
AMPA2133	Treat hides chemically	2
AMPA2134	Chill or ice hides	2
AMPA2135	Crop pelts	2
Operate fellmongering process		
AMPA2136	Overview fellmongering operations ϕ	2
AMPA2137	Chemically treat skins for fellmongering process	2
AMPA2138	Prepare chemicals for fellmongering process	3
AMPA2139	Operate wool drier and press	3
AMPA2140	Perform sweating operation on fellmongered skins	3
AMPA2146	Perform skin fleshing operation	3
AMPA2147	Skirt and weigh fellmongered wool	2
AMPA2148	Operate wool puller	3
Dispose of condemned carcase		
AMPA2149	Dispose of condemned carcase	1
AMPA2150	Skin condemned carcase* *AMPX209 Sharpen knives*	4
AMPA2151	Eviscerate condemned carcase* *AMPX209 Sharpen knives*	2
Process by-products		
AMPA2153	Process slink by-products* *AMPX209 Sharpen knives*	10
AMPA2154	Process pet meat* *AMPX209 Sharpen knives*	4
AMPA2155	Skin slinks*	2

© Commonwealth of Australia, 2025 Skills Insight

	AMPX209 Sharpen knives	
AMPA2156	Process blood	2
Render product		
AMPA2157	Overview rendering process ϕ	2
AMPA2158	Operate hogger	4
AMPA2159	Operate blow line	4
AMPA2160	Operate meat meal mill	4
AMPA2161	Operate waste recovery systems	3
AMPA2162	Pack and despatch rendered products	4
AMPA2163	Break down and bone carcase for pet meat or rendering* *AMPX209 Sharpen knives*	4
AMPA2170	Operate air filtration system	4
Clean work area		
AMPA2171	Clean carcase hanging equipment	4
AMPX202	Clean work area during operations	4
Clean after operations		
AMPA2172	Clean amenities and grounds	2
AMPA2173	Overview cleaning program	2
AMPA2174	Clean after operations – boning room	4
AMPA2175	Clean after operations – slaughter floor	4
AMPX205	Clean chillers	2
CPPCLO3020	Pressure wash and clean surfaces	1
CPPCLO3036	Clean at heights	1
CPPCLO3035	Maintain cleaning storage areas	2
Operate vehicle		

© Commonwealth of Australia, 2025 Skills Insight

AMPA2176	Transport meat and meat products	4
AMPX206	Operate forklift in a specific workplace	6
AHCMOM202	Operate tractors	2
AHCMOM212	Operate quad bikes	2
TLID3020	Care for livestock in transit	6
General		
AMPX204	Maintain production records	10
AMPX208	Apply environmentally sustainable work practices	2
HLTAID003	Provide first aid	2
NWP208A	Perform basic wastewater tests	2
NWP262A	Monitor and report wastewater treatment processes	2
NWP263A	Operate and maintain wastewater treatment plant and equipment	8

Qualification Mapping Information

Equivalent to MTM20111 Certificate II in Meat Processing (Abattoirs).

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP20415 Certificate II in Meat Processing (Meat Retailing)

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release
2	AMPv2.0	Selected superseded imported units updated

Qualification Description

This qualification covers work activities undertaken by workers working in meat retailing enterprises.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

Nil.

Packaging Rules

Total number of units = 27

- Core units = 5
- Elective units = 22

Core Units

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPCOR205	Communicate in the workplace
AMPCOR206	Overview the meat industry
FDFOP2061A	Use numerical applications in the workplace

© Commonwealth of Australia, 2025 Skills Insight

Elective Units

Select:

- 8 units from Group A
- 8 units from Group A or Group B
- 6 additional units from the elective list, or this or any other endorsed Training Package or Accredited Course. Selected units must be relevant to job outcomes in meat retailing and must be chosen to ensure the integrity of the qualification outcome at AQF level 2.

Group A

Unit Code	Unit Title
AMPCOR201	Maintain personal equipment
AMPR101	Identify species and meat cuts
AMPR102	Trim meat for further processing* *AMPX209 Sharpen knives*
AMPR103	Store meat product
AMPR104	Prepare minced meat and minced meat products* *AMPX209 Sharpen knives*
AMPR105	Provide service to customers
AMPR106	Process sales transactions
AMPR107	Undertake minor routine maintenance
AMPR108	Monitor meat temperature from receival to sale
AMPR203	Select, weigh and package meat for sale
AMPR212	Clean a meat retail work area
AMPX209	Sharpen knives
HLTAID003	Provide first aid

Group B

© Commonwealth of Australia, 2025 Skills Insight

Unit Code	**Unit Title**
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPR201	Break and cut product using a bandsaw* *AMPX201 Prepare and operate bandsaw*
AMPR202	Provide advice on cooking and storage of meat products* *AMPR105 Provide service to customers*
AMPR204	Package product using manual packing and labelling equipment
AMPR205	Use basic methods of meat cookery* *AMPX209 Sharpen knives*
AMPR206	Vacuum pack product in a retail operation
AMPR207	Undertake routine preventative maintenance
AMPR208	Make and sell sausages
AMPR209	Produce and sell value-added products* *AMPX209 Sharpen knives*
AMPR210	Receive meat products
AMPX201	Prepare and operate bandsaw
AMPX210	Prepare and slice meat cuts* *AMPX209 Sharpen knives*
AMPX211	Trim meat to specifications* *AMPX209 Sharpen knives*
AMPX212	Package product using automatic packing and labelling equipment
AMPX213	Despatch meat product
AMPX214	Package meat and smallgoods product for retail sale
BSBITU101	Operate a personal computer
SIRRRTF001	Balance and secure point-of-sale terminal

© Commonwealth of Australia, 2025 Skills Insight

Qualification Mapping Information

MTM20311 Certificate II in Meat Processing (Meat Retailing)	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP30116 Certificate III in Meat Processing (Boning Room)

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Qualification Description

This qualification covers work activities undertaken by workers in boning rooms or in meat wholesale enterprises which prepare meat cuts from whole carcases.

Graduates from this qualification will have a wide range of cognitive, technical and communication skills to select and apply a specialised range of tools, materials and information to:

- complete routine activities
- provide and transmit solutions to predictable and sometimes unpredictable problems

Graduates will apply knowledge and skills to demonstrate autonomy and judgement and to take limited responsibility in known and stable contexts within established parameters.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

Total number of units = a minimum of 9 units to a minimum of 54 points

- Core Units = 7 (24 points)
- Elective Units = a minimum of 2 units to a minimum value of 30 points

Core Units

© Commonwealth of Australia, 2025 Skills Insight

Unit Code	Unit Title	Points
AMPCOR201	Maintain personal equipment	2
AMPCOR202	Apply hygiene and sanitation practices	4
AMPCOR203	Comply with Quality Assurance and HACCP requirements	4
AMPCOR204	Follow safe work policies and procedures	4
AMPCOR205	Communicate in the workplace	4
AMPCOR206	Overview the meat industry	2
AMPX209	Sharpen knives	4

Elective Units

- Select at least elective 2 units to a minimum value of 30 points
- A maximum of three units can be selected from other Certificate III qualifications in this Training Package, or from another Training Package or accredited course
  Selected units must be relevant to job outcomes in a boning room and must be chosen to ensure the integrity of the qualification outcome at AQF level 3
- Selected units which do not already carry points will be worth 2 points

Unit Code	Unit Title	Points
AMPA3048	Bone small stock carcase – leg* *AMPX209 Sharpen knives*	10
AMPA3049	Slice and trim leg – small stock* *AMPX209 Sharpen knives*	10
AMPA3050	Bone large stock carcase – forequarter* *AMPX209 Sharpen knives*	15
AMPA3051	Bone large stock carcase – hindquarter* *AMPX209 Sharpen knives*	15
AMPA3052	Slice and trim large stock forequarter* *AMPX209 Sharpen knives*	15

© Commonwealth of Australia, 2025 Skills Insight

AMPA3053	Slice and trim large stock hindquarter* *AMPX209 Sharpen knives*	15
AMPA3054	Break carcase using a bandsaw* *AMPX201 Prepare and operate a bandsaw*	15
AMPA3061	Operate leg boning machine	10
AMPA3062	Operate trunk boning machine* *AMPX209 Sharpen knives*	10
AMPA3063	Bone small stock carcase – shoulder* *AMPX209 Sharpen knives*	10
AMPA3064	Bone small stock carcase – middle* *AMPX209 Sharpen knives*	10
AMPA3065	Slice small stock carcase – shoulder* *AMPX209 Sharpen knives*	10
AMPA3066	Slice small stock carcase – middle* *AMPX209 Sharpen knives*	10
AMPA3067	Bone carcase using mechanical aids (large stock)* *AMPX209 Sharpen knives*	15

Qualification Mapping Information

Equivalent to MTM30111 Certificate III in Meat Processing (Boning Room).

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP30216 Certificate III in Meat Processing (Food Services)

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Qualification Description

This qualification covers work activities undertaken by workers in meat enterprises which undertake specialised services, such as preparing shelf ready packs from wholesalers or boning rooms, specialty meat cuts, gourmet meat, bulk value-added products, providing meat preparation customer service, and so on.

The AMP30216 Certificate III in Meat Processing (Food Services) is a highly flexible qualification enabling selections to be made from a wide range of units.

Graduates from this qualification will have a wide range of cognitive, technical and communication skills to select and apply a specialised range of tools, materials and information to:

- complete routine activities
- provide and transmit solutions to predictable and sometimes unpredictable problems

Graduates will apply knowledge and skills to demonstrate autonomy and judgement and to take limited responsibility in known and stable contexts within established parameters.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

Total number of units = 12

- Core Units = 6

© Commonwealth of Australia, 2025 Skills Insight

- Elective Units = 6

Core Units

Unit Code	Unit Title
AMPCOR201	Maintain personal equipment
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPCOR204	Follow safe work policies and procedures
AMPCOR205	Communicate in the workplace
AMPCOR206	Overview the meat industry

Elective Units

- Select 4 units from Group A, B, C, D, E or F
- The remaining 2 units may be selected from the elective list, or this or any other endorsed Training Package or Accredited Course
  Selected units must be relevant to job outcomes in Food Services and must be chosen to ensure the integrity of the qualification outcome at AQF level 3

Group A (Units from the Abattoirs sector)

Unit Code	Unit Title
AMPA3048	Bone small stock carcase – leg* *AMPX209 Sharpen knives*
AMPA3049	Slice and trim leg – small stock* *AMPX209 Sharpen knives*
AMPA3050	Bone large stock carcase – forequarter* *AMPX209 Sharpen knives*
AMPA3051	Bone large stock carcase – hindquarter*

© Commonwealth of Australia, 2025 Skills Insight

	AMPX209 Sharpen knives
AMPA3052	Slice and trim large stock forequarter* *AMPX209 Sharpen knives*
AMPA3053	Slice and trim large stock hindquarter* *AMPX209 Sharpen knives*
AMPA3054	Break carcase using a bandsaw* *AMPX201 Prepare and operate a bandsaw*
AMPA3061	Operate leg boning machine
AMPA3062	Operate trunk boning machine* *AMPX209 Sharpen knives*
AMPA3063	Bone small stock carcase – shoulder* *AMPX209 Sharpen knives*
AMPA3064	Bone small stock carcase – middle* *AMPX209 Sharpen knives*
AMPA3065	Slice small stock carcase – shoulder* *AMPX209 Sharpen knives*
AMPA3066	Slice small stock carcase – middle* *AMPX209 Sharpen knives*
AMPA3067	Bone carcase using mechanical aids (large stock)* *AMPX209 Sharpen knives*
AMPA3068	Prepare and despatch meat products
AMPA3071	Implement food safety program
AMPA3072	Perform carcase Meat Hygiene Assessment* *AMPX209 Sharpen knives*
AMPA3073	Perform process monitoring for Meat Hygiene Assessment
AMPA3074	Perform boning room Meat Hygiene Assessment
AMPA3081	Perform offal Meat Hygiene Assessment
AMPA3092	Grade beef carcases using Meat Standards Australia standards

© Commonwealth of Australia, 2025 Skills Insight

AMPA3093	Use standard product descriptions – sheep and goats
AMPA3094	Use standard product descriptions – beef
AMPA3095	Use standard product descriptions – pork
AMPA3096	Use standard product descriptions – kangaroos
AMPA3100	Perform manual chemical lean testing
AMPA3101	Overview of the NLIS for sheep and goats
AMPA3102	Overview of the NLIS program utilising RFIDs
AMPA3116	Supervise meat packing operation
AMPA3117	Oversee product loadout
AMPA3118	Monitor pH and temperature decline

Group B (Units from the meat retailing sector)

Unit Code	**Unit Title**
AMPR301	Prepare specialised cuts* *AMPX209 Sharpen knives*
AMPR302	Assess carcase or product quality
AMPR303	Calculate yield of carcase or product
AMPR304	Manage stock
AMPR305	Meet customer needs* *AMPR105 Provide service to customers*
AMPR306	Provide advice on nutritional role of meat
AMPR307	Merchandise products, services
AMPR308	Prepare, roll, sew and net meat
AMPR309	Bone and fillet poultry* *AMPX209 Sharpen knives*

© Commonwealth of Australia, 2025 Skills Insight

AMPR310	Cost and price meat products
AMPR311	Prepare portion control to specifications* *AMPX209 Sharpen knives*
AMPR312	Bone game meat* *AMPX209 Sharpen knives*
AMPR313	Order stock in a meat enterprise
AMPR314	Calculate and present statistical data in a meat enterprise
AMPR315	Utilise the Meat Standards Australia system to meet customer requirements* *AMPX209 Sharpen knives*
AMPR316	Cure, corn and sell product
AMPR317	Assess and sell poultry product
AMPR318	Break carcase for retail sale* *AMPX209 Sharpen knives* *AMPR319 Locate, identify and assess cuts*
AMPR319	Locate, identify and assess meat cuts
AMPR320	Assess and address customer preferences
AMPR321	Collect and prepare standard samples
AMPR322	Prepare and produce value added products* *AMPX209 Sharpen knives*
AMPR323	Break small stock carcases for retail sale* *AMPX209 Sharpen knives* *AMPR319 Locate, identify and assess meat cuts*
AMPR324	Break large stock carcases for retail sale* *AMPX209 Sharpen knives* *AMPR319 Locate, identify and assess meat cuts*
AMPR325	Prepare cooked meat product for retail sale

© Commonwealth of Australia, 2025 Skills Insight

Group C (Units from the Smallgoods sector)

Unit Code	Unit Title
AMPS300	Operate mixer or blender unit
AMPS301	Cook, steam and cool product
AMPS302	Prepare dried meat
AMPS303	Fill casings
AMPS304	Thaw product – water
AMPS305	Thaw product – air
AMPS307	Sort meat
AMPS308	Batch meat
AMPS309	Operate product forming machinery
AMPS310	Operate link and tie machinery
AMPS311	Operate complex slicing and packaging machinery
AMPS312	Prepare meat-based pates and terrines for commercial sale
AMPS313	Prepare product formulations
AMPS314	Ferment and mature product
AMPS315	Blend meat product

Group D (Meat Processing cross-sectoral units)

Unit Code	Unit Title
AMPX301	Assess product in chillers
AMPX302	Cure and corn product
AMPX303	Break carcase into primal cuts* *AMPX209 Sharpen knives*

© Commonwealth of Australia, 2025 Skills Insight

AMPX304	Prepare primal cuts* *AMPX209 Sharpen knives*
AMPX305	Smoke product
AMPX306	Provide coaching
AMPX307	Provide mentoring
AMPX308	Follow and implement an established work plan
AMPX309	Identify and repair equipment faults
AMPX310	Perform pre-operations hygiene assessment
AMPX311	Monitor production of packaged product to customer specifications
AMPX313	Contribute to energy efficiency

Group E (Food Processing units)

Unit Code	**Unit Title**
FDFOP3003A	Operate interrelated processes in a production system
FDFOP3004A	Operate interrelated processes in a packaging system
FDFFV3001A	Conduct chemical wash for fresh produce
FDFFV3002A	Program fresh produce grading equipment
FDFOP3001A	Control contaminants and allergens in the workplace* *FDFFS2001A Implement the food safety program and procedures*
FDFOP3005A	Prepare food products using basic cooking methods* *FDFFS2001A Implement the food safety program and procedures*
FDFOP3006A	Identify cultural, religious and dietary requirements for food products
FDFPO3001A	Operate a chickway system
FDFPO3002A	Debone and fillet product (manually)
FDFOP3002A	Set up a production or packaging line for operation

© Commonwealth of Australia, 2025 Skills Insight

FDFPPL3001A	Participate in improvement processes
FDFPPL3002A	Report on workplace performance
FDFPPL3003A	Support and mentor individuals and groups
FDFPPL3004A	Lead work teams and groups
FDFPPL3005A	Participate in an audit process* *FDFOHS2001A Participate in OHS processes* *FDFOP2063A Apply quality systems and procedures* *MSAENV272B Participate in environmentally sustainable work practices*
FDFPPL3006A	Establish compliance requirements for work area
FDFTEC3001A	Participate in a HACCP team* *FDFFS2001A Implement the food safety program and procedures*
FDFTEC3002A	Implement the pest prevention program
FDFTEC3003A	Apply raw materials, ingredient and process knowledge to production problems

Group F (Imported units from other Training Packages)

Unit Code	**Unit Title**
BSBFLM312	Contribute to team effectiveness
BSBINM302	Utilise a knowledge management system
BSBSMB405	Monitor and manage small business operations
BSBSMB407	Manage a small team
HLTAID003	Provide first aid
MSTGN3007	Monitor and operate trade waste process
MEM13003B	Work safely with industrial chemicals and materials
MSMENV172	Identify and minimise environmental hazards
MSMSUP300	Identify and apply process improvements

© Commonwealth of Australia, 2025 Skills Insight

MSMSUP303	Identify equipment faults
MSMSUP330	Develop and adjust a production schedule
MSMENV472	Implement and monitor environmentally sustainable work practices
MSL904001	Perform standard calibrations
MSL922001	Record and present data
MSL933001	Maintain the laboratory/field workplace fit for purpose
MSL952002	Handle and transport samples or equipment
MSL954001	Obtain representative samples in accordance with sampling plan
MSL973001	Perform basic tests
MSL973002	Prepare working solutions
MSL973003	Prepare culture media
MSL973004	Perform aseptic techniques
MSS403011	Facilitate implementation of competitive systems and practices
MSS403013	Lead team culture improvement
MSS403032	Analyse manual handling processes
SIRRINV002A	Control stock
SIRXSLS001	Sell to the retail customer
SIRRMER003	Coordinate visual merchandising activities
SIRXRSK002	Maintain store security
TAEASS301	Contribute to assessment
TAEDEL301	Provide work skill instruction
TLIA2009	Complete and check import/export documentation
TLIA3015	Complete receival/despatch documentation
TLIA3016	Use inventory systems to organise stock control
TLIA3017	Identify products and store to specifications

© Commonwealth of Australia, 2025 Skills Insight

TLIA3018	Organise despatch operations
TLIA3019	Organise receival operations
TLIA3026	Monitor storage facilities
TLIA3038	Control and order stock
TLIA3039	Receive and store stock
TLIF3003	Implement and monitor occupational health and safety procedures
UEENEED101A	Use computer applications relevant to a workplace

Qualification Mapping Information

Equivalent to MTM30211 Certificate III in Meat Processing (Food Services).

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP30316 Certificate III in Meat Processing (Meat Safety)

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Qualification Description

This qualification covers work activities undertaken by meat inspectors in meat processing enterprises whose duties include performing a post-mortem inspection and in some cases ante-mortem inspection.

People seeking registration as a meat inspector should check the current requirements with their state or territory food authority or the Australian Government – Agriculture, as appropriate, when selecting electives.

Graduates from this qualification will have a wide range of cognitive, technical and communication skills to select and apply a specialised range of tools, materials and information to:

- complete routine activities
- provide and transmit solutions to predictable and sometimes unpredictable problems

Graduates will apply knowledge and skills to demonstrate autonomy and judgement and to take limited responsibility in known and stable contexts within established parameters.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

Total number of units = 12 or 15, depending on elective selections

- Core Units = 10
- Elective Units = 2 or 5, depending on elective selections

© Commonwealth of Australia, 2025 Skills Insight

Core Units

Unit Code	Unit Title
AMPCOR201	Maintain personal equipment
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPCOR204	Follow safe work policies and procedures
AMPCOR205	Communicate in the workplace
AMPCOR206	Overview the meat industry
AMPX209	Sharpen knives
AMPA3071	Implement food safety program
AMPA3119	Apply food animal anatomy and physiology to inspection processes
AMPA3131	Identify and report emergency diseases of food animals

Elective Units

- Select 2 units from Group A **or**
- Select 1 unit from Group A and 4 units from Group B

Group A

Unit Code	Unit Title
AMPA3120	Perform ante and post-mortem inspection - Ovine and Caprine* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3121	Perform ante and post-mortem inspection – Bovine* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem*

© Commonwealth of Australia, 2025 Skills Insight

	inspection
AMPA3122	Perform ante and post-mortem inspection – Porcine* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3123	Perform ante and post-mortem inspection – Poultry* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3124	Perform ante and post-mortem inspection – Ratites* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3125	Perform ante and post-mortem inspection – Camels* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3127	Perform post-mortem inspection – Wild game* *AMPX209 Sharpen Knives*
AMPA3128	Perform ante and post-mortem inspection – Rabbits* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3129	Perform ante and post-mortem inspection – Deer* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3130	Perform ante and post-mortem inspection – Horses * *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3132	Perform ante and post-mortem inspection– Alpacas or Llamas*

© Commonwealth of Australia, 2025 Skills Insight

	AMPX209 Sharpen Knives *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3135	Perform ante and post-mortem inspection – Calves* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*

Group B

Unit Code	**Unit Title**
AMPA3002	Handle animals humanely while conducting ante-mortem inspection
AMPA3003	Assess effective stunning and bleeding
AMPA3043	Prepare head for inspection* *AMPX209 Sharpen Knives*
AMPA3047	Prepare and present viscera for inspection* *AMPX209 Sharpen knives*
AMPA3072	Perform carcase Meat Hygiene Assessment* *AMPX209 Sharpen Knives*
AMPA3073	Perform process monitoring for Meat Hygiene Assessment
AMPA3074	Perform boning room Meat Hygiene Assessment
AMPA3081	Perform offal Meat Hygiene Assessment
AMPA402	Oversee plant compliance with the Australian Standards for meat processing
AMPA406	Inspect transportation container or vehicle
AMPG300	Overview wild game meat industry
AMPG303	Receive and inspect wild game carcases from the field
AMPG304	Receive and inspect wild game carcases at a processing plant
AMPG305	Store wild game carcases

© Commonwealth of Australia, 2025 Skills Insight

AMPX404	Conduct an internal audit of a documented program
BSBFLM312	Contribute to team effectiveness
MSL904001	Perform standard calibrations
MSL922001	Record and present data
MSL954001	Obtain representative samples in accordance with sampling plan

Qualification Mapping Information

This qualification is not equivalent to previous versions of the Certificate III in Meat Processing (Meat Safety).

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP30416 Certificate III in Meat Processing (Rendering)

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Qualification Description

This qualification covers work activities undertaken by workers in rendering plants.

Graduates from this qualification will have a wide range of cognitive, technical and communication skills to select and apply a specialised range of tools, materials and information to:

- complete routine activities
- provide and transmit solutions to predictable and sometimes unpredictable problems

Graduates will apply knowledge and skills to demonstrate autonomy and judgement and to take limited responsibility in known and stable contexts within established parameters.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

Total number of units = a minimum of 10 units to a minimum of 50 points

- Core Units = 6 (20 points)
- Elective Units = Minimum 4 units to a minimum of 30 points

Core Units

© Commonwealth of Australia, 2025 Skills Insight

Unit Code	Unit Title	Points
AMPCOR201	Maintain personal equipment	2
AMPCOR202	Apply hygiene and sanitation practices	4
AMPCOR203	Comply with Quality Assurance and HACCP requirements	4
AMPCOR204	Follow safe work policies and procedures	4
AMPCOR205	Communicate in the workplace	4
AMPCOR206	Overview the meat industry	2

Elective Units

- Select at least 4 elective units, to a minimum value of 30 points
- Units to a minimum value of 20 points must be selected from the elective list
- The remaining units may be selected from the elective list, or this or any other endorsed Training Package or Accredited Course
  Selected units must be relevant to job outcomes in a rendering plant and must be chosen to ensure the integrity of the qualification outcome at AQF level 3
- Selected units which do not already carry points will be worth 2 points

Unit Code	Unit Title	Points
AMPA3082	Operate batch cooker	8
AMPA3083	Operate continuous cooker	7
AMPA3084	Operate press	5
AMPA3085	Operate wet rendering process	10
AMPA3086	Monitor boiler operations	4
AMPA3087	Operate tallow processing plant	6
AMPA3088	Operate blood processing plant	6
AMPA3089	Produce rendered products hygienically	6
AMPA3090	Render edible products	2
AMPA3091	Implement a Quality Assurance program for rendering plant	4

© Commonwealth of Australia, 2025 Skills Insight

MSMENV172	Identify and minimise environmental hazards	2

Qualification Mapping Information

Equivalent to MTM30411 Certificate III in Meat Processing (Rendering).

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP30516 Certificate III in Meat Processing (Slaughtering)

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Qualification Description

This qualification covers work activities undertaken by workers undertaking slaughtering duties in abattoirs.

Graduates from this qualification will have a wide range of cognitive, technical and communication skills to select and apply a specialised range of tools, materials and information to:

- complete routine activities
- provide and transmit solutions to predictable and sometimes unpredictable problems.

Graduates will apply knowledge and skills to demonstrate autonomy and judgement and to take limited responsibility in known and stable contexts within established parameters.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

Total number of units = a minimum of 12 units to a total value of 54 points

- Core Units = 7 (24 points)
- Elective Units = Select at least 5 elective units to a minimum value of 30 points

Core Units

© Commonwealth of Australia, 2025 Skills Insight

Unit Code	Unit Title	Points
AMPCOR201	Maintain personal equipment	2
AMPCOR202	Apply hygiene and sanitation practices	4
AMPCOR203	Comply with Quality Assurance and HACCP requirements	4
AMPCOR204	Follow safe work policies and procedures	4
AMPCOR205	Communicate in the workplace	4
AMPCOR206	Overview the meat industry	2
AMPX209	Sharpen knives	4

Elective Units

- Select at least 5 elective units to a minimum value of 30 points
- At least 3 units must be selected from the elective list
- The remaining two units may be selected from the elective list, this or any other endorsed Training Package or Accredited Course
  Selected units must be relevant to job outcomes in slaughtering and must be chosen to ensure the integrity of the qualification outcome at AQF level 3
- Selected units which do not already carry points will be worth 2 points
- Units marked with an (ϕ) must be undertaken with at least one other unit from the same section

Unit Code	Unit Title	Points
Slaughter floor operations		
AMPA3000	Stun animal	4
AMPA3001	Stick and bleed animal* *AMPX209 Sharpen knives*	4
AMPA3003	Assess effective stunning and bleeding	2
Seal digestive tract		
AMPA3005	Rod weasand	2
AMPA3006	Seal weasand*	1

© Commonwealth of Australia, 2025 Skills Insight

	AMPX209 Sharpen knives	
AMPA3007	Ring bung* *AMPX209 Sharpen knives*	4
AMPA3008	Seal bung	2
Perform opening cuts		
AMPA3009	Split carcase	4
AMPA3020	Bone neck* *AMPX209 Sharpen knives*	3
AMPA3021	Perform ‘Y’ cut* Pathway 1 *AMPX209 Sharpen knives* *AMPA3023 Explain opening cuts* Pathway 2 *AMPA3044 Operate air knife* *AMPA3023 Explain opening cuts*	2
AMPA3022	Skin head* *AMPX209 Sharpen knives*	4
AMPA3023	Explain opening cuts ϕ *AMPX209 Sharpen knives* *AMPA3044 Operate air knife*	1

© Commonwealth of Australia, 2025 Skills Insight

AMPA3024	Perform flanking cuts* Pathway 1 *AMPX209 Sharpen knives* *AMPA3023 Explain opening cuts* Pathway 2 *AMPA3044 Operate air knife* *AMPA3023 Explain opening cuts*	6
AMPA3025	Perform brisket cuts* *AMPX209 Sharpen knives* *AMPA3023 Explain opening cuts*	4
AMPA3026	Perform rumping cuts* Pathway 1 *AMPX209 Sharpen knives* *AMPA3023 Explain opening cuts* Pathway 2 *AMPA3044 Operate air knife* *AMPA3023 Explain opening cuts*	4
AMPA3027	Perform rosette cuts* Pathway 1 *AMPX209 Sharpen knives* *AMPA3023 Explain opening cuts* Pathway 2 *AMPA3044 Operate air knife* *AMPA3023 Explain opening cuts*	4

© Commonwealth of Australia, 2025 Skills Insight

AMPA3028	Perform midline cuts* Pathway 1 *AMPX209 Sharpen knives* *AMPA3023 Explain opening cuts* Pathway 2 *AMPA3044 Operate air knife* *AMPA3023 Explain opening cuts*	4
AMPA3029	Scald and dehair carcase* *AMPX209 Sharpen knives*	4
AMPA3030	Operate pelt puller	4
AMPA3031	Operate hide puller* Pathway 1 *AMPX209 Sharpen knives* Pathway 2 *AMPA3044 Operate air knife*	6
AMPA3032	Remove pelt manually* *AMPX209 Sharpen knives*	6

© Commonwealth of Australia, 2025 Skills Insight

AMPA3033	Bed dress carcase* *AMPX209 Sharpen knives*	16
AMPA3034	Eviscerate animal carcase* *AMPX209 Sharpen knives*	8
AMPA3040	Operate brisket cutter or saw	4
AMPA3041	Eviscerate wild game field shot carcase* *AMPX209 Sharpen knives*	4
AMPA3042	Backdown pig carcase* *AMPX209 Sharpen knives*	2
AMPA3043	Prepare head for inspection* *AMPX209 Sharpen knives*	4

© Commonwealth of Australia, 2025 Skills Insight

AMPA3044	Operate air knife	2
AMPA3045	Drop sock and pull shoulder pelt* *AMPX209 Sharpen knives*	3
AMPA3046	Undertake retain rail operations* *AMPX209 Sharpen knives*	2
AMPA3047	Prepare and present viscera for inspection* *AMPX209 Sharpen knives*	2
Perform legging		
AMPA3010	Overview legging operation ϕ	1

© Commonwealth of Australia, 2025 Skills Insight

AMPA3012	Make first leg opening cuts* *AMPX209 Sharpen knives* *AMPA3010 Overview legging operation*	4
AMPA3013	Make second leg opening cuts* *AMPX209 Sharpen knives* *AMPA3010 Overview legging operation*	3
AMPA3014	Perform legging on small stock* *AMPX209 Sharpen knives* *AMPA3010 Overview legging operation*	4

Qualification Mapping Information

Equivalent to MTM30511 Certificate III in Meat Processing (Slaughtering).

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP30616 Certificate III in Meat Processing (General)

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Qualification Description

This qualification covers work activities undertaken by workers in meat processing plants who are working across a broad range of areas in the enterprise.

Graduates from this qualification will have a wide range of cognitive, technical and communication skills to select and apply a specialised range of tools, materials and information to:

- complete routine activities
- provide and transmit solutions to predictable and sometimes unpredictable problems

Graduates will apply knowledge and skills to demonstrate autonomy and judgement and to take limited responsibility in known and stable contexts within established parameters.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

Total number of units = a minimum of 8, to a minimum of 50 points

- Core Units = 6 (20 points)
- Elective Units = Select at least 2 units from the elective list, to a minimum value of 30 points

Core Units

© Commonwealth of Australia, 2025 Skills Insight

Unit Code	Unit Title	Points
AMPCOR201	Maintain personal equipment	2
AMPCOR202	Apply hygiene and sanitation practices	4
AMPCOR203	Comply with Quality Assurance and HACCP requirements	4
AMPCOR204	Follow safe work policies and procedures	4
AMPCOR205	Communicate in the workplace	4
AMPCOR206	Overview the meat industry	2

Elective Units

- Select at least 2 elective units to a minimum value of 30 points
- Units to a minimum value of 20 points must be selected from the elective list
- The remaining units may be selected from the elective list, or this or any other endorsed Training Package or Accredited Course
  Selected units must be relevant to job outcomes in meat processing and must be chosen to ensure the integrity of the qualification outcome at AQF level 3. Units selected will be worth 2 points

Unit Code	Unit Title	Points
AMPX209	Sharpen knives	4
AMPA3000	Stun animal	4
AMPA3001	Stick and bleed animal* *AMPX209 Sharpen knives*	4
AMPA3003	Assess effective stunning and bleeding	2
AMPA3004	Monitor the effective operations of electrical stimulation	2
AMPA3005	Rod weasand	2
AMPA3006	Seal weasand* *AMPX209 Sharpen knives*	1
AMPA3007	Ring bung*	4

© Commonwealth of Australia, 2025 Skills Insight

	AMPX209 Sharpen knives	
AMPA3008	Seal bung	2
AMPA3009	Split carcase	4
AMPA3010	Overview legging operation	1
AMPA3012	Make first leg opening cuts* *AMPX209 Sharpen knives* *AMPA3010 Overview legging operation*	4
AMPA3013	Make second leg opening cuts* *AMPX209 Sharpen knives* *AMPA3010 Overview legging operation*	3
AMPA3014	Perform legging on small stock* *AMPX209 Sharpen knives* *AMPA3010 Overview legging operation*	4
AMPA3020	Bone neck* *AMPX209 Sharpen knives*	3
AMPA3021	Perform ‘Y’ cut* Pathway 1 *AMPX209 Sharpen knives* *AMPA3023 Explain opening cuts* Pathway 2 *AMPA3044 Operate air knife* *AMPA3023 Explain opening cuts*	2
AMPA3022	Skin head* *AMPX209 Sharpen knives*	4
AMPA3023	Explain opening cuts* *AMPX209 Sharpen knives* *AMPA3044 Operate air knife*	1
AMPA3024	Perform flanking cuts* *AMPA3023 Explain opening cuts* Pathway 1	6

© Commonwealth of Australia, 2025 Skills Insight

	AMPX209 Sharpen knives *AMPA3023 Explain opening cuts* Pathway 2 *AMPA3044 Operate air knife* *AMPA3023 Explain opening cuts*	
AMPA3025	Perform brisket cuts* *AMPX209 Sharpen knives* *AMPA3023 Explain opening cuts*	4
AMPA3026	Perform rumping cuts* Pathway 1 *AMPX209 Sharpen knives* *AMPA3023 Explain opening cuts* Pathway 2 *AMPA3044 Operate air knife* *AMPA3023 Explain opening cuts*	4
AMPA3027	Perform rosette cuts* Pathway 1 *AMPX209 Sharpen knives* *AMPA3023 Explain opening cuts* Pathway 2 *AMPA3044 Operate air knife* *AMPA3023 Explain opening cuts*	4
AMPA3028	Perform midline cuts* Pathway 1 *AMPX209 Sharpen knives* *AMPA3023 Explain opening cuts* Pathway 2 *AMPA3044 Operate air knife* *AMPA3023 Explain opening cuts*	4
AMPA3029	Scald and dehair carcase* *AMPX209 Sharpen knives*	4

© Commonwealth of Australia, 2025 Skills Insight

AMPA3030	Operate pelt puller	4
AMPA3031	Operate hide puller* Pathway 1 *AMPX209 Sharpen knives* Pathway 2 *AMPA3044 Operate air knife*	6
AMPA3032	Remove pelt manually* *AMPX209 Sharpen knives*	6
AMPA3033	Bed dress carcase* *AMPX209 Sharpen knives*	16
AMPA3034	Eviscerate animal carcase* *AMPX209 Sharpen knives*	8
AMPA3040	Operate brisket cutter or saw	4
AMPA3041	Eviscerate wild game animal carcase* *AMPX209 Sharpen knives*	4
AMPA3042	Backdown pig carcase* *AMPX209 Sharpen knives*	2
AMPA3043	Prepare head for inspection* *AMPX209 Sharpen knives*	4
AMPA3044	Operate air knife	2
AMPA3045	Drop sock and pull shoulder pelt* *AMPX209 Sharpen knives*	3
AMPA3046	Undertake retain rail operations* *AMPX209 Sharpen knives*	2
AMPA3047	Prepare and present viscera for inspection* *AMPX209 Sharpen knives*	2
AMPA3048	Bone small stock carcase – leg* *AMPX209 Sharpen knives*	10

© Commonwealth of Australia, 2025 Skills Insight

AMPA3049	Slice and trim leg – small stock* *AMPX209 Sharpen knives*	10
AMPA3050	Bone large stock carcase – forequarter* *AMPX209 Sharpen knives*	15
AMPA3051	Bone large stock carcase – hindquarter* *AMPX209 Sharpen knives*	15
AMPA3052	Slice and trim large stock forequarter* *AMPX209 Sharpen knives*	15
AMPA3053	Slice and trim large stock hindquarter* *AMPX209 Sharpen knives*	15
AMPA3054	Break carcase using a bandsaw* *AMPX201 Prepare and operate a bandsaw*	15
AMPA3061	Operate leg boning machine	10
AMPA3062	Operate trunk boning machine* *AMPX209 Sharpen knives*	10
AMPA3063	Bone small stock carcase – shoulder* *AMPX209 Sharpen knives*	10
AMPA3064	Bone small stock carcase – middle* *AMPX209 Sharpen knives*	10
AMPA3065	Slice small stock carcase – shoulder* *AMPX209 Sharpen knives*	10
AMPA3066	Slice small stock carcase – middle* *AMPX209 Sharpen knives*	10
AMPA3067	Bone carcase using mechanical aids (large stock)* *AMPX209 Sharpen knives*	15
AMPA3068	Prepare and despatch meat products	8
AMPA3072	Perform carcase Meat Hygiene Assessment* *AMPX209 Sharpen knives*	2

© Commonwealth of Australia, 2025 Skills Insight

AMPA3073	Perform process monitoring for Meat Hygiene Assessment	2
AMPA3074	Perform boning room Meat Hygiene Assessment	2
AMPA3081	Perform offal Meat Hygiene Assessment	2
AMPA3082	Operate batch cooker	8
AMPA3083	Operate continuous cooker	7
AMPA3084	Operate press	5
AMPA3085	Operate wet rendering process	10
AMPA3086	Monitor boiler operations	4
AMPA3087	Operate tallow processing plant	6
AMPA3088	Operate blood processing plant	6
AMPA3089	Produce rendered products hygienically	6
AMPA3090	Render edible products	2
AMPA3091	Implement a Quality Assurance program for rendering plant	4
AMPA3092	Grade beef carcases using Meat Standards Australia standards	3
AMPA3093	Use standard product descriptions – sheep and goats	2
AMPA3094	Use standard product descriptions – beef	2
AMPA3095	Use standard product descriptions – pork	2
AMPA3096	Use standard product descriptions – kangaroos	2
AMPA3100	Perform manual chemical lean testing	2
AMPA3101	Overview of the NLIS for sheep and goats	2
AMPA3102	Overview of the NLIS program utilising RFIDs	2
AMPA3103	Manage NLIS data for livestock in lairage* *AMPA3102 Overview of the NLIS program utilising RFIDs*	2
AMPA3104	Manage NLIS data for sheep and goats in lairage* AMPA3101 *Overview of the NLIS for sheep and goats*	2
AMPA3105	Manage NLIS for direct purchase of stock identified with an	2

© Commonwealth of Australia, 2025 Skills Insight

	RFID* *AMPA3102 Overview of the NLIS program utilising RFIDs*	
AMPA3106	Manage NLIS for direct purchase of sheep or goats* *AMPA3101 Overview of the NLIS for sheep and goats*	2
AMPA3107	Manage NLIS data for saleyard purchase of livestock* *AMPA3102 Overview of the NLIS program utilising RFIDs*	2
AMPA3108	Manage NLIS for saleyard purchase of sheep or goats* *AMPA3101 Overview of the NLIS for sheep goats*	2
AMPA3109	Manage, report and upload NLIS slaughter data from RFIDs* *AMPA3102 Overview of the NLIS program utilising RFIDs*	4
AMPA3110	Manage, report and upload mob based NLIS data for sheep and goats* *AMPA3101 Overview of the NLIS for sheep and goats*	2
AMPA3111	Conduct start up procedures and preoperational checks on slaughter floor NLIS data equipment* *AMPA3102 Overview of the NLIS program utilising RFIDs*	2
AMPA3112	Manage NLIS data from RFIDs on the slaughter floor* *AMPA3102 Overview of the NLIS program utilising RFIDs*	4
AMPA3113	Prepare a kill sheet	2
AMPA3114	Undertake pre slaughter checks of NVDs and PICs for NLIS for sheep and goats* *AMPA3101 Overview of the NLIS for sheep and goats*	2
AMPA3115	Undertake pre slaughter checks of NVDs, PICs and RFIDs* *AMPA3102 Overview of the NLIS program utilising RFIDs*	2
AMPA3116	Supervise meat packing operation	3
AMPA3117	Oversee product loadout	3
AMPA3118	Monitor pH and temperature decline	2
AMPA3133	Manage NLIS data for pigs in lairage* *AMPA3134 Overview of the NLIS pork*	2

© Commonwealth of Australia, 2025 Skills Insight

AMPA3134	Overview of the NLIS Pork	2
AMPA402	Oversee plant compliance with the Australian standards for meat processing	3
AMPG300	Overview wild game meat industry	2
AMPG301	Operate a game harvesting vehicle	3
AMPG302	Eviscerate, inspect and tag wild game carcase in the field* *AMPX209 Sharpen knives*	3
AMPG303	Receive and inspect wild game carcases from the field	3
AMPG304	Receive and inspect wild game carcases at a processing plant	3
AMPG305	Store wild game carcases	3
AMPG306	Use firearms to harvest wild game	3
AMPX209	Sharpen knives	4
AMPX301	Assess product in chillers	8
AMPX306	Provide coaching	3
AMPX307	Provide mentoring	3
AMPX308	Follow and implement an established work plan	2
AMPX310	Perform pre-operations hygiene assessment	2
AMPX311	Monitor production of packaged product to customer specifications	2
AMPX313	Contribute to energy efficiency	3
AMPX404	Conduct an internal audit of a documented program	3
BSBFLM312	Contribute to team effectiveness	3
MSMENV172	Identify and minimise environmental hazards	2
MSL904001	Perform standard calibrations	2
MSL922001	Record and present data	2
MSL933001	Maintain the laboratory/field workplace fit for purpose	3
MSL952002	Handle and transport samples or equipment	3

© Commonwealth of Australia, 2025 Skills Insight

MSL954001	Obtain representative samples in accordance with sampling plan	3
MSL973001	Perform basic tests	3
MSL973002	Prepare working solutions	3
MSL973003	Prepare culture media	3
MSL973004	Perform aseptic techniques	3
TAEDEL301	Provide work skill instruction	3

Qualification Mapping Information

Equivalent to MTM30611 Certificate III in Meat Processing (General).

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP30716 Certificate III in Meat Processing (Quality Assurance)

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release. No equivalent qualification.

Qualification Description

This qualification covers the work activities undertaken by Quality Assurance Officers in a meat processing enterprise. Typically people undertaking this qualification will be responsible for the day-to-day monitoring, testing and application of a QA program.

Graduates from this qualification will have a wide range of cognitive, technical and communication skills to select and apply a specialised range of tools, materials and information to:

- complete routine activities
- provide and transmit solutions to predictable and sometimes unpredictable problems

Graduates will apply knowledge and skills to demonstrate autonomy and judgement and to take limited responsibility in known and stable contexts within established parameters.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

Total number of units: 17

- Core Units: 8
- Elective Units: 9

Core Units

© Commonwealth of Australia, 2025 Skills Insight

Unit Code	Unit Title
AMPCOR201	Maintain personal equipment
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPCOR204	Follow safe work policies and procedures
AMPCOR205	Communicate in the workplace
AMPCOR206	Overview the meat industry
AMPA3071	Implement food safety program
AMPX404	Conduct an internal audit of a documented program

Elective Units

- A minimum of 9 elective units must be completed.
- Select a minimum of 6 units from Group A
- Select a maximum of 3 units from Group A or Group B, or from this or any other endorsed Training Package or Accredited Course
  Selected units must be relevant to job outcomes in meat processing Quality Assurance and must be chosen to ensure the integrity of the qualification outcome at AQF level 3

Group A

Unit Code	Unit Title
AMPA2006	Apply animal welfare and handling requirements
AMPA3003	Assess effective stunning and bleeding
AMPA3072	Perform carcase Meat Hygiene Assessment* *AMPX209 Sharpen knives*
AMPA3073	Perform process monitoring for Meat Hygiene Assessment
AMPA3074	Perform boning room Meat Hygiene Assessment
AMPA3081	Perform offal Meat Hygiene Assessment

© Commonwealth of Australia, 2025 Skills Insight

AMPA3091	Implement a Quality Assurance program for rendering plant
AMPA3092	Grade beef carcases using Meat Standards Australia standards
AMPA3093	Use standard product descriptions - sheep/goats
AMPA3094	Use standard product descriptions - beef
AMPA3095	Use standard product descriptions - pork
AMPA3096	Use standard product descriptions – kangaroos
AMPA3100	Perform manual chemical lean testing
AMPA3111	Conduct start up procedures and preoperational checks on slaughter floor NLIS data equipment* *AMPA3102 Overview of the NLIS program utilising RFIDs*
AMPA3118	Monitor temperature and pH decline
AMPA402	Oversee plant compliance with the Australian Standards for meat processing
AMPA406	Inspect transportation container or vehicle
AMPA411	Oversee humane handling of animals
AMPA412	Conduct an animal welfare audit of a meat processing plant* *AMPA2006 Apply animal welfare and handling requirements* *AMPA411 Oversee humane handling of animals* *AMPX404 Conduct an internal audit of a documented program*
AMPR321	Collect and prepare standard samples
AMPX301	Assess product in chillers
AMPX310	Perform pre-operations hygiene assessment
BSBFLM312	Contribute to team effectiveness
MSMENV172	Identify and minimise environmental hazards
MSL904001	Perform standard calibrations
MSL922001	Record and present data
MSL954001	Obtain representative samples in accordance with sampling plan

© Commonwealth of Australia, 2025 Skills Insight

MSL973001	Perform basic tests
MSL973004	Perform aseptic techniques
MSS024006	Perform sampling and testing of water

Group B

Unit Code	**Unit Title**
AMPA3101	Overview of the NLIS for sheep and goats
AMPA3102	Overview of the NLIS program utilising RFIDs
AMPA3119	Apply food animal anatomy and physiology to inspection processes
AMPA3134	Overview of the NLIS Pork
AMPX209	Sharpen knives
AMPX308	Follow and implement an established work plan
TAAASS301	Contribute to assessment
TAEDEL301	Provide work skill instruction
UEENEED101A	Use computer applications relevant to a workplace

Qualification Mapping Information

No equivalent qualification.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP30815 Certificate III in Meat Processing (Retail Butcher)

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release
2	AMPv2.0	Selected superseded imported units updated

Qualification Description

This qualification is the trade qualification for butchers.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

Nil.

Packaging Rules

Total number of units = 44

- Core units = 37
- Elective units = 7

Core Units

Stage 1

Unit Code	Unit Title
AMPCOR201	Maintain personal equipment
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPCOR205	Communicate in the workplace

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR206	Overview the meat industry
AMPR101	Identify species and meat cuts
AMPR102	Trim meat for further processing* *AMPX209 Sharpen knives*
AMPR103	Store meat product
AMPR104	Prepare minced meat and minced meat products* *AMPX209 Sharpen knives*
AMPR105	Provide service to customers
AMPR203	Select, weigh and package meat for sale
AMPR212	Clean a meat retail work area
AMPX209	Sharpen knives
FDFOP2061A	Use numerical applications in the workplace

Core Units

Stage 2

Unit Code	**Unit Title**
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPR201	Break and cut product using a bandsaw* *AMPX201 Prepare and operate bandsaw*
AMPR202	Provide advice on cooking and storage of meat products* *AMPR105 Provide service to customers*
AMPR204	Package product using manual packing and labelling equipment
AMPR205	Use basic methods of meat cookery* *AMPX209 Sharpen knives*
AMPR208	Make and sell sausages
AMPR209	Produce and sell value-added products* *AMPX209 Sharpen knives*

© Commonwealth of Australia, 2025 Skills Insight

AMPX201	Prepare and operate bandsaw
AMPX210	Prepare and slice meat cuts* *AMPX209 Sharpen knives*
AMPX211	Trim meat to specifications* *AMPX209 Sharpen knives*

Core Units

Stage 3

Unit Code	**Unit Title**
AMPR301	Prepare specialised cuts* *AMPX209 Sharpen knives*
AMPR302	Assess carcase or product quality
AMPR303	Calculate yield of carcase or product
AMPR304	Manage stock
AMPR305	Meet customer needs* *AMPR105 Provide service to customers*
AMPR306	Provide advice on nutritional role of meat
AMPR307	Merchandise products, services
AMPR316	Cure, corn and sell product
AMPR317	Assess and sell poultry product
AMPR319	Locate, identify and assess meat cuts
AMPR320	Assess and address customer preferences
AMPR322	Prepare and produce value added products
AMPX304	Prepare primal cuts* *AMPX304 Prepare primal cuts*

© Commonwealth of Australia, 2025 Skills Insight

Elective Units

Select:

- 1 unit from Group A (Stage 1)
- 1 unit from Group B (Stage 2)
- 1 unit from Group C (Stage 3)
- 4 units from Groups C or D

Group A: Stage 1

Unit Code	Unit Title
AMPR106	Process sales transactions
AMPR107	Undertake minor routine maintenance
AMPR108	Monitor meat temperature from receival to sale

Group B: Stage 2

Unit Code	Unit Title
AMPR206	Vacuum pack product in a retail operation
AMPR207	Undertake routine preventative maintenance
AMPR210	Receive meat product
AMPR211	Provide advice on meal solutions in a meat retail outlet
AMPX212	Package product using automatic packing and labelling equipment
AMPX213	Despatch meat product
BSBITU101	Operate a personal computer
SIRRRTF001	Balance and secure point-of-sale terminal

Group C: Stage 3

Unit Code	Unit Title
AMPR312	Bone game meat* *AMPX209 Sharpen knives*

© Commonwealth of Australia, 2025 Skills Insight

AMPR323	Break small stock carcases for retail sale* *AMPX209 Sharpen knives* *AMPR319 Locate, identify and assess meat cuts*
AMPR324	Break large stock carcases for retail sale* *AMPX209 Sharpen knives* *AMPR319 Locate, identify and assess meat cuts*

Group D: Stage 3

Unit Code	**Unit Title**
AMPR308	Prepare, roll, sew and net meat
AMPR309	Bone and fillet poultry* *AMPX209 Sharpen knives*
AMPR310	Cost and price meat products
AMPR311	Prepare portion control to specifications* *AMPX209 Sharpen knives*
AMPR313	Order stock in a meat enterprise
AMPR314	Calculate and present statistical data in a meat enterprise
AMPR315	Utilise the Meat Standards Australia system to meet customer requirements
AMPR321	Collect and prepare standard samples
AMPR325	Prepare cooked meat product for retail sale
AMPX305	Smoke product

© Commonwealth of Australia, 2025 Skills Insight

AMPX306	Provide coaching
AMPX307	Provide mentoring
AMPX309	Identify and repair equipment faults
HLTAID003	Provide first aid
SIRXSLS001	Sell to the retail customer
SIRRMER003	Coordinate visual merchandising activities
TAEDEL301	Provide work skill instruction

Qualification Mapping Information

Equivalent to MTM30813 Certificate III in Meat Processing (Retail Butcher)

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP30916 Certificate III in Meat Processing (Smallgoods - General)

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Qualification Description

This qualification covers work activities undertaken by smallgoods producers working in larger, factory-type smallgoods enterprises. Factories will often have specialised lines of production, (for example, hams and bacons) and use complex production machinery, and may not encompass the range of smallgoods production techniques found in traditional smallgoods enterprises.

Graduates from this qualification will have a wide range of cognitive, technical and communication skills to select and apply a specialised range of tools, materials and information to:

- complete routine activities
- provide and transmit solutions to predictable and sometimes unpredictable problems

Graduates will apply knowledge and skills to demonstrate autonomy and judgement and to take limited responsibility in known and stable contexts within established parameters.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

Total number of units = 25

- Core Units = 5
- Elective Units =20

© Commonwealth of Australia, 2025 Skills Insight

Core Units

Unit Code	**Unit Title**
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPCOR204	Follow safe work policies and procedures
AMPCOR205	Communicate in the workplace
AMPCOR206	Overview the meat industry

Elective Units

- Select 2 units from Group A
- Select 7 units from Group B
- Select 7 units from Group C
- The remaining 4 units may be selected from the elective list, or this or any other endorsed Training Package or Accredited Course
  Selected units must be relevant to job outcomes in smallgoods processing and must be chosen to ensure the integrity of the qualification outcome at AQF level 3

Group A

Unit Code	**Unit Title**
AMPS101	Handle materials and products
AMPS102	Pack smallgoods product
AMPX202	Clean work area during operations
FDFOP2061A	Use numerical applications in the workplace
HLTAID003	Provide first aid

Group B

© Commonwealth of Australia, 2025 Skills Insight

Unit Code	Unit Title
AMPA2047	Inspect hindquarter and remove contamination* *AMPX209 Sharpen knives*
AMPA2048	Inspect forequarter and remove contamination* *AMPX209 Sharpen knives*
AMPA2109	Store carcase product
AMPA2110	Store carton product
AMPA2174	Clean after operations – boning room
AMPS201	Package product using thermoform process
AMPS203	Operate bar and coder systems
AMPS205	Select, identify and prepare casings
AMPS206	Manually shape and form product
AMPS207	Slice product using simple machinery
AMPS208	Rotate stored meat
AMPS209	Rotate meat product
AMPS210	Inspect carton meat
AMPS211	Prepare dry ingredients
AMPS212	Measure and calculate routine workplace data
AMPS213	Manually link and tie product
AMPX203	Operate scales and semi-automatic labelling machinery
AMPX205	Clean chillers
AMPX206	Operate forklift in a specific workplace
AMPX207	Vacuum pack product
AMPX209	Sharpen knives
AMPX210	Prepare and slice meat cuts* *AMPX209 Sharpen knives*

© Commonwealth of Australia, 2025 Skills Insight

AMPX211	Trim meat to specifications* *AMPX209 Sharpen knives*
AMPX212	Package product using automatic packing and labelling equipment
AMPX213	Despatch meat product
AMPX214	Package meat and smallgoods product for retail sale
AMPX217	Package product using gas flushing process
AMPX218	Operate metal detection unit
AMPX301	Assess product in chillers
CPPCLO3038	Clean food-handling areas
FDFOP2007A	Work in a freezer storage area
FDFOP2010A	Work with temperature controlled stock
MSL922001	Record and present data
TLID2013	Move materials mechanically using automated equipment

Group C

AMPA3094	Use standard product descriptions – beef
AMPA3095	Use standard product descriptions – pork
AMPS300	Operate mixer or blender unit
AMPS301	Cook, steam and cool product
AMPS302	Prepare dried meat
AMPS303	Fill casings
AMPS304	Thaw product – water
AMPS305	Thaw product – air
AMPS307	Sort meat
AMPS308	Batch meat

© Commonwealth of Australia, 2025 Skills Insight

AMPS309	Operate product forming machinery
AMPS310	Operate link and tie machinery
AMPS311	Operate complex slicing and packaging machinery
AMPS312	Prepare meat-based pates and terrines for commercial sale
AMPS313	Prepare product formulations
AMPS314	Ferment and mature product
AMPS315	Blend meat product
AMPX204	Maintain production records
AMPX302	Cure and corn product
AMPX303	Break carcase into primal cuts* *AMPX209 Sharpen knives*
AMPX304	Prepare primal cuts* *AMPX209 Sharpen knives*
AMPX305	Smoke product
AMPX306	Provide coaching
AMPX307	Provide mentoring
AMPX309	Identify and repair equipment faults
BSBINM302	Utilise a knowledge management system
FDFOP3002A	Set up a production or packaging line for operation
MSL904001	Perform standard calibrations
MSL952002	Handle and transport samples or equipment
MSL954001	Obtain representative samples in accordance with sampling plan
MSL973001	Perform basic tests
TAEDEL301	Provide work skill instruction
TLIA2009	Complete and check import/export documentation

© Commonwealth of Australia, 2025 Skills Insight

Qualification Mapping Information

Equivalent to AMP30911 Certificate III in Meat Processing (Smallgoods - General).

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP31016 Certificate III in Meat Processing (Smallgoods - Manufacture)

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Qualification Description

This qualification covers work activities undertaken by smallgoods producers working in a small to medium-sized traditional smallgoods enterprise which produces a range of smallgoods products.

Graduates from this qualification will have a wide range of cognitive, technical and communication skills to select and apply a specialised range of tools, materials and information to:

- complete routine activities
- provide and transmit solutions to predictable and sometimes unpredictable problems

Graduates will apply knowledge and skills to demonstrate autonomy and judgement and to take limited responsibility in known and stable contexts within established parameters.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

Total number of units = 26

- Core Units = 5
- Elective Units = 21

Core Units

© Commonwealth of Australia, 2025 Skills Insight

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPCOR204	Follow safe work policies and procedures
AMPCOR205	Communicate in the workplace
AMPCOR206	Overview the meat industry

Elective Units

- Select 2 units from Group A
- Select 7 units from Group B
- Select 7 units from Group C
- Select 1 Unit from Group D
- The remaining 4 units may be selected from the elective list, or this or any other endorsed Training Package or Accredited Course

Selected units must be relevant to job outcomes in the manufacture of smallgoods products and must be chosen to ensure the integrity of the qualification outcome at AQF level 3.

Group A

Unit Code	Unit Title
AMPS101	Handle materials and products
AMPS102	Pack smallgoods product
AMPX202	Clean work area during operations
FDFOP2061A	Use numerical applications in the workplace
HLTAID003	Provide first aid

Group B

© Commonwealth of Australia, 2025 Skills Insight

Unit Code	Unit Title
AMPA2047	Inspect hindquarter and remove contamination* *AMPX209 Sharpen knives*
AMPA2048	Inspect forequarter and remove contamination* *AMPX209 Sharpen knives*
AMPA2109	Store carcase product
AMPA2110	Store carton product
AMPA2174	Clean after operations – boning room
AMPS201	Package product using thermoform process
AMPS203	Operate bar and coder systems
AMPS205	Select, identify and prepare casings
AMPS206	Manually shape and form product
AMPS207	Slice product using simple machinery
AMPS208	Rotate stored meat
AMPS209	Rotate meat product
AMPS210	Inspect carton meat
AMPS211	Prepare dry ingredients
AMPS212	Measure and calculate routine workplace data
AMPS213	Manually link and tie product
AMPX203	Operate scales and semi-automatic labelling machinery
AMPX205	Clean chillers
AMPX206	Operate forklift in a specific workplace
AMPX207	Vacuum pack product
AMPX209	Sharpen knives
AMPX210	Prepare and slice meat cuts* *AMPX209 Sharpen knives*

© Commonwealth of Australia, 2025 Skills Insight

AMPX211	Trim meat to specifications* *AMPX209 Sharpen knives*
AMPX212	Package product using automatic packing and labelling equipment
AMPX213	Despatch meat product
AMPX214	Package meat and smallgoods product for retail sale
AMPX217	Package product using gas flushing process
AMPX218	Operate metal detection unit
AMPX301	Assess product in chillers
CPPCLO3038	Clean food-handling areas
FDFOP2007A	Work in a freezer storage area
FDFOP2010A	Work with temperature controlled stock
MSL922001	Record and present data
TLID2013	Move materials mechanically using automated equipment

Group C

Unit Code	**Unit Title**
AMPS300	Operate mixer or blender unit
AMPS301	Cook, steam and cool product
AMPS302	Prepare dried meat
AMPS307	Sort meat
AMPS308	Batch meat
AMPS312	Prepare meat-based pates and terrines for commercial sale
AMPS313	Prepare product formulations
AMPS314	Ferment and mature product
AMPS315	Blend meat product

© Commonwealth of Australia, 2025 Skills Insight

AMPX302	Cure and corn product
AMPX305	Smoke product

Group D

AMPA3094	Use standard product descriptions – beef
AMPA3095	Use standard product descriptions – pork
AMPS303	Fill casings
AMPS304	Thaw product – water
AMPS305	Thaw product – air
AMPX204	Maintain production records
AMPX303	Break carcase into primal cuts *AMPX209 Sharpen knives*
AMPX304	Prepare primal cuts* *AMPX209 Sharpen knives*
AMPX309	Identify and repair equipment faults
MSL904001	Perform standard calibrations
MSL952002	Handle and transport samples or equipment
MSL954001	Obtain representative samples in accordance with sampling plan
MSL973001	Perform basic tests
TAEDEL301	Provide work skill instruction

Qualification Mapping Information

Equivalent to MTM31011 Certificate III in Meat Processing (Smallgoods - Manufacture).

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP31116 Certificate III in Meat Processing (Livestock Handling)

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release. No equivalent qualification.

Qualification Description

This qualification covers the work activities undertaken by team leaders working the yards or lairage. Typically people undertaking this qualification will have responsibility for the welfare, yarding and movement of stock in an abattoir.

Graduates from this qualification will have a wide range of cognitive, technical and communication skills to select and apply a specialised range of tools, materials and information to:

- complete routine activities
- provide and transmit solutions to predictable and sometimes unpredictable problems

Graduates will apply knowledge and skills to demonstrate autonomy and judgement and to take limited responsibility in known and stable contexts within established parameters.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

Total number of units = 19

- Core Units = 6
- Elective Units =13

© Commonwealth of Australia, 2025 Skills Insight

Core Units

Unit Code	Unit Title
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPCOR204	Follow safe work policies and procedures
AMPCOR205	Communicate in the workplace
AMPCOR206	Overview the meat industry
AMPA2006	Apply animal welfare and handling requirements
AHCLSK205	Handle livestock using basic techniques

Elective Units

- Select five units from Group A.
- Select six units from Group B.
- Select a further two units from Group B or C, or this or any other endorsed Training Package or Accredited Course.
- Selected units must be relevant to job outcomes in stockyards and must be chosen to ensure the integrity of the qualification outcome at AQF level 3.

Group A

Unit Code	Unit Title
AMPA2000	Prepare animals for slaughter
AMPA2001	Feed race
AMPA2002	Restrain animal
AMPA2003	Perform emergency kill
AMPA2004	Assess, purchase and transport calves
AMPA2005	Unload livestock
AMPA2007	Identify animals using electronic systems

© Commonwealth of Australia, 2025 Skills Insight

AMPA2177	Handle working dogs in stock yards
AHCLSK204	Carry out regular livestock observation
AHCLSK212A	Ride horses to carry out stock work
UEENEED101A	Use computer applications relevant to a workplace

Group B

Unit Code	**Unit Title**
AMPA3002	Handle animals humanely while conducting ante-mortem inspection
AMPA3069	Perform Ante-Mortem Inspection and make disposition* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3101	Overview of the NLIS for sheep and goats
AMPA3102	Overview of the NLIS program utilising RFIDs
AMPA3103	Manage NLIS data for livestock in lairage* *AMPA3102 Overview of the NLIS program utilising RFIDs*
AMPA3104	Manage NLIS data for sheep and goats in lairage* *AMPA3101 Overview of the NLIS for sheep and goats*
AMPA3105	Manage NLIS for direct purchase of stock identified with an RFID* *AMPA3102 Overview of the NLIS program utilising RFIDs*
AMPA3106	Manage NLIS for direct purchase of sheep or goats* *AMPA3101 Overview of the NLIS for sheep and goats*
AMPA3107	Manage NLIS data for saleyard purchase of livestock* *AMPA3102 Overview of the NLIS program utilising RFIDs*
AMPA3108	Manage NLIS for saleyard purchase of sheep or goats* *AMPA3101 Overview of the NLIS for sheep goats*
AMPA3110	Manage, report and upload mob based NLIS data for sheep and goats*

© Commonwealth of Australia, 2025 Skills Insight

	AMPA3101 Overview of the NLIS for sheep and goats
AMPA3113	Prepare a kill sheet
AMPA3114	Undertake pre slaughter checks of NVDs and PICs for NLIS for sheep and goats* *AMPA3101 Overview of the NLIS for sheep and goats*
AMPA3115	Undertake pre slaughter checks of NVDs, PICs and RFIDs* *AMPA3102 Overview of the NLIS program utilising RFIDs*
AMPA3131	Identify emergency diseases of food animals
AMPA3133	Manage NLIS data for pigs in lairage* *AMPA3134 Overview of the NLIS pork*
AMPA3134	Overview of the NLIS Pork
AMPA402	Oversee plant compliance with the Australian standards for Meat Processing
AMPA411	Oversee humane handling of animals
AMPA412	Conduct an animal welfare audit of a meat processing plant* *AMPA2006 Apply animal welfare and handling requirements* *AMPA411 Oversee humane handling of animals* *AMPX404 Conduct an internal audit of a documented program*
AHCLSK320	Coordinate and monitor livestock transport
TLID3020	Care for livestock in transit

Group C

AMPX306	Provide coaching
AMPX307	Provide mentoring
AMPX308	Follow and implement an established work plan
AMPX404	Conduct an internal audit of a documented program
BSBFLM312	Contribute to team effectiveness

© Commonwealth of Australia, 2025 Skills Insight

MSMENV172	Identify and minimise environmental hazards
TAEDEL301	Provide work skill instruction
TAAASS301	Contribute to assessment

Qualification Mapping Information

No equivalent qualification.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP31216 Certificate III in Meat Processing (Packing Operations)

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release. No equivalent qualification.

Qualification Description

This qualification covers the work activities undertaken by team leaders in a packing room of a meat processing operation. Typically people undertaking this qualification will have responsibility for a group of people and for the smooth, safe and efficient running of the packing process. They will frequently be called upon to train new recruits or to implement new processes or customer specifications.

Graduates from this qualification will have a wide range of cognitive, technical and communication skills to select and apply a specialised range of tools, materials and information to:

- complete routine activities
- provide and transmit solutions to predictable and sometimes unpredictable problems

Graduates will apply knowledge and skills to demonstrate autonomy and judgement and to take limited responsibility in known and stable contexts within established parameters.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

Candidates must have completed the following units or their equivalent:

AMPA2068 Inspect meat for defects

AMPA2070 Identify cuts and specifications

© Commonwealth of Australia, 2025 Skills Insight

AMPA2071 Pack meat product

Packaging Rules

Total number of units = 18

- Core Units = 7
- Elective Units = 11

Core Units

Unit Code	Unit Title
AMPCOR201	Maintain personal equipment
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPCOR204	Follow safe work policies and procedures
AMPCOR205	Communicate in the workplace
AMPCOR206	Overview the meat industry
AMPA3116	Supervise meat packing operation

Elective Units

- Select a minimum of 11 units
- 8 units must be selected from the elective list
- The remaining units may be selected from the elective list, or this or any other endorsed Training Package or Accredited Course
  Selected units must be relevant to job outcomes in a meat processing packing operation and must be chosen to ensure the integrity of the qualification outcome at AQF level 3

Unit Code	Unit Title
AMPA3072	Perform carcase Meat Hygiene Assessment* *AMPX209 Sharpen knives*
AMPA3073	Perform process monitoring for Meat Hygiene Assessment

© Commonwealth of Australia, 2025 Skills Insight

AMPA3074	Perform boning room Meat Hygiene Assessment
AMPA3093	Use standard product descriptions - sheep/goats
AMPA3094	Use standard product descriptions - beef
AMPA3095	Use standard product descriptions - pork
AMPA3096	Use standard product descriptions – kangaroos
AMPA3117	Oversee product loadout
AMPX301	Assess product in chillers
AMPX308	Follow and implement an established work plan
AMPX309	Identify and repair equipment faults
AMPX310	Perform pre-operations hygiene assessment
AMPX311	Monitor production of packaged product to customer specifications
AMPX404	Conduct an internal audit of a documented program
FDFOP3002A	Set up a production or packaging line for operation
MSS403032	Analyse manual handling processes
MSL904001	Perform standard calibrations
MSL922001	Record and present data
MSL954001	Obtain representative samples in accordance with sampling plan
MSMENV172	Identify and minimise environmental hazards
MSMSUP300	Identify and apply process improvements

Qualification Mapping Information

No equivalent qualification.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

AMP40215 Certificate IV in Meat Processing (General)

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release
2	AMPv2.0	Selected superseded imported units updated New unit AMPX427 Dry age meat added to Elective Group A Technical Units

Qualification Description

This qualification covers work activities undertaken by workers at supervisory or post-trade level in the meat industry. It is designed to enable candidates to select a mix of technical and leadership units to suit their job roles and career requirements. This qualification is also designed to enable candidates to gain cross-sectoral experience in the meat industry.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

Nil.

Packaging Rules

Total number of units = 12

- Core units = 4
- Elective units = 8

Core Units

Unit Code	Unit Title
AMPCOR401	Manage own work performance
AMPCOR402	Facilitate Quality Assurance process

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR403	Participate in workplace health and safety risk control process
AMPCOR404	Facilitate hygiene and sanitation performance

Elective Units

Select:

- 1 unit from Group A
- 1 unit from Groups B or C or D or E
- 3 units from the elective list (any group)
- 3 additional units from the elective list, or this or any other endorsed Training Package or Accredited Course. Selected units must be relevant to job outcomes in meat processing and must be chosen to ensure the integrity of the qualification outcome at AQF level 4.

Group A: Technical Units

Unit Code	Unit Title
AMPA400	Utilise refrigeration index
AMPA401	Implement a Meat Hygiene Assessment program
AMPA402	Oversee plant compliance with the Australian standards for meat processing
AMPA403	Apply meat science
AMPA404	Conduct and validate pH and temperature declines to MSA standards
AMPA407	Contribute to abattoir design and construction processes
AMPA411	Oversee humane handling of animals
AMPX401	Monitor meat preservation process
AMPX402	Monitor and overview the production of processed meats and smallgoods
AMPX403	Monitor and overview the production of Uncooked Comminuted Fermented Meat (UCFM)* *AMPCOR202 Apply hygiene and sanitation practices* *AMPCOR404 Facilitate hygiene and sanitation practices*
AMPX405	Conduct statistical analysis of process
AMPX407	Oversee export requirements

© Commonwealth of Australia, 2025 Skills Insight

AMPX415	Specify beef product using AUS-MEAT language
AMPX416	Specify sheep product using AUS-MEAT language
AMPX417	Specify pork product using AUS-MEAT language
AMPX420	Participate in the ongoing development and implementation of a HACCP and Quality Assurance system
AMPX421	Establish sampling program
AMPX424	Raise and validate requests for export permits and Meat Transfer Certificates
AMPX426	Undertake chiller assessment to AUS-MEAT requirements
AMPX427	Dry age meat

Group B: Management units

Unit Code	**Unit Title**
AMPA405	Develop and implement Quality Assurance program for a rendering plant
AMPX406	Manage or oversee an external audit of the establishment's quality system
AMPX408	Coordinate contracts
AMPX409	Prepare and evaluate resource proposals
AMPX410	Facilitate achievement of enterprise environmental policies and goals
AMPX413	Manage and maintain a food safety plan
AMPX414	Assess and evaluate meat industry requirements and processes
AMPX419	Participate in product recall
AMPX422	Develop and implement work instructions and SOPs
BSBCUS402	Address customer needs
BSBHRM405	Support the recruitment, selection and induction of staff
BSBINM401	Implement workplace information system
BSBMGT402	Implement operational plan

© Commonwealth of Australia, 2025 Skills Insight

BSBMGT403	Implement continuous improvement
BSBMKG414	Undertake marketing activities
BSBRKG404	Monitor and maintain records in an online environment
PSPREG412A	Gather and manage evidence
SIRXEBS001A	Acquire and retain online customers
SIRXFIN004A	Manage financial resources
SIRXINV004A	Buy merchandise
SIRRINV001	Receive and handle retail stock

Group C: Leadership units

Unit Code	**Unit Title**
AMPX411	Foster a learning culture in a meat enterprise
AMPX412	Build productive and effective workplace relationships
AMPX418	Lead communication in the workplace
AMPX423	Supervise new recruits
BSBINN301	Promote innovation in a team environment
BSBLDR403	Lead team effectiveness
BSBLED401	Develop teams and individuals

Group D: Auditing units

Unit Code	**Unit Title**
AMPA412	Conduct an animal welfare audit of a meat processing plant* *AMPA411 Oversee of humane handling of animals* *AMPX404 Conduct an internal audit of a documented program* *MTMP2010A Apply animal welfare and handling requirements*
AMPX404	Conduct an internal audit of a documented program

© Commonwealth of Australia, 2025 Skills Insight

AMPX425	Conduct a document review
FDFAU4001A	Assess compliance with food safety programs
FDFAU4002A	Communicate and negotiate to conduct food safety audits
FDFAU4003A	Conduct food safety audits
FDFAU4004A	Identify, evaluate and control food safety hazards

Group E: Training units

Unit Code	**Unit Title**
TAEASS401	Plan assessment activities and processes
TAEASS402	Assess competence

Qualification Mapping Information

MTM40411 Certificate IV in Meat Processing (General)	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP40315 Certificate IV in Meat Processing (Leadership)

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release
2	AMPv2.0	Selected superseded imported units updated

Qualification Description

This qualification covers work activities undertaken by experienced meat workers who are carrying out supervisory roles.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

Nil.

Packaging Rules

Total number of units = 12

- Core units = 4
- Elective units = 8

Core Units

Unit Code	Unit Title
AMPCOR401	Manage own work performance
AMPCOR402	Facilitate Quality Assurance process
AMPCOR403	Participate in workplace health and safety risk control process
AMPCOR404	Facilitate hygiene and sanitation performance

© Commonwealth of Australia, 2025 Skills Insight

Elective Units

Select:

- 5 units from the elective list
- 3 additional units from the elective list, or this or any other endorsed Training Package or Accredited Course. Selected units must be relevant to job outcomes in meat processing supervisory roles and must be chosen to ensure the integrity of the qualification outcome at AQF level 4.

Unit Code	Unit Title
AMPX403	Monitor and overview the production of Uncooked Comminuted Fermented Meat (UCFM)* *AMPCOR202 Apply hygiene and sanitation practices* *AMPCOR404 Facilitate hygiene and sanitation performance*
AMPX408	Coordinate contracts
AMPX409	Prepare and evaluate resource proposals
AMPX410	Facilitate achievement of enterprise environmental policies and goals
AMPX411	Foster a learning culture in a meat enterprise
AMPX412	Build productive and effective workplace relationships
AMPX413	Manage and maintain a food safety plan
AMPX414	Assess and evaluate meat industry requirements and processes
AMPX418	Lead communication in the workplace
AMPX419	Participate in product recall
AMPX422	Develop and implement work instructions and SOPs
AMPX423	Supervise new recruits
BSBCUS402	Address customer needs
BSBINM401	Implement workplace information system
BSBINN301	Promote innovation in a team environment
BSBLDR403	Lead team effectiveness

© Commonwealth of Australia, 2025 Skills Insight

BSBLED401	Develop teams and individuals
BSBMGT402	Implement operational plan
BSBMGT403	Implement continuous improvement
SIRXFIN004A	Manage financial resources
SIRXINV004A	Buy merchandise
SIRRINV001	Receive and handle retail stock
TAEASS401	Plan assessment activities and processes
TAEASS402	Assess competence

Qualification Mapping Information

MTM40111 Certificate IV in Meat Processing (Leadership)	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP40415 Certificate IV in Meat Processing (Quality Assurance)

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Qualification Description

This qualification covers work activities undertaken by Quality Assurance officers in meat processing enterprises.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

The following units must be completed prior to commencing this qualification:

- AMPCOR201 Maintain personal equipment
- AMPCOR202 Apply hygiene and sanitation practices
- AMPCOR203 Comply with Quality Assurance and HACCP requirements
- AMPCOR204 Follow safe work policies and procedures
- AMPCOR205 Communicate in the workplace
- AMPCOR206 Overview the meat industry

Packaging Rules

Total number of units = 12

- Core units = 6
- Elective units = 6

Core Units

Unit Code	Unit Title
AMPCOR401	Manage own work performance

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR402	Facilitate Quality Assurance process
AMPCOR403	Participate in workplace health and safety risk control process
AMPCOR404	Facilitate hygiene and sanitation performance
AMPX404	Conduct an internal audit of a documented program
AMPX420	Participate in the ongoing development and implementation of a HACCP and Quality Assurance system

Elective Units

Select:

- 4 units from the elective list
- 2 additional units from the elective list, or this or any other endorsed Training Package or Accredited Course. Selected units must be relevant to job outcomes in Quality Assurance and must be chosen to ensure the integrity of the qualification outcome at AQF level 4.

Unit Code	**Unit Title**
AMPA400	Utilise refrigeration index
AMPA401	Implement a Meat Hygiene Assessment program
AMPA402	Oversee plant compliance with the Australian standards for meat processing
AMPA403	Apply meat science
AMPA405	Develop and implement Quality Assurance program for a rendering plant
AMPA412	Conduct an animal welfare audit of a meat processing plant* *AMPA411 Oversee of humane handling of animals* *AMPX404 Conduct an internal audit of a documented program* *MTMP2010A Apply animal welfare and handling requirements*
AMPX403	Monitor and overview the production of Uncooked Comminuted Fermented Meat (UCFM)* *AMPCOR202 Apply hygiene and sanitation practices* *AMPCOR404 Facilitate hygiene and sanitation performance*

© Commonwealth of Australia, 2025 Skills Insight

AMPX405	Conduct statistical analysis of process
AMPX406	Manage or oversee an external audit of the establishment's quality system
AMPX415	Specify beef product using AUS-MEAT language
AMPX416	Specify sheep product using AUS-MEAT language
AMPX417	Specify pork product using AUS-MEAT language
AMPX419	Participate in product recall
AMPX422	Develop and implement work instructions and SOPs
AMPX424	Raise and validate requests for export permits and Meat Transfer Certificates
AMPX425	Conduct a document review
AMPX426	Undertake chiller assessment to AUS-MEAT requirements
FDFAU4001A	Assess compliance with food safety programs
FDFAU4002A	Communicate and negotiate to conduct food safety audits
FDFAU4003A	Conduct food safety audits
FDFAU4004A	Identify, evaluate and control food safety hazards

Qualification Mapping Information

MTM40311 Certificate IV in Meat Processing (Quality Assurance)	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP40516 Certificate IV in Meat Processing (Meat Safety)

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Qualification Description

This qualification covers work activities undertaken by meat inspectors in meat processing enterprises, usually at export processing plants. It covers the duties of a meat inspector performing post-mortem inspection and, in some cases, ante-mortem inspection.

People seeking registration as a meat inspector should check the current requirements with their state or territory food authority or the Australian Government – Agriculture, as appropriate, when selecting electives.

This qualification differs from the *Certificate III in Meat Processing (Meat Safety)* in that it addresses the skills and knowledge necessary to oversee the implementation of Approved Arrangements and workplace health and safety programs.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

Total number of units = 21 or 24 (depending on elective selection)

- Core Units = 14
- Elective Units = 7 or 10 (depending on elective selection)

Core Units

Unit Code	Unit Title
AMPCOR201	Maintain personal equipment

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR202	Apply hygiene and sanitation practices
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPCOR204	Follow safe work policies and procedures
AMPCOR205	Communicate in the workplace
AMPCOR206	Overview the meat industry
AMPCOR401	Manage own work performance
AMPCOR402	Facilitate Quality Assurance process
AMPCOR403	Participate in workplace health and safety risk control process
AMPCOR404	Facilitate hygiene and sanitation performance
AMPX209	Sharpen knives
AMPA3119	Apply food animal anatomy and physiology to inspection processes
AMPA3071	Implement food safety program
AMPA3131	Identify and report emergency diseases of food animals

Elective Units

- Select 2 units from Group A **or**
- Select 1 unit from Group A and 4 units from Group B
- Select 5 units from Group C

Group A

Unit Code	**Unit Title**
AMPA3120	Perform ante and post-mortem inspection - Ovine and Caprine* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3121	Perform ante and post-mortem inspection – Bovine* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem*

© Commonwealth of Australia, 2025 Skills Insight

	inspection
AMPA3122	Perform ante and post-mortem inspection – Porcine* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3123	Perform ante and post-mortem inspection – Poultry* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3124	Perform ante and post-mortem inspection – Ratites* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3125	Perform ante and post-mortem inspection – Camels* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3127	Perform post-mortem inspection – Wild game* *AMPX209 Sharpen Knives*
AMPA3128	Perform ante and post-mortem inspection – Rabbits* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3129	Perform ante and post-mortem inspection – Deer* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3130	Perform ante and post-mortem inspection – Horses * *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3132	Perform ante and post-mortem inspection– Alpacas or Llamas*

© Commonwealth of Australia, 2025 Skills Insight

	AMPX209 Sharpen Knives *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*
AMPA3135	Perform ante and post-mortem inspection – Calves* *AMPX209 Sharpen Knives* *AMPA3002 Handle animals humanely while conducting ante-mortem inspection*

Group B

Unit Code	**Unit Title**
AMPA3002	Handle animals humanely while conducting ante-mortem inspection
AMPA3003	Assess effective stunning and bleeding
AMPA3043	Prepare head for inspection* *AMPX209 Sharpen Knives*
AMPA3047	Prepare and present viscera for inspection* *AMPX209 Sharpen knives*
AMPA3072	Perform carcase Meat Hygiene Assessment* *AMPX209 Sharpen Knives*
AMPA3073	Perform process monitoring for Meat Hygiene Assessment
AMPA3074	Perform boning room Meat Hygiene Assessment
AMPA3081	Perform offal Meat Hygiene Assessment
AMPA402	Oversee plant compliance with the Australian Standards for meat processing
AMPA406	Inspect transportation container or vehicle
AMPG300	Overview wild game meat industry
AMPG303	Receive and inspect wild game carcases from the field
AMPG304	Receive and inspect wild game carcases at a processing plant
AMPG305	Store wild game carcases

© Commonwealth of Australia, 2025 Skills Insight

AMPX404	Conduct an internal audit of a documented program
BSBFLM312	Contribute to team effectiveness
MSL904001	Perform standard calibrations
MSL922001	Record and present data
MSL954001	Obtain representative samples in accordance with sampling plan

Group C

Unit Code	**Unit Title**
AMPA400	Utilise refrigeration index
AMPA401	Implement a Meat Hygiene Assessment program
AMPA402	Oversee plant compliance with the Australian Standards for meat processing
AMPA407	Maintain abattoir design and construction standards
AMPA411	Oversee humane handling of animals
AMPA412	Conduct an animal welfare audit of a meat processing plant* *AMPA2006 Apply animal welfare and handling requirements* *AMPA411 Oversee humane handling of animals* *AMPX404 Conduct an internal audit of a documented program*
AMPX401	Monitor meat preservation process
AMPX402	Monitor and overview the production of processed meats and smallgoods
AMPX403	Monitor and overview the production of Uncooked Comminuted Fermented Meat (UCFM)* *AMPCOR202 Apply hygiene and sanitation practices* *MTMCOR404 Facilitate hygiene and sanitation performance*
AMPX404	Conduct an internal audit of a documented program
AMPX406	Manage or oversee an external audit of the establishment's quality system
AMPX407	Oversee export requirements

© Commonwealth of Australia, 2025 Skills Insight

AMPX412	Build productive and effective workplace relationships
AMPX420	Participate in ongoing development and implementation of a HACCP and Quality Assurance system
AMPX421	Establish sampling program
AMPX424	Raise and validate requests for export permits and Meat Transfer Certificates
AMPX425	Conduct a document review
FDFAU4001A	Assess compliance with food safety programs
FDFAU4003A	Conduct food safety audits
FDFAU4002A	Communicate and negotiate to conduct food safety audits
PSPREG412A	Gather and manage evidence

Qualification Mapping Information

This qualification is not equivalent to previous versions of the Certificate IV in Meat Processing (Meat Safety).

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP50115 Diploma of Meat Processing (Meat Retailing)

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Qualification Description

The qualification is for people who are in a management position or who have the potential to move into these positions. People who enter this qualification will usually have substantial experience in a meat retailing sector, and will be seeking to improve their business expertise and experience.

People who are considering undertaking this qualification need to be aware that it requires extensive reading, writing of assignments and project work.

The Diploma qualification is designed for people who are already employed in the industry and who have the opportunity to draw upon workplace experiences and to carry out assignments and projects in the workplace.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

The following units must be completed prior to commencement of this qualification:

- AMPCOR401 Manage own work performance
- AMPCOR402 Facilitate Quality Assurance process
- AMPCOR403 Participate in workplace health and safety risk control process
- AMPCOR404 Facilitate hygiene and sanitation performance

Or deemed equivalence in industry skills and knowledge

Packaging Rules

Total number of units = 6

- Core units = 0

© Commonwealth of Australia, 2025 Skills Insight

- Elective units = 6

Elective Units

Select:

- 4 units from the elective list
- 2 additional units from the elective list, or this or any other endorsed Training Package or Accredited Course. Selected units must be relevant to job outcomes in meat retailing management and must be chosen to ensure the integrity of the qualification outcome at AQF level 5.

Unit Code	Unit Title
AMPMGT501	Design and manage the food safety system
AMPMGT502	Manage new product or process development
AMPMGT503	Develop and assess a meat retailing business opportunity
BSBCOM501	Identify and interpret compliance requirements
BSBFIM501	Manage budgets and financial plans
BSBMGT617	Develop and implement a business plan
BSBMKG502	Establish and adjust the marketing mix
SIRXCLM402	Manage store facilities
SIRXMGT005A	Set strategic plans
SIRXMGT006A	Initiate and implement change

Qualification Mapping Information

MTM50211 Diploma of Meat Processing (Meat Retailing)	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

AMP50215 Diploma of Meat Processing

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release
2	AMPv2.0	Superseded imported units updated

Qualification Description

The qualification is for people who are in a management position or who have the potential to move into these positions. People who enter this qualification will usually have substantial experience in a meat industry sector, and will be seeking to improve their business expertise and experience.

People who are considering undertaking this qualification need to be aware that it requires extensive reading, writing of assignments and project work.

The Diploma qualification is designed for people who are already employed in the industry and who have the opportunity to draw upon workplace experiences and to carry out assignments and projects in the workplace.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

The following units must be completed prior to commencement of this qualification:

- AMPCOR401 Manage own work performance
- AMPCOR402 Facilitate Quality Assurance process
- AMPCOR403 Participate in workplace health and safety risk control process
- AMPCOR404 Facilitate hygiene and sanitation performance

Or deemed equivalence in industry skills and knowledge

© Commonwealth of Australia, 2025 Skills Insight

Packaging Rules

Total number of units = 6

- Core units = 0
- Elective units = 6

Elective Units

Select:

- 4 units from the elective list
- 2 additional units from the elective list, or this or any other endorsed Training Package or Accredited Course. Selected units must be relevant to job outcomes in meat processing management and must be chosen to ensure the integrity of the qualification outcome at AQF level 5.

Unit Code	Unit Title
AMPMGT501	Design and manage the food safety system
AMPMGT502	Manage new product or process development
AMPMGT504	Develop, manage and maintain quality systems
AMPMGT505	Manage maintenance systems
AMPMGT506	Manage utilities and energy
AMPMGT507	Manage and improve meat industry plant operations
AMPMGT508	Manage environmental impacts of meat processing operations
AMPMGT509	Manage, maintain and continuously improve workplace health and safety plans and systems
AMPMGT510	Manage transportation of meat, meat products and meat by-products
BSBFIM501	Manage budgets and financial plans
BSBMGT605	Provide leadership across the organisation
MSL916005	Manage complex projects

© Commonwealth of Australia, 2025 Skills Insight

Qualification Mapping Information

MTM50111 Diploma of Meat Processing	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP60115 Advanced Diploma of Meat Processing

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release
2	AMPv2.0	Superseded imported units updated

Qualification Description

The qualification is for people who are in a management position and who seek to move into senior positions within their own enterprise or in related industry originations. People who enter this qualification will usually have substantial experience in a meat industry sector, and will be seeking to improve their business expertise and experience, and broader knowledge and understanding of the industry.

People who are considering undertaking this qualification need to be aware that it requires extensive reading, research capability, writing of assignments and project work.

The AMP60115 Advanced Diploma of Meat Processing is designed for people who are already employed in the industry and who have the opportunity to draw upon workplace experiences and to carry out assignments and projects in the workplace.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

The following units must be completed prior to commencement of this qualification:

- AMPCOR401 Manage own work performance
- AMPCOR402 Facilitate Quality Assurance process
- AMPCOR403 Participate in workplace health and safety risk control process
- AMPCOR404 Facilitate hygiene and sanitation performance

Or deemed equivalence in industry skills and knowledge

© Commonwealth of Australia, 2025 Skills Insight

Packaging Rules

Total number of units = 10

- Core units = 0
- Elective units = 10

Elective Units

Select:

- 5 units from Group A
- 3 units from Group B
- 2 units from the elective list, or this or any other endorsed Training Package or Accredited Course. Selected units must be relevant to job outcomes in meat processing management and must be chosen to ensure the integrity of the qualification outcome at AQF level 6.

Group A

Unit Code	Unit Title
AMPMGT501	Design and manage the food safety system
AMPMGT502	Manage new product or process development
AMPMGT503	Develop and assess a meat retailing business opportunity
AMPMGT504	Develop, manage and maintain quality systems
AMPMGT505	Manage maintenance systems
AMPMGT506	Manage utilities and energy
AMPMGT507	Manage and improve meat industry plant operations
AMPMGT508	Manage environmental impacts of meat processing operations
AMPMGT509	Manage, maintain and continuously improve workplace health and safety plans and systems
AMPMGT510	Manage transportation of meat, meat products and meat by-products
BSBCOM501	Identify and interpret compliance requirements
BSBFIM501	Manage budgets and financial plans
BSBMGT605	Provide leadership across the organisation

© Commonwealth of Australia, 2025 Skills Insight

BSBMGT617	Develop and implement a business plan
BSBMKG502	Establish and adjust the marketing mix
MSL916005	Manage complex projects
SIRXCLM402	Manage store facilities
SIRXMGT005A	Set strategic plans
SIRXMGT006A	Initiate and implement change

Group B

Unit Code	**Unit Title**
AMPMGT601	Benchmark to manage and improve enterprise performance
AMPMGT602	Monitor and manage organisational legal responsibilities
AMPMGT603	Manage meat processing systems to maintain and improve product quality
AMPMGT604	Manage effective operation of meat enterprise cold chain and refrigeration systems
AMPMGT605	Assess and purchase livestock
AMPMGT606	Analyse and develop enterprise systems for new opportunities
AMPMGT607	Establish new markets
BSBDIV601	Develop and implement diversity policy
BSBFIM601	Manage finances

Qualification Mapping Information

MTM60111 Advanced Diploma of Meat Processing	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP80115 Graduate Certificate in Agribusiness

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release
2	AMPv2.0	Selected superseded imported units updated

Qualification Description

This qualification provides a general vocational outcome in agribusiness. It reflects the role of individuals who apply substantial specialised knowledge and skills to the managerial role in an organisation or business area. In these roles they make significant high-level independent judgements in major planning, research, design, operational, compliance and management functions within highly varied or specialised agribusiness contexts.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

Candidates must enter the qualification through one of the following entry points which demonstrate their potential to undertake study at graduate level:

- an Advanced Diploma or Diploma qualification relevant to an agrifood industry
- relevant extensive vocational experience in middle management in an agrifood industry at a skill level commensurate with the AQF level 6 attributes and criteria
- higher education qualification (e.g. Bachelor Degree), with relevant vocational experience in an agrifood industry

Packaging Rules

Total number of units = 4

- Core units = 0
- Elective units = 4

Elective Units

Select:

© Commonwealth of Australia, 2025 Skills Insight

- 3 units of competency from Group A: Business Leadership Stream
- 1 unit of competency from either Group A, not previously selected, or Group B: Technical Stream, or from a relevant Graduate Certificate or Diploma from this Training Package or any other Training Package or accredited course. Selected units must be relevant to job outcomes in agribusiness and must be chosen to ensure the integrity of the qualification outcome at AQF level 8.

Group A: Business Leadership Stream

Unit Code	Unit Title
AMPMGT801	Manage financial performance
AMPMGT802	Provide strategic leadership
AMPMGT803	Communicate and negotiate in a culturally diverse context
AMPMGT804	Develop and enhance collaborative partnerships and relationships
BSBDES801	Research and apply design theory
MSS407001	Prepare for and implement change
MSS407006	Build relationships between teams in an operations environment
NWP704A	Lead a project development

Group B: Technical Stream

Unit Code	Unit Title
AMPMGT605	Assess and purchase livestock
AMPMGT805	Develop and manage international business operations
AMPMGT806	Commercialise research and technology product or idea
BSBCOM601	Research compliance requirements and issues
NWP706A	Review and evaluate water and wastewater sustainability objectives
NWP707A	Analyse and review water treatment plant technology

© Commonwealth of Australia, 2025 Skills Insight

Qualification Mapping Information

MTM70111 Vocational Graduate Certificate in Agribusiness	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMP80215 Graduate Diploma of Agribusiness

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release
2	AMPv2.0	Selected superseded imported units updated

Qualification Description

This qualification provides a general vocational outcome in agribusiness. It reflects the role of individuals who apply substantial specialised knowledge and skills to the senior managerial and leadership role in an organisation or business area. In these roles they are required to generate and evaluate complex ideas, and to initiate, design and execute the major planning, research, design, operational, compliance and management functions within highly varied or specialised agribusiness contexts. Typically, they would have full responsibility and accountability for the personal output and work of others.

No occupational licensing, legislative or certification requirements are known to apply to this qualification at the time of publication.

Entry Requirements

Candidates must enter the qualification through one of the following entry points which demonstrate their potential to undertake study at graduate level:

- an Advanced Diploma or Diploma qualification relevant to an agrifood industry
- relevant extensive vocational experience in middle management in an agrifood industry at a skill level commensurate with the AQF level VI attributes and criteria
- higher education qualification (e.g. Bachelor Degree), with relevant vocational experience in an agrifood industry

Packaging Rules

Total number of units = 8

- Core units = 0
- Elective units = 8

© Commonwealth of Australia, 2025 Skills Insight

Elective Units

Select:

- 3 units from Group A: Business Leadership Stream 1
- 1 unit from either Group A, not previously selected, or Group B: Technical Stream 1, or from a relevant Graduate Certificate from this Training Package or any other Training Package or accredited course (the selected unit must not duplicate units already contained within the qualification)
- 3 units from Group C: Business Leadership Stream 2
- 1 unit from Group D: Technical Stream 2 or from any other group, or from a relevant Graduate Diploma from this Training Package or any other Training Package or accredited course (the selected unit must not duplicate units already contained within the qualification).

Selected units must be relevant to job outcomes in agribusiness and must be chosen to ensure the integrity of the qualification outcome at AQF level 8

Group A: Business Leadership Stream 1

Unit Code	Unit Title
AMPMGT801	Manage financial performance
AMPMGT802	Provide strategic leadership
AMPMGT803	Communicate and negotiate in a culturally diverse context
AMPMGT804	Develop and enhance collaborative partnerships and relationships
BSBDES801	Research and apply design theory
MSS407001	Prepare for and implement change
MSS407006	Build relationships between teams in an operations environment
NWP704A	Lead a project development

Group B: Technical Stream 1

Unit Code	Unit Title
AMPMGT605	Assess and purchase livestock
AMPMGT805	Develop and manage international business operations
AMPMGT806	Commercialise research and technology product or idea

© Commonwealth of Australia, 2025 Skills Insight

BSBCOM601	Research compliance requirements and issues
NWP706A	Review and evaluate water and wastewater sustainability objectives
NWP707A	Analyse and review water treatment plant technology

Group C: Business Leadership Stream 2

Unit Code	**Unit Title**
AMPMGT809	Analyse data for business decision making
BSBINN801	Lead innovative thinking and practice
BSBRES801	Initiate and lead applied research
MSS408003	Develop models of future state operations practice

Group D: Technical Stream 2

Unit Code	**Unit Title**
AMPMGT807	Manage change to organisational electronic technology systems
AMPMGT808	Undertake research project

Qualification Mapping Information

MTM80111 Vocational Graduate Diploma of Agribusiness	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AHCBIO302 Identify and report unusual disease or plant pest signs

Modification History

Release	TP Version	Comment
1	AHCv1.0	Initial release

Application

This unit of competency describes the skills and knowledge required to recognise unusual disease or plant pest signs during day-to-day work and take appropriate reporting action.

The unit is typically performed by those who have daily contact with plants, birds, animals or fish. It would usually be carried out in conjunction with routine animal or plant husbandry tasks.

This unit applied to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Biosecurity (BIO)

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Identify signs of unusual disease or a plant pest	1.1 Identify signs of disease or a plant pest 1.2 Compare signs of disease or a plant pest with own experience of common endemic disease or a plant pest in the species 1.3 Assess severity and extent of the problem in the species where signs indicate an unusual disease or a plant pest 1.4 Seek immediate advice from supervisors, professionals or appropriate authorities when signs indicate an unusual disease or a plant pest
2. Report signs of unusual disease or a plant pest	2.1 Report signs of unusual disease or a plant pest to appropriate authorities immediately 2.2 Implement biosecurity measures according to enterprise biosecurity plans and instructions from appropriate authority

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to AHCBIO302A Identify and report unusual disease or plant pest signs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AHCBIO302 Identify and report unusual disease or plant pest signs

Modification History

Release	TP Version	Comment
1	AHCv1.0	Initial release

Performance Evidence

The candidate must be assessed on their ability to integrate and apply the performance requirements of this unit in a workplace setting. Performance must be demonstrated consistently over time and in a suitable range of contexts.

The candidate must provide evidence that they can:

- identify unusual disease or pest signs
- assess the severity and extent of problem in the disease or pest species
- seek advice from supervisors or professionals
- notify appropriate authorities
- implement appropriate biosecurity measures.

Knowledge Evidence

The candidate must demonstrate knowledge of:

- signs of common endemic diseases or plant pests in the species
- signs indicating unusual disease or plant pests
- methods for assessing severity and extent of problem
- biosecurity measures associated with enterprise biosecurity plans
- the process of reporting any unusual findings to appropriate authorities.

Assessment Conditions

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

AHCLSK204 Carry out regular livestock observation

Modification History

Release Number	TP Version	Comments
1	AHCv1.0	Initial release

Application

This unit of competency describes the skills and knowledge required to carry out regular livestock observation.

All work must be carried out to comply with workplace procedures, work health and safety, animal welfare and biosecurity legislation and codes of practice and sustainability practices.

This unit applies to individuals who work under general supervision and exercise limited autonomy with some accountability for their own work. They identify and provide solutions to a limited range of predictable problems.

In addition to legal responsibilities, all units of competency dealing with animals in the AHC Training Package have the requirements for animals to be handled humanely to minimise stress and discomfort.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Livestock (LSK)

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare to work with livestock	1.1 Discuss work to be undertaken with supervisor and seek clarification where necessary 1.2 Discuss tasks with other workers who may be affected to ensure continued smooth operation of the process 1.3 Select and check tools and equipment suitable for the work to be undertaken and maintain if necessary 1.4 Select, use and maintain suitable personal protective equipment in line with work health and safety policies 1.5 Identify hazards and report to supervisor
2. Carry out livestock checks	2.1 Check livestock for signs of illness, injuries and abnormalities and report to supervisor 2.2 Use safe handling techniques while handling livestock 2.3 Carry out all husbandry and handling activities in line with enterprise animal welfare policies
3. Deal with livestock emergencies	3.1 Follow enterprise biosecurity policies where required 3.2 Recognise common signs of livestock injury or life threatening conditions and report to supervisor 3.3 Use basic emergency and livestock first aid procedures until professional help arrives 3.4 Report serious cuts and abrasions to livestock to the supervisor or veterinarian
4. Provide veterinary procedure support	4.1 Treat cuts, abrasions and bruises under instruction from the veterinarian or supervisor 4.2 Examine animals for signs of distress, injury, illness and abnormal behaviours after completing procedures and report to supervisor 4.3 Apply appropriate treatment as instructed by a supervisor or veterinarian

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to AHCLSK204A Carry out regular livestock observation

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AHCLSK204 Carry out regular livestock observation

Modification History

Release Number	TP Version	Comments
1	AHCv1.0	Initial release

Performance Evidence

The candidate must be assessed on their ability to integrate and apply the performance requirements of this unit in a workplace setting. Performance must be demonstrated consistently over time and in a suitable range of contexts.

The candidate must provide evidence that they can:

- identify hazards and follow safe operating procedures
- check livestock regularly
- handle livestock safely and humanely
- identify signs of ill health, injury and abnormality
- identify symptoms of ill health or injury
- deal efficiently and calmly with livestock emergencies
- complete basic livestock first aid procedures
- record and report serious issues or injuries.
- follow enterprise work health and safety policies
- follow enterprise animal welfare policies

Knowledge Evidence

The candidate must demonstrate knowledge of:

- range of ailments that may occur or affect livestock
- application of a range of basic treatments under veterinary supervision
- behaviour of the relevant species
- environmental controls and codes of practice applicable to the enterprise
- organisations livestock production and management plans
- relevant work health and safety legislative requirements
- relevant animal welfare and biosecurity legislation and codes of practice

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency is to be assessed in the work place or workplace and simulated environments that accurately reflect performance in a real workplace setting.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

© Commonwealth of Australia, 2025 Skills Insight

AHCLSK205 Handle livestock using basic techniques

Modification History

Release Number	TP Version	Comments
1	AHCv1.0	Initial release

Application

This unit of competency describes the skills and knowledge required to safely move, draft and control livestock using basic methods and procedures in an agricultural enterprise.

All work must be carried out to comply with workplace procedures, work health and safety, animal welfare and biosecurity legislation and codes of practice and sustainability practices.

This unit applies to individuals who work under general supervision and exercise limited autonomy with some accountability for their own work. They identify and provide solutions to a limited range of predictable problems.

In addition to legal responsibilities, all units of competency dealing with animals in the AHC Training Package have the requirements for animals to be handled humanely to minimise stress and discomfort.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Livestock (LSK)

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare to handle livestock	1.1 Confirm work plan with supervisor 1.2 Identify, prepare and maintain livestock handling areas, gates and access routes 1.3 Select, check and prepare handling equipment for use and report missing equipment, malfunctions and need for maintenance as required 1.4 Recognise hazards in the workplace and report safety concerns 1.5 Select appropriate personal protective equipment and ensure correct fit
2. Handle livestock	2.1 Locate and identify livestock for handling 2.2 Observe and anticipate behavioural characteristics of livestock and use appropriate handling methods 2.3 Move livestock to designated handling areas and carry out procedures to control, draft and sort livestock with due care and in line with enterprise animal welfare policies 2.4 Carry out restraint procedures safely and with minimum stress and discomfort to livestock and in line with enterprise animal welfare policies 2.5 Monitor and anticipate continually livestock behaviour during moving and drafting processes to ensure wellbeing of livestock and safety of handlers 2.6 Conduct or tally livestock numbers or livestock count of groups/mobs and record or report as required 2.7 Recognise and report environmental implications associated with livestock production
3. Complete handling procedure	3.1 Confirm livestock dispersal plan with supervisor as required 3.2 Prepare gates and access routes for livestock departure 3.3 Move livestock to designated areas safely and with minimal stress 3.4 Ensure adequate clean water and feed at destination as required 3.5 Clean and maintain handling areas and equipment and store surplus materials 3.6 Report handling area maintenance requirements and equipment faults or malfunctions 3.7 Dispose of livestock residues and waste in accordance with environmental practices 3.8 Record and report relevant information

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to AHCLSK205A Handle livestock using basic techniques

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AHCLSK205 Handle livestock using basic techniques

Modification History

Release Number	TP Version	Comments
1	AHCv1.0	Initial release

Performance Evidence

The candidate must be assessed on their ability to integrate and apply the performance requirements of this unit in a workplace setting. Performance must be demonstrated consistently over time and in a suitable range of contexts.

The candidate must provide evidence that they can:

- prepare handling areas, gates and access routes for livestock movement
- monitor and anticipate livestock behaviour
- recognise enterprise livestock identification systems
- identify and draft livestock during handling operations
- move and control livestock using low stress livestock handling techniques
- minimise undue stress and risk to livestock and handlers
- recognise livestock abnormalities
- assess, calculate and record livestock numbers
- control the environmental impacts associated with livestock production within the limitations of own responsibility
- follow enterprise work health and safety policies
- follow enterprise animal welfare policies

Knowledge Evidence

The candidate must demonstrate knowledge of:

- livestock behavioural characteristics and movement in handling areas
- components and functions of handling equipment
- handling techniques and restraint methods
- enterprise livestock identification systems
- environmental codes of practice with regard to livestock production
- regulatory controls with regard to handling livestock on public roads where required
- common livestock breeds

© Commonwealth of Australia, 2025 Skills Insight

- basic nutritional and welfare requirements
- range of common livestock abnormalities, illnesses and injuries and associated signs
- relevant work health and safety requirements
- relevant animal welfare and biosecurity legislation and codes of practice

Assessment Conditions

Competency is to be assessed in the work place or workplace and simulated environments that accurately reflect performance in a real workplace setting.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

© Commonwealth of Australia, 2025 Skills Insight

AHCLSK207 Load and unload livestock

Modification History

Release Number	TP Version	Comments
1	AHCv1.0	Initial release

Application

This unit of competency describes the skills and knowledge required to load and unload animals for transport.

All work must be carried out to comply with workplace procedures, work health and safety, animal welfare and biosecurity legislation and codes of practice and sustainability practices.

This unit applies to individuals who work under general supervision and exercise limited autonomy with some accountability for their own work. They identify and provide solutions to a limited range of predictable problems.

In addition to legal responsibilities, all units of competency dealing with animals in the AHC Training Package have the requirements for animals to be handled humanely to minimise stress and discomfort.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Livestock (LSK)

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Check facilities and equipment for sound working conditions	1.1 Identify facilities and equipment required for the task and confirm with supervisor 1.2 Prepare loading facilities and equipment according to enterprise procedures 1.3 Check the work site, facilities and equipment for hazards and operation, control risks where appropriate and report safety concerns to supervisor 1.4 Carry out or organise repairs and maintenance of facilities and equipment required for loading or unloading livestock where necessary 1.5 Select appropriate personal protective equipment and ensure correct fit
2. Load animals	2.1 Identify, muster, yard or secure animals using safe working methods in line with enterprise animal welfare policies 2.2 Inspect animals for signs of ill health, injury or abnormal behaviours and separate animals unsuitable for transport 2.3 Prepare animals for transport 2.4 Record identification details of animals and fit individual animal tags as required 2.5 Count, record and load livestock safely and with minimal stress to ensure no injury to co-workers or animals in line with enterprise animal welfare policies 2.6 Complete vendor declarations and any other required documentation
3. Unload animals	3.1 Unload livestock in a safe manner to ensure no injury to other workers or animals 3.2 Record numbers and individual identification details of livestock 3.3 Inspect livestock for signs of ill health, injury or abnormal behaviours and report to appropriate persons 3.4 Check documentation and reach agreement on condition of animals with the receiving or dispatching party where required
4. Perform appropriate animal health procedure	4.1 Sort stock, and separate distressed, injured or ill livestock if required 4.2 Undertake animal health treatments off truck if required 4.3 Feed and water animals as instructed 4.4 Apply enterprise biosecurity policies where required

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to AHCLSK207A Load and unload livestock

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AHCLSK207 Load and unload livestock

Modification History

Release Number	TP Version	Comments
1	AHCv1.0	Initial release

Performance Evidence

The candidate must be assessed on their ability to integrate and apply the performance requirements of this unit in a workplace setting. Performance must be demonstrated consistently over time and in a suitable range of contexts.

The candidate must provide evidence that they can:

- check loading facilities for correct operation and hazards to animals and workers
- sort livestock as required and separate unsuitable animals for transport
- load and unload livestock
- anticipate animal behaviour
- provide and maintain appropriate animal feed and water
- complete relevant documentation and affix individual tags if required
- monitor animal health and welfare
- read and interpret mustering, work and loading plans and maps
- calculate animal numbers to assess and calculate feed and water requirements
- follow relevant work health and safety requirements
- follow relevant biosecurity policies as required
- follow relevant animal welfare practices

Knowledge Evidence

The candidate must demonstrate knowledge of:

- animal handling and movement methods and techniques
- basic animal health and nutritional requirements
- animal herding and flocking behaviour
- techniques and uses of working dogs where appropriate
- types of animal health treatments that may be required
- common diseases and injuries in livestock
- common abnormal livestock behaviours

© Commonwealth of Australia, 2025 Skills Insight

- causes of livestock being unfit for transport
- legislative documentation requirements for livestock transport
- relevant work health and safety, biosecurity and animal welfare requirements

Assessment Conditions

Competency is to be assessed in the work place or workplace and simulated environments that accurately reflect performance in a real workplace setting.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

© Commonwealth of Australia, 2025 Skills Insight

AHCLSK212A Ride horses to carry out stock work

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit covers the process of performing basic horsemanship activities such as riding a horse for the first time and preparing a horse for work using basic methods and procedures and defines the standard required to: prepare horses for work; select and maintain equipment for riding; monitor and anticipate horse behaviour when riding; recognise and report hazards or movement problems for remedial action; care for saddlery and equipment.

Application of the Unit

Application of the unit	This unit applies to working under routine supervision within organisation guidelines.

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Not Applicable

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare horses for work	1.1. Occupational Health and Safety (OHS) hazards are continually identified when working with horses, risks are assessed and suitable controls implemented. 1.2. Equipment suitable for the work to be undertaken is selected, checked, and maintained if necessary. 1.3. Suitable personal protective equipment is selected, used and maintained. 1.4. Feeds are mixed and offered in the quality and quantities instructed by the manager. 1.5. Horses are groomed before and after work to ensure their coat condition and health are maintained. 1.6. Hoof care and cleaning is completed before working the horses, according to the organisations procedures. 1.7. Vices of horses are identified and corrective action is taken to maintain control of the horses. 1.8. Horse education is carried out in association with stock working routines.
2. Ride horses	2.1. Stock horses suitable for the task and rider ability are identified and selected. 2.2. Unhealthy or unsound horses are identified and reported to foreman or manager. 2.3. Selected horses are approached, caught and restrained as instructed. 2.4. Gear to manage and control the horse for the required work is selected and fitted. 2.5. OHS procedures are followed for working with and riding horses.

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.6. Horses are handled and restrained safely and within the organisation's and industry guidelines for animal health and welfare. 2.7. Livestock are checked, mustered and moved by horseback. 2.8. Educated horses are controlled and worked as an integral part of stock husbandry routines. 2.9. Horses are handled safely and within the organisations and industry guidelines for animal health and welfare.
3. Care for saddlery and equipment	3.1. Basic working gear to suit the individual horse is selected and fitted. 3.2. Working gear is cleaned and checked as a part of regular daily routines. 3.3. Working gear is maintained or repaired as required to ensure safe horse working conditions. 3.4. Working gear and saddlery is stored after use in line with organisation policy.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
• identify hazards and implement safe operating procedures • horse handling skills • ride horses • complete basic hoof care procedures • groom horses • care for saddlery and equipment • measuring quantities required for feed • use literacy skills to follow sequenced written instructions and record information accurately and legibly • use oral communication skills/language competence to fulfil the job role as specified by the organisation including questioning, active listening, asking for clarification and seeking advice from supervisor • use numeracy skills to estimate, calculate and record routine workplace measures

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• use interpersonal skills to relate to people from a range of social, cultural and ethnic backgrounds and with a range of physical and mental abilities.
Required knowledge
• horses and horse husbandry • horse riding and handling safety when riding • horse health, behaviour and psychology • anatomy and physiology of the horse • care and maintenance of hooves and the lower limbs • environmental controls and codes of practice applicable to the organisation • the organisation's livestock production and management plans • sound management practices and processes to minimise noise, odours and debris from the livestock operations • relevant legislation and regulations relating to waste and environment management, animal health and welfare • relevant OHS legislation, regulations and codes of practice.

Evidence Guide

EVIDENCE GUIDE	
The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	The evidence required to demonstrate competency in this unit must be relevant to workplace operations and satisfy holistically all of the requirements of the performance criteria and required skills and knowledge and include achievement of the following: • prepare horses for work • select and maintain equipment for riding • monitor and anticipate horse behaviour when riding • recognise and report hazards or movement problems for remedial action • care for saddlery and equipment.
Context of and specific resources for	Competency requires the application of work practices

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
assessment	under work conditions. Selection and use of resources for some worksites may differ due to the regional or enterprise circumstances.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole.	
Horses may include:	• those suitable for beginning riders and novice handlers, but can be of any type and breed used for riding work.

Unit Sector(s)

Unit sector	Livestock

Co-requisite units

Co-requisite units		

Competency field

Competency field	

© Commonwealth of Australia, 2025 Skills Insight

AHCLSK320 Coordinate and monitor livestock transport

Modification History

Release Number	TP Version	Comments
1	AHCv1.0	Initial release

Application

This unit of competency describes the skills and knowledge required to safely and efficiently transport livestock to a destination within specified timeframes.

Animal welfare and low stress stock handling principles and practices are to be observed at all times.

All work must be carried out to comply with workplace procedures, work health and safety, animal welfare and biosecurity legislation and codes of practice and sustainability practices.

This unit applies to individuals who work under broad direction and take responsibility for own work including limited responsibility for the work of others. They use discretion and judgement in the selection and use of available resources and complete routine activities.

All units of competency dealing with animals in the AHC Training Package have the requirements for animals to be handled humanely to minimise stress and discomfort.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Livestock (LSK)

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare for the transport of livestock	1.1 Check the transport directions and calculate load 1.2 Determine transport requirements and engage a suitable carrier 1.3 Identify required equipment and resources and move livestock to loading facility 1.4 Assemble and prepare livestock for transport 1.5 Identify existing and potential hazards and report to supervisor
2. Load livestock	2.1 Observe industry and enterprise work health and safety policies and procedures 2.2 Ensure documentation is signed by the relevant person and check that the required animal identification is in place 2.3 Obtain relevant permits and comply with movement restrictions where required 2.4 Record animal details and identification as required using technology where applicable 2.5 Load and secure prepared livestock in accordance with industry and enterprise animal welfare and work health and safety procedures and requirements
3. Monitor transport and unload livestock	3.1 Communicate with the carrier to ensure livestock are transported with minimal stress and discomfort according to animal welfare requirements 3.2 Ensure livestock are checked regularly throughout the journey and unloaded for feeding and watering appropriately 3.3 Unload livestock using appropriate equipment and facilities, such as National Livestock Identification System (NLIS) readers where applicable 3.4 Monitor livestock condition and welfare post transport and provide feed and water appropriately
4. Complete transportation operations	4.1 Clean, maintain and secure vehicle, equipment and facilities appropriately 4.2 Complete required records according to legislative and enterprise requirements

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to AHCLSK320A Coordinate and monitor livestock transport

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AHCLSK320 Coordinate and monitor livestock transport

Modification History

Release Number	TP Version	Comments
1	AHCv1.0	Initial release

Performance Evidence

The candidate must be assessed on their ability to integrate and apply the performance requirements of this unit in a workplace setting. Performance must be demonstrated consistently over time and in a suitable range of contexts.

The candidate must provide evidence that they can:

- identify hazards, assess risks and implement safe work procedures
- interpret transport plan requirements
- coordinate the transport of livestock
- safely, load livestock while maintaining load within specifications
- distribute animals on transport to prevent overcrowding and minimise risk of injury
- obtain relevant permits and comply with movement restrictions
- ensure documentation and livestock identification is in place
- ensure appropriate recording including use of technology where applicable
- safely unload livestock
- review health and condition of livestock after transit
- demonstrate safe and humane handling of livestock according to animal welfare codes of practice
- demonstrate safe and environmentally responsible workplace practices
- read and comprehend manufacturers specifications, work and maintenance plans, and Safety Data Sheets (SDSs)
- apply relevant work health and safety requirements
- apply relevant biosecurity and animal welfare practices

Knowledge Evidence

The candidate must demonstrate knowledge of:

- industry and legislative requirements for the transport of livestock
- model codes of practice for the welfare of animals Land transport (various species)

© Commonwealth of Australia, 2025 Skills Insight

- animal welfare, biosecurity and work health and safety legislative requirements
- environmental codes of practice with regard to vehicle operation and livestock transport
- market requirements in relation to the quality and condition of livestock
- process of sourcing and costing transportation alternatives
- livestock transport recording and documentation requirements
- enterprise policies with regard to the use of vehicles and equipment
- relevant documentation requirements and procedures

Assessment Conditions

Competency is to be assessed in the work place or workplace and simulated environments that accurately reflect performance in a real workplace setting.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

© Commonwealth of Australia, 2025 Skills Insight

AHCMOM202 Operate tractors

Modification History

Release	TP Version	Comment
1	AHCv1.0	Initial release

Application

This unit of competency describes the skills and knowledge required to operate tractors with and without attached equipment.

Working with tractors is an inherently dangerous activity. Individuals who work at this level must be thoroughly instructed in all work health and safety aspects of operating tractors. The tractor must also comply with relevant Australian standards for tractors.

All work must be carried out to comply with workplace procedures, work health and safety requirements, manufacturer's specifications and sustainability practices.

This unit applies to individuals who work under general supervision and exercise limited autonomy with some accountability for own work. They undertake defined activities and provide solutions to a limited range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Machinery operation and maintenance (MOM)

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare tractor for operation	1.1 Confirm the activity to be undertaken with supervisor, including identifying potential hazards and implementation of safe working procedures 1.2 Read the relevant machinery operation manual and observe manufacturer's instructions 1.3 Use and maintain personal protective equipment 1.4 Select and attach equipment required to carry out work 1.5 Conduct safety pre operational checks on both tractor and attached equipment and report faults or malfunctions for repair 1.6 Attach equipment and loads that do not exceed the weight limitations or change the dynamic stability of the tractor
2. Operate tractor	2.1 Recognise and control risks to self and others 2.2 Steer, manoeuvre and position tractor in a smooth and controlled manner 2.3 Operate tractor according to low risk operating procedures in a controlled manner and monitored for performance and efficiency 2.4 Undertake work in accordance with the agreed plan and within the operating capacities and manufacturer's specifications 2.5 Recognise and minimise environmental impacts associated with tractor operation
3. Complete and check tractor operation	3.1 Conduct shut-down procedures 3.2 Perform routine operational servicing and minor maintenance 3.3 Identify and report malfunctions, faults, irregular performance or damage 3.4 Clean, decontaminate, secure and store tractor and attached equipment 3.5 Apply enterprise biosecurity policies where required 3.6 Maintain tractor and equipment use records

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

An induction process for the use of the tractor must be followed, including reading and observing the manufacturer's manual when using a different tractor or on a different property.

Assessments must be conducted on candidates performing a range of activities, using a range of attachments and implements, in a range of surface and terrain conditions.

Unit Mapping Information

This unit is equivalent to AHCMOM202A Operate tractors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AHCMOM202 Operate tractors

Modification History

Release	TP Version	Comment
1	AHCv1.0	Initial release

Performance Evidence

The candidate must be observed operating a tractor with a range of attached equipment and implements, in a range of surface and terrain conditions.

The candidate must be assessed on their ability to integrate and apply the performance requirements of this unit in a workplace setting. Performance must be demonstrated consistently over time and in a suitable range of contexts.

The candidate must provide evidence that they can:

- identify hazards and implement safe operating procedures
- carry out pre-operational checks and maintenance including tagging defects
- set and secure attachments according to manufacturer's directions
- steer, manoeuvre and position the tractor in a safe and controlled manner
- utilise the various components and controls of the tractor
- secure, adjust and calibrate attachments and implements for operation
- operate tractors in a range of surface and terrain conditions, with and without attachments and implements
- carry out shut down procedures
- minimise environmental impacts associated with tractor operation
- follow enterprise work health and safety policies
- follow enterprise biosecurity protocols where required

Knowledge Evidence

The candidate must demonstrate knowledge of:

- tractor components, controls and features and operational functions
- tractor operators manuals
- tractor steering systems and features
- features and operational functions and procedures of attachments and implements

© Commonwealth of Australia, 2025 Skills Insight

- load limits and the principles of weight distribution with regard to load shifting and tractor movement
- distinguishing characteristics of individual tractors including rated performance capacities
- effects of various surface and difficult terrain conditions on tractor operation
- duty of care to self, others and the environment
- relevant legislation with regard to machinery operation and licensing requirements environmental Codes of Practice with regard to machinery operation
- enterprise work health and safety requirements to operate a tractor safely
- enterprise biosecurity procedures

Assessment Conditions

Competency is to be assessed in the workplace or simulated environment that accurately reflects performance in a real workplace setting. All evidence collected must meet minimum requirements including industry standard timeframes for performance of tasks.

Assessment should take place in a range of surface and terrain conditions, including adverse conditions.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

© Commonwealth of Australia, 2025 Skills Insight

AHCMOM212 Operate quad bikes

Modification History

Release	TP Version	Comment
1	AHCv1.0	Initial release

Application

This unit of competency describes the skills and knowledge required to operate and maintain quad bikes as well as load and unload them onto trailers or other vehicles used for their transport.

All work must be carried out to comply with workplace procedures, work health and safety requirements manufacturer's specifications and operator manuals and sustainability practices.

Working with quad bikes is an inherently dangerous activity. Individuals who work at this level must be thoroughly instructed in all work health and safety aspects of operating quad bikes.

This unit applies to individuals who work under general supervision and exercise limited autonomy with some accountability for own work. They undertake defined activities and provide solutions to a limited range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Machinery operation and maintenance (MOM)

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare a quad bike for operation	1.1 Confirm the activity to be undertaken with supervisor, including potential hazards and implementation of safe working procedures 1.2 Select, fit correctly, use and maintain personal protective equipment including helmets 1.3 Conduct safety pre operational checks on quad bike and report faults or malfunctions for repair 1.4 Identify safe work areas and applications (loads and attachments) from workplace safety plan and operators manual 1.5 Unload quad bike safely from the trailer or transportation device
2. Operate a quad bike	2.1 Recognise and control risks to self and others 2.2 Steer, manoeuvre, position and stop quad bike in a smooth and controlled manner 2.3 Apply hand-eye coordination and transfer of body weight appropriately (active riding) to maintain bike stability 2.4 Identify and avoid riding surfaces, terrains and slopes that are dangerous to safe operation 2.5 Identify environmental implications associated with machinery operation and minimise impact 2.6 Identify and account for biosecurity implications associated with machinery operation
3. Complete and check quad bike operation	3.1 Conduct shut-down procedures 3.2 Perform routine operational servicing and minor maintenance 3.3 Identify and report malfunctions, faults, irregular performance or damage 3.4 Clean, secure and store quad bike 3.5 Follow wash-down procedures in line with biosecurity guidelines where required 3.6 Maintain quad bike use records for servicing purposes 3.7 Load and secure quad bike safely

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

No passengers, no riders under 16 years of age, no towing, helmets must be worn at all times.

Candidates must NOT be under the influence of any alcohol or drugs. Candidates must NOT be taking any medication (prescribed or otherwise) that may impair judgement.

Unit Mapping Information

This unit is equivalent to AHCMOM212A Operate quad bikes.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AHCMOM212 Operate quad bikes

Modification History

Release	TP Version	Comment
1	AHCv1.0	Initial release

Performance Evidence

The candidate must be observed operating a quad bike using safe work procedures.

The candidate must be assessed on their ability to integrate and apply the performance requirements of this unit in a workplace setting. Performance must be demonstrated consistently over time and in a suitable range of contexts.

The candidate must provide evidence that they can:

- identify hazards and risks associated with quad bike use
- identify safe work areas
- select, fit correctly, use and maintain personal protective equipment including helmets
- operate quad bikes in a range of riding surface conditions and terrain conditions
- steer, manoeuvre, position and stop the quad bike in a smooth and controlled manner
- apply hand-eye coordination and correctly transfer body weight (active riding) to maintain bike stability including riding on uneven or steep terrain
- follow enterprise work health and safety procedures
- unload and load quad bike safely
- follow wash-down procedures in line with biosecurity guidelines

Knowledge Evidence

The candidate must demonstrate knowledge of:

- hazards and risks associated with quad bike use
- components, controls and features of quad bikes and their functions
- a range of quad bikes and functional applications
- operating principles and operating methods of quad bikes
- manufacturer’s instructions, including but not exclusive to the operating manual
- load limits and the principles of weight distribution with regard to load shifting and bike movement including riding on uneven or steep terrain
- loading and unloading safely from a trailer or other transportation device

© Commonwealth of Australia, 2025 Skills Insight

- effects of different riding surfaces and terrain conditions on the operation of quad bikes

Assessment Conditions

Competency is to be assessed in the workplace or simulated environment that accurately reflects performance in a real workplace setting. All evidence collected must meet minimum requirements including industry standard timeframes for performance of tasks.

Assessment must be conducted in a range of riding surface conditions and in a range of terrains appropriate for the safe use of quad bikes.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72

© Commonwealth of Australia, 2025 Skills Insight

AMPA2000 Prepare animals for slaughter

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to manage and handle animals in lairage prior to slaughter.

This unit is applicable to stock handlers in a slaughtering establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Manage animals in lairage	1.1 Receive animals into lairage according to workplace requirements 1.2 Handle animals in lairage to minimise stress and according to workplace requirements 1.3 Deal with animal welfare issues in relation to the handling of animals in lairage according to regulatory and workplace requirements 1.4 Provide food and water according to workplace requirements 1.5 Maintain records of all livestock movements on plant according to workplace requirements 1.6 Handle animals according to workplace health and safety requirements 1.7 Maintain good housekeeping in yards 1.8 Report maintenance issues according to workplace requirements
2. Present animals for slaughter	2.1 Select animals for slaughter according to product specifications and workplace requirements 2.2 Prepare animals for slaughter at a rate to maintain productivity according to workplace requirements 2.3 Present animals for slaughter in a suitable condition to maintain the standards of product 2.4 Present animals for slaughter according to workplace, animal welfare, regulatory and workplace health and safety requirements
3. Maintain flow and order of animals	3.1 Make animals available to meet start-up times and chain speed requirements 3.2 Maintain flow and order of animals according to start-up times and chain speed requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2002C Prepare animals for slaughter.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2000 Prepare animals for slaughter

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must manage and handle animals in lairage prior to slaughter.

The candidate must:

- plan and maintain the flow and order of animals to meet production requirements
- ensure mob or lot separation and comply with regulatory or importing country's requirements
- utilise stock identification systems accurately and comply with regulatory requirements related to the identification of stock
- follow workplace recordkeeping procedures for receival of animals
- keep accurate stock receival records
- move stock around pens and lairage in accordance with workplace requirements
- comply with animal welfare requirements for animals kept in lairage
- deal with sick and injured stock in accordance with workplace and regulatory requirements
- check condition of yards and report maintenance requirements
- work cooperatively with other stock handlers
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- fulfil workplace health and safety requirements for handling stock in lairage

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace Standard Operating Procedures (SOPs) and work instructions for animal handling
- animal welfare requirements
- regulatory and workplace requirements

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated when meeting the demands of moving stock to supply normal production requirements. Assessment must be undertaken in an operating abattoir.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2001 Feed race

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to move animals along a race and into the slaughter floor.

This unit is applicable to workers responsible for feeding stock from pens to the slaughter floor at abattoirs and knackeries.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Feed race	1.1 Feed animals into race effectively and humanely in accordance with workplace and regulatory requirements 1.2 Use goads in accordance with workplace requirements 1.3 Comply with workplace health and safety requirements 1.4 Identify and meet animal welfare requirements 1.5 Segregate stock in accordance with work instructions 1.6 Identify and comply with requirements for mob separation

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2004B Feed race.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2001 Feed race

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must move animals along a race and into the slaughter floor.

The candidate must:

- feed the race to maintain production requirements
- feed the race without causing undue stress to the animals
- maintain segregation according to workplace requirements
- maintain the flow of animals to meet production requirements
- use goads in accordance with work instructions, workplace health and safety and animal welfare requirements
- restrain the animal to workplace and workplace health and safety requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- cooperate and communicate with other stock handlers to move stock

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- animal welfare requirements
- correct use of goads
- regulatory requirements for segregation
- required segregation of animals
- Standard Operating Procedures (SOPs) and work instructions relevant to feeding the race
- workplace requirements related to feeding the race and the reasons for these requirements
- characteristics of breeds, sex and age of animals as they relate to work duties

Assessment Conditions

Competency must be demonstrated while complying with workplace and regulatory requirements and at normal production speed at the plant. Assessment must be conducted at an operating abattoir.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2002 Restrain animal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to restrain animals prior to stunning.

This unit is applicable to workers in an abattoir responsible for operating restrainers such as knocking boxes and V belt restrainers.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Restrain animal	1.1 Restrain animal to workplace requirements 1.2 Identify and comply with animal welfare requirements 1.3 Monitor operation of mechanical restraints in accordance with workplace requirements 1.4 Meet workplace health and safety requirements when restraining animal

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2005B Restrain animal.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2002 Restrain animal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must restrain animals prior to stunning.

The candidate must:

- maintain segregation according to workplace requirements
- maintain the flow of animals to meet production requirements
- restrain animals to maintain production requirements
- restrain stock without causing undue stress to the animals
- restrain the animal to workplace health and safety requirements
- use goads, where applicable, in accordance with work instructions, health and safety, and animal welfare regulations
- apply relevant communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- cooperate and communicate effectively with other workers
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- animal welfare requirements
- correct use of goads
- regulatory requirements for segregation
- relevant animal welfare regulatory requirements
- the impact of stress and injury on meat quality
- the relevant Standard Operating Procedures (SOPs) and work instructions
- the required segregation of animals
- the workplace and health and safety requirements related to restraining animals and the reasons for these requirements
- characteristics of breeds, sex and age of animals as they relate to work duties

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated at an operating abattoir at normal chain speed and while complying with animal welfare requirements.

As a minimum, the following three forms of assessment must be used:

- workplace demonstration
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2003 Perform emergency kill

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to kill sick or injured stock in lairage under the direction of an authorised Department of Agriculture officer or other person with appropriate company or regulatory authority.

This unit is applicable to stock handlers who are responsible for killing sick and injured livestock at abattoirs while they are still in pens or holding areas.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

Where firearms are used to perform emergency kills the unit must only be undertaken by individuals already holding a current firearms licence.

No other occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify stock requiring emergency slaughter	1.1 Identify emergency circumstances requiring stock to be killed in lairage 1.2 Identify persons with the authority to order an emergency kill 1.3 Correctly identify stock requiring emergency kill arrangements according to workplace, animal welfare and regulatory requirements
2. Perform emergency kill	2.1 Isolate stock requiring emergency kill arrangements according to workplace and regulatory requirements 2.2 Perform emergency kill according to workplace health and safety requirements 2.3 Perform emergency kill according to workplace and regulatory requirements 2.4 Complete necessary documentation according to workplace requirements 2.5 Complete arrangements for removal of carcase according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2007B Perform emergency kill.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2003 Perform emergency kill

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must kill sick or injured stock in lairage under the direction of an authorised Department of Agriculture officer or other person with appropriate company or regulatory authority.

The candidate must:

- identify animals requiring emergency kill
- comply with the regulatory and company requirements for the isolation of the identified animal, the performance of the emergency kill and disposal of the carcase
- perform emergency kills safely and humanely in accordance within company and regulatory requirements
- make arrangements for the disposal of the carcase according to workplace and regulatory requirements
- follow the regulatory and company requirements for the authorisation and documentation of emergency kills
- apply relevant communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- complete relevant documentation

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- the regulatory and company requirements for the authorisation and documentation of emergency kills
- the relevant animal welfare, workplace and regulatory requirements covering emergency kills
- regulatory and company requirements for the isolation of the identified animal, the performance of the emergency kill and disposal of the carcase

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Emergency kills must be demonstrated as a normal part of the duties of the individual handling stock.

This unit must be assessed at an operating abattoir.

As a minimum the following three forms of assessment must be used:

- workplace demonstration
- quiz of underpinning knowledge
- workplace referee report or verified work log or diary

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2004 Assess, purchase and transport calves

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to humanely, hygienically and safely assess, purchase and transport young (bobby) calves.

This unit is applicable to operators who pick up young calves at dairy farms and transport them to processing works and depots for consolidating orders.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Inspect calves available for collection from farms	1.1 Check calves to meet specifications for transport and slaughter 1.2 Check calves to meet regulatory requirements 1.3 Identify and reject calves not suitable for transport or slaughter, where necessary 1.4 Explain reasons for rejecting calves to farmers (where necessary)
2. Weigh and load young calves, where applicable	2.1 Lift calves safely and humanely onto scales 2.2 Load calves safely onto truck or trailer 2.3 Record weights 2.4 Identify and minimise workplace health and safety risks when loading calves
3. Prepare paperwork associated with purchase of young calves	3.1 Complete National Livestock Identification System (NLIS) and National Vendor Declaration (NVD) requirements for calves to be transported 3.2 Prepare paperwork in accordance with company and regulatory requirements
4. Transport young calves	4.1 Plan collection trips to meet company and regulatory requirements 4.2 Transport calves in accordance with company and regulatory requirements 4.3 Monitor calves in transport in accordance with company and regulatory requirements 4.4 Take appropriate action to manage sick or injured calves
5. Unload calves	5.1 Unload calves safely and humanely according to company and regulatory requirements 5.2 Complete and present required paperwork

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2008A Assess, purchase and transport calves.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2004 Assess, purchase and transport calves

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must humanely, hygienically and safely assess, purchase and transport young (bobby) calves.

The candidate must:

- identify calves fit for transport and processing
- communicate to explain reasons for refusing selection of calves
- load, transport and unload bobby calves humanely, safely and hygienically
- accurately complete relevant paperwork
- plan pick up runs to meet regulatory and company requirements for time off feed
- identify and observe workplace health and safety requirements when handling calves
- read and interpret relevant workplace documents
- share information
- manage time and priorities

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- relevant company and regulatory requirements
- relevant calf behaviour
- animal welfare issues associated with handling and transporting young calves
- relevant paperwork for purchasing
- record keeping requirements
- NLIS requirements

Assessment Conditions

Competencies for handling, loading, transport and unloading of calves must be demonstrated using live animals. Assessment must be conducted under normal operating conditions.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- workplace demonstration
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2005 Unload livestock

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to unload animals from transport. It requires a working knowledge of animal handling techniques and associated facilities and equipment. The work is likely to be carried out under routine supervision within enterprise guidelines.

This unit is applicable to those responsible for unloading stock from transport at abattoirs.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations, in particular legislative requirements with regard to animal welfare.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Check facilities and equipment	1.1 Identify required facilities and equipment 1.2 Check the work site, facilities and equipment for hazards 1.3 Carry out or report (as appropriate) repairs and maintenance of facilities and equipment required for the unloading of livestock 1.4 Use and store Personal Protective Equipment (PPE) and clothing
2. Unload animals	2.1 Unload animals in a safe manner to comply with animal welfare, company and regulatory requirements 2.2 Identify, count and record livestock according to enterprise procedures 2.3 Maintain workplace records according to workplace and regulatory requirements 2.4 Complete documentation according to regulatory and transporter requirements 2.5 Reach agreement on condition of animals with the transporter
3. Perform appropriate animal health procedures	3.1 Sort stock, if required, with sick or injured stock segregated according to workplace and regulatory requirements 3.2 Perform animal health treatments off truck as instructed 3.3 Feed and water animals to enterprise requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2009B Unload livestock.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2005 Unload livestock

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must unload animals from transport demonstrating a working knowledge of animal handling techniques and associated facilities and equipment.

The candidate must:

- safely and humanely unload animals in a calm and controlled manner
- anticipate animal behaviour
- provide and maintain appropriate animal health and nutritional requirements
- prepare equipment and working dogs (when used) for handling animals
- monitor animal behaviour and recognise irregularities
- provide due care and handle animals safely and humanely
- use goads (where applicable), in accordance with work instructions, workplace health and safety, and animal welfare requirements
- calculate animal numbers and assess and calculate feed and water requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- cooperate and communicate with others to facilitate unloading stock
- comply with relevant workplace health and safety and animal welfare legislative requirements
- work effectively with others to facilitate unloading of stock

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- animal basic health and nutritional requirements
- animal herding and flocking behaviour
- working dogs' uses and handling techniques (where appropriate)
- animal handling and movement methods and techniques
- animal welfare standards
- Standard Operation Procedures (SOPs) and work instruction relevant to unloading stock

© Commonwealth of Australia, 2025 Skills Insight

- relevant workplace health and safety and animal welfare legislative requirements

Assessment Conditions

Evidence must also be demonstrated in the employment of safe workplace and positive environmental practices.

Assessment must occur in the workplace under normal production conditions.

As a minimum the following three forms of assessment must be used:

- workplace demonstration
- quiz of underpinning knowledge
- workplace referee or third- party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2006 Apply animal welfare and handling requirements

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to identify animal welfare issues and comply with the necessary requirements when handing animals. The requirements include all workplace and regulatory requirements for humane handling.

This unit is applicable to all personnel responsible for handling livestock.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations, in particular legislative requirements related to animal welfare.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Identify and explain animal handling practices	1.1 Identify work instructions and work practices for the welfare and handling of animals 1.2 Identify the impact on the quality of meat of stressing and/or injuring animals 1.3 Identify defects in meat quality resulting from poor handling techniques of live animals
2. Identify and explain animal welfare requirements	2.1 Identify risks to animals being handled 2.2 Identify and explain workplace and regulatory requirements for handling animals humanely 2.3 Identify and explain relevant sections of the applicable Animal Welfare Standard and relevant legislation
3. Identify and explain workplace health and safety requirements for handling animals safely	3.1 Identify risks associated with handling animals 3.2 Identify workplace health and safety requirements associated with handling animals
4. Identify and explain livestock identification procedures	4.1 Identify individual animal identification procedures, where appropriate, according to workplace, WHS and regulatory requirements 4.2 Explain the purpose of individual mob and lot identification 4.3 Identify lots according to workplace requirements 4.4 Explain the consequences of incorrect lot identification
5. Identify and explain requirements for dealing with sick and injured stock	5.1 Explain workplace and regulatory requirements 5.2 Describe humane destruction (euthanasing) arrangements
6. Apply animal welfare and handling techniques	6.1 Handle animals in a way that complies with workplace requirements and minimises stress 6.2 Maintain flow of stock to meet processing requirements 6.3 Handle animals safely in accordance with workplace and WHS requirements 6.4 Handle sick and injured stock in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2010A Apply animal welfare and handling requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2006 Apply animal welfare and handling requirements

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must identify animal welfare issues and comply with the necessary requirements when handing animals.

The candidate must:

- identify sick or injured animals
- identify out-of-specification animals
- accurately complete records of livestock movement
- communicate effectively and appropriately with fellow workers (e.g. to exchange information with stockperson)
- identify signs and causes of stress in animals
- comply with workplace procedures and requirements for handling livestock and minimising livestock stress
- maintain flow of livestock with minimal livestock stress
- identify the relevant sections of the animal welfare standard and code
- identify relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace procedures for receival and/or dispatch of animals
- workplace requirements for maintaining flow and order of animals
- impact of stress and injury on the animal
- impact of stress and injury on product quality, including carcases, hides and skins
- stock identification systems including National Livestock Identification System (NLIS)
- lot identification of stock and its importance with regard to trace back
- workplace health and safety hazards of handling stock
- feed and water requirements where relevant
- the relevant sections of the animal welfare standard and code

© Commonwealth of Australia, 2025 Skills Insight

- relevant work instructions and Standard Operating Procedures (SOPs) associated with tasks undertaken
- customer and community expectations
- workplace and regulatory requirements

Assessment Conditions

Competency must be demonstrated utilising the most current legislation and codes.

Assessment must involve some practical demonstration of competency in the relevant workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2007 Identify animals using electronic systems

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required for the identification of animals using electronic systems.

This unit is applicable to workers in stockyards, saleyards and slaughter floors where livestock or carcases are identified using electronic readers for stock ear tags or boluses.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
outcomes.	demonstrate achievement of the element.
1. Identify animals using electronic systems	1.1 Identify and meet the regulatory requirements for electronic identification of individual animals 1.2 Identify and follow start-up procedures for electronic readers 1.3 Operate the identification and recording system according to work instructions (incorporating tail tag data where appropriate) 1.4 Identify animals electronically by scanning stock to workplace requirements 1.5 Explain and identify sources of errors in identification and/or malfunction of the system 1.6 Explain consequences of incorrect identification of animals
2. Maintain, clean and monitor electronic identification system	2.1 Undertake routine maintenance, cleaning and monitoring according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2011C Identify animals using electronic systems.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2007 Identify animals using electronic systems

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must identify animals using electronic systems.

The candidate must:

- complete start-up procedures for electronic readers and recordings
- identify the steps in animal identification
- scan stock electronically in yards and pens (where applicable)
- operate the identification and recording system according to work instructions
- identify the sources of errors in identification and/or malfunction of the system
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant workplace health and safety, and regulatory requirements
- undertake routine maintenance, cleaning and monitoring according to workplace requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- the consequences of incorrect identification of animals
- the National Livestock Identification System (NLIS)
- the reasons for animal identification
- relevant workplace health and safety, and regulatory requirements
- animal identification requirements

Assessment Conditions

Competency must be demonstrated at normal rates of production.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2008 Shackle animal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to shackle and hang an animal on a processing rail after stunning.

This unit is applicable to shackling any species either by the front or hind legs either before or after sticking.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Shackle animal	1.1 Shackle animal in accordance with workplace and workplace health and safety requirements 1.2 Check animal for consciousness (where part of the work instruction) 1.3 Hang animal at a height and rate suitable for next operator 1.4 Where applicable, use a hoist according to workplace requirements 1.5 Check equipment for faults in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2012C Shackle animal.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2008 Shackle animal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must shackle and hang an animal on a processing rail after stunning.

The candidate must:

- check all equipment for faults to allow safe operation of shackling equipment
- identify defects in shackling gear and equipment
- shackle an animal according to workplace and workplace health and safety requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- take corrective action immediately if animals are ineffectively stunned
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements related to the shackling of animals
- the consequences of incorrect shackling of animals
- relevant regulatory requirements
- work instructions related to shackling animals

Assessment Conditions

This unit must be assessed on a working chain and at normal production speed.

The candidate must be competent at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2009 Operate electrical stimulator

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate manual carcase stimulation equipment or monitor automatic carcase stimulation equipment.

The unit is applicable to slaughter floor operatives responsible for the operation or monitoring of manual or automatic carcase stimulators.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Conduct pre-operational check of stimulation equipment	1.1 Regularly check electrical stimulation unit to ensure it is in good working order 1.2 Maintain equipment by cleaning electrodes (where applicable) 1.3 Replace circuit boards or cards if a fault develops (where this forms part of operator's work instructions)
2. Follow effective electrical stimulation procedures	2.1 Apply electrical stimulation within the required time after stunning 2.2 Ensure constant contact with electrodes during stimulation 2.3 Identify and meet workplace health and safety requirements 2.4 Run stimulation to its full time in accordance with the workplace or manufacturer's specifications for the type of stimulation equipment 2.5 When using the nasal or rail methods, maintain the carcase contact with the rubbing bar during electrical stimulation to ensure stimulation is effective 2.6 Prevent loss of voltage by keeping carcases separated during stimulation 2.7 Check and maintain peak voltage levels to ensure effective stimulation 2.8 Stimulate carcase in accordance with workplace requirements
3. Check for ineffective stimulation	3.1 Check electrical stimulation unit regularly to ensure that current is maintained to specified level, stimulation is applied within specified time limits after stunning, and duration of stimulation meets workplace requirements 3.2 Check electrodes to ensure they are attached during stimulation

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2013C Operate electrical stimulator.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2009 Operate electrical stimulator

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must consistently operate an electrical stimulator in the workplace during production.

The candidate must:

- conduct pre-operational checks
- conduct effective electrical stimulation of carcases according to workplace requirements
- stimulate carcases within the correct time after stunning
- ensure correct voltage levels are used as well as minimum and maximum stimulation times
- check for ineffective stimulation
- keep stimulation units well maintained and in good working order
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- comply with the workplace health and safety requirements for operating electrical stimulation equipment
- apply relevant regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- the basic operations of the stimulator
- the benefits of effective stimulation
- the purpose of electrically stimulating a carcase
- events which would indicate that the stimulation is ineffective
- the relevant work instruction
- relevant regulatory and workplace requirements
- workplace health and safety requirements

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated in the workplace at normal chain speed.

Assessment must be conducted in the workplace under normal production conditions.

The following three forms of assessment must be used:

- demonstration in the workplace or simulated environment
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2010 Remove head

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove the head manually and with the aid of mechanical cutters. This unit may also be used to cover the competencies required to monitor and perform routine maintenance on automated head removing machinery.

This unit is applicable to workers in a slaughter floor, knackery or wild game processing establishments where heads are removed mechanically or manually.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Remove the head	1.1. Sever head at the base of the jaw (i.e. the atlanto-occipital joint) 1.2 Remove head in accordance with work instructions including, where relevant, compliance with Specified Risk Material (SRM) requirements 1.3 Remove head according to workplace health and safety requirements 1.4 Forward head for further processing, or disposed of, according to workplace requirements 1.5 Prepare, operate and maintain machinery for removal of head in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2014C Remove head.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2010 Remove head

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove the head either manually and with the aid of mechanical cutters.

The candidate must:

- use correct cutting lines for removing head
- remove head in accordance with work instructions
- use safe and hygienic practices to remove head
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory requirements
- comply with workplace health and safety requirements related to removing head

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- basic anatomy of muscles, bones and joints of head for relevant species
- cutting lines for removing head
- how and when problems with equipment are reported
- the work instruction for removing heads
- relevant regulatory requirements
- potential contamination and cross-contamination associated with removing head
- issues associated with SRM material

Assessment Conditions

Competency must be demonstrated at normal chain speed.

Assessment of skills must take place during production time.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2011 Cut hocks

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to cut off front legs, back legs or dew claws manually and with the aid of mechanical cutters.

This unit is applicable to workers on a slaughter floor, knackery or wild game processing establishment who are required to cut hocks or dew claws.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Cut hocks	1.1 Cut hock according to work instructions 1.2 Cut hock according to Quality Assurance (QA) requirements 1.3 Dispose of off-cuts in accordance with workplace requirements 1.4 Operate hock cutting equipment in accordance with workplace health and safety requirements and work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2015C Cut hocks.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2011 Cut hocks

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must cut off front legs, back legs or dew claws manually and with the aid of mechanical cutters.

The candidate must:

- demonstrate safe and hygienic use of tools and equipment
- dispose of off-cuts in accordance with work instructions
- recognise and report equipment difficulties
- keep work area neat and tidy
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- potential contamination and cross-contamination
- relevant work instructions
- relevant regulatory requirements
- the basic anatomy of legs from relevant joints

Assessment Conditions

Assessment must be conducted in the workplace under normal production conditions.

Competency must be demonstrated at the normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2012 Mark brisket

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to score or mark the brisket prior to the brisket being cut, to allow evisceration of the carcase.

This unit is applicable to workers from a slaughter floor, knackery or wild game processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Mark brisket	1.1 Mark brisket according to work instructions 1.2 Identify and manage sources of contamination and cross-contamination according to workplace requirements 1.3 Identify and comply with workplace health and safety requirements for working in and around the evisceration area 1.4 Explain and comply with Quality Assurance (QA) requirements for scoring and marking the brisket

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2016C Mark brisket.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2012 Mark brisket

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must score or mark the brisket prior to the brisket being cut, to allow evisceration of the carcase.

The candidate must:

- mark the brisket in accordance with work instructions
- comply with workplace health and safety requirements for marking the brisket
- apply relevant workplace and regulatory requirements
- apply the workplace health and safety requirements for working in the evisceration area

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- the purpose and importance of marking the brisket in accordance with work instructions
- possible sources of contamination and cross-contamination while marking the brisket and how these are avoided
- relevant work instructions
- relevant regulatory and workplace requirements
- workplace health and safety requirements for working in the evisceration area

Assessment Conditions

Assessment must occur in the workplace under normal conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2013 Complete changeover operation

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to re-position carcases on a processing chain.

This unit is applicable to abattoirs, wild game processing establishments and knackeries.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Re-position carcase	1.1 Complete changeover in accordance with workplace requirements 1.2 Complete changeover in accordance with workplace health and safety requirements 1.3 Store or dispose of gambrels, spreaders and slides, when used, according to workplace requirements 1.4 Check equipment for defects (when this forms part of work instructions)

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2018C Complete changeover operation.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2013 Complete changeover operation

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must re-position carcases on a processing chain.

The candidate must:

- complete changeover in accordance with work instructions
- complete changeover operation to workplace health and safety requirements
- treat iron work such as gambrels, spreaders and rollers in accordance with workplace requirements
- identify relevant defects in iron work (e.g. spreader, rollers), if used
- use correct manual handling techniques for changeover operation
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements including manual handling procedures associated with changeover
- the consequences of incorrectly re-positioning the carcase on the chain
- work instructions for the changeover operation
- relevant regulatory requirements
- appropriate reporting procedures for defects

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at chain speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2014 Trim pig pre evisceration

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to trim pig carcases prior to evisceration.

This unit is applicable to abattoirs and game processing plants.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Remove hair, ears, eyelids and snout	1.1 Correctly shave carcase and remove ears, eyelids and snout according to workplace requirements 1.2 Undertake work in accordance with workplace health and safety requirements 1.3 Remove ears, eyelids and snout without contamination or cross-contamination in accordance with hygiene and sanitation requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2020C Trim pig pre-evisceration.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2014 Trim pig pre evisceration

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must trim pig carcases prior to evisceration.

The candidate must:

- shave and remove ears, eyelids, snout and trotters in accordance with workplace and workplace health and safety requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- the purpose of a pre-evisceration trim
- the quality implications of an incorrect trim
- the work instruction for the pre-evisceration trim
- relevant regulatory requirements
- possible sources of contamination and cross-contamination and methods used to avoid these situations

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at chain speed.

As minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2015 Number carcase and head

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to number carcases, heads and where applicable hides and viscera to allow correlation for inspection and Quality Assurance (QA) processes.

This unit is applicable to workers on the slaughter floor.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Correlate heads and carcases by numbering	1.1 Correlate heads, carcases and where applicable hides and viscera by numbering in accordance with workplace and regulatory requirements 1.2 Number heads and carcases according to workplace health and safety requirements 1.3 Identify and manage potential sources of contamination according to workplace requirements 1.4 Number hides where part of the task

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2021C Number carcase and head.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2015 Number carcase and head

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must number carcases and heads to allow correlation for inspection and Quality Assurance (QA) processes.

The candidate must:

- number heads and carcases in accordance with work instructions
- apply mathematical operations to a level required for accurate numbering

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene practices for minimising contamination
- the reasons for correlating heads and carcases
- the consequences of incorrect correlation of heads and carcases
- the work instruction for numbering carcases and heads
- potential sources of contamination and cross-contamination

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2016 Punch pelts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to either manually or mechanically clear the pelt on the flanks prior to pelt pulling.

This unit is applicable to abattoirs, knackeries and wild game processing establishments.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Free pelt from the flanks of the carcase	1.1 Punch and open pelt in accordance with workplace requirements. 1.2 Follow hygiene and sanitation procedures in accordance with workplace requirements. 1.3 Open pelt according to workplace health and safety requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2022C Punch pelts.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2016 Punch pelts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must either manually or mechanically clear the pelt on the flanks prior to pelt pulling.

The candidate must:

- free pelt to required extent
- punch pelt in accordance with work instructions
- follow workplace health and safety, and hygiene and sanitation requirements related to freeing the pelt
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene and sanitation requirements related to pelt punching
- the purpose of punching
- work instruction for punching pelts
- relevant regulatory requirements
- the consequences of not clearing the pelt to the required extent
- work instructions related to operation of pelt punchers (where used)

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2017 Remove brisket wool

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to clear the brisket area either mechanically or manually.

This unit is applicable to slaughter floors and knackeries where brisket wool is removed manually.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Skin brisket	1.1 Clear brisket in accordance with workplace requirements 1.2 Clear brisket in accordance with workplace health and safety requirements 1.3 Clear brisket in accordance with hygiene and sanitation requirements 1.4 Remove pelt cleanly without damage to the carcase 1.5 Remove brisket piece without contamination of carcase 1.6 Dispose of waste pelt in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2023C Remove brisket wool.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2017 Remove brisket wool

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must clear the brisket area mechanically and manually.

The candidate must:

- clear the brisket area in accordance with work instructions, hygiene and sanitation and workplace health and safety requirements
- remove pelt cleanly without damage to the carcase
- remove brisket piece without contamination of carcase
- maintain brisket rollers (where used)
- dispose of waste in accordance with workplace requirements
- keep work area clean and tidy
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- the maintenance requirements for brisket rollers
- the workplace health and safety hazards associated with the brisket roller
- the purpose of the brisket roller
- the results of contamination and workplace requirements for reporting contamination
- the workplace requirements associated with clearing the brisket
- relevant regulatory requirements

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at chain speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2018 Prepare hide or pelt for removal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to complete the opening cuts on the points of a hide or pelt prior to removal. These include such cuts as marking the muzzle, marking the hocks and the fluffy anus cut on sheep.

This unit is applicable to workers on a slaughter floor or in a knackery or wild game meat processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Explain opening cuts	1.1 Identify steps involved in opening hide or pelt in accordance with workplace requirements 1.2 Identify and manage sources of contamination and cross-contamination according to workplace requirements 1.3 Identify and explain quality implications of defective opening cuts for product and hide
2. Perform opening cuts	2.1 Perform opening cuts releasing the hide or pelt in accordance with workplace requirements 2.2 Perform opening cuts releasing the hide or pelt in accordance with hygiene and sanitation requirements 2.3 Perform opening cuts releasing the hide or pelt in accordance with workplace health and safety requirements 2.4 Free hide or pelt to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2024C Prepare hide/pelt for removal.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2018 Prepare hide or pelt for removal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must complete the opening cuts on the points of a hide or pelt prior to removal.

The candidate must:

- demonstrate the performance of opening cuts to release the hide or pelt in accordance with work instructions, hygiene and sanitation and workplace health and safety requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- the quality implications for product and hide of defective opening cuts
- sources of contamination and cross-contamination
- the steps involved in opening hide or pelt in accordance with work instructions
- relevant regulatory requirements

Assessment Conditions

Assessment of skills needs to be conducted in the workplace.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2019 Bag tail

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to bag the tail to prevent contamination.

This unit is applicable to workers on the slaughter floor.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Bag tail and secure bag	1.1 Bag tail and secure the bag in accordance with workplace requirements 1.2 Monitor and replenish stock of bags and ties in accordance with workplace requirements 1.3 Remove brush (where applicable)

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2025B Bag tail.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2019 Bag tail

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must bag the tail to prevent contamination.

The candidate must:

- demonstrate bagging of tails and removal of brush
- demonstrate the capacity (at production speed) to maintain and monitor stocks of bags and ties, using estimation and calculation
- use a knife safely to remove tail brushes, where applicable
- follow work instructions for bagging tails
- apply relevant workplace health and safety and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- the reason for bagging tails
- relevant workplace health and safety and regulatory requirements

Assessment Conditions

Assessment must be conducted on the slaughter floor.

Competency must be demonstrated at chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2020 Remove and record tag

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove, dispose of and record stock identification tags.

This unit is applicable to workers processing carcases.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Remove tags	1.1 Remove tags in accordance with workplace and regulatory requirements 1.2 Dispose of tags in accordance with workplace requirements
2. Record tags	2.1 Record tags in accordance with workplace and regulatory requirements 2.2 Take appropriate action to resolve inconsistencies and problems

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2026B Remove and record tag.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2020 Remove and record tag

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove, dispose of and record stock identification tags.

The candidate must:

- follow work instructions for the removal of tags
- record tags accurately
- apply relevant workplace health and safety requirements
- use communication skills as appropriate to the task

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- the function and importance of tags
- the importance of maintaining correlation between carcase and tags
- the need for correct disposal of tags
- the regulations with regard to tags
- the relationship between tags and residue testing

Assessment Conditions

Assessment must be conducted in an operating abattoir.

Competency must be demonstrated at chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2021 Seal or drain urinary tract

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to seal or drain the urinary tract of a carcase during the dressing procedure on a slaughter floor.

This unit is applicable to workers on a slaughter floor required to either drain a urinary tract using a probe and vacuum pump or seal a pizzle using clips or a mechanical device. The mechanical device is usually a set of heated tongs or cutters.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Seal or drain urinary tract	1.1 Drain or seal urinary tract according to work instruction 1.2 Drain or seal urinary tract according to workplace health and safety requirements 1.3 Undertake start-up procedures for pumps or mechanical aids, if required

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2027B Seal or drain urinary tract.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2021 Seal or drain urinary tract

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must seal or drain the urinary tract of a carcase during the dressing procedure on a slaughter floor.

The candidate must:

- drain and/or seal urinary tract according to workplace requirements
- maintain a stock of consumables, where relevant, for sealing urinary tracts (pizzles)
- maintain equipment used in sealing and/or draining urinary tracts
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- relevant regulatory requirements
- hygiene and workplace health and safety issues associated with the task

Assessment Conditions

Competency must be assessed in the workplace under normal production conditions.

Competency must be demonstrated at the normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2022 Singe carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to singe a carcase as part of the dressing procedures on a slaughter floor.

This unit is applicable to workers on the slaughter floor required to singe pig skin or goat carcases either manually or by monitoring an automated process.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Singe carcase	1.1 Perform start-up procedures for singeing according to workplace requirements 1.2 Perform singe operation according to work instructions 1.3 Monitor effectiveness of singe operation 1.4 Report problems with singeing to the supervisor in accordance with workplace requirements 1.5 Perform singe operation in accordance with enterprise workplace health and safety requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2028B Singe carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2022 Singe carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must singe a carcase as part of the dressing procedures on a slaughter floor.

The candidate must:

- singe carcase according to the company work instructions and workplace health and safety procedures
- report problems to a supervisor promptly
- apply relevant regulatory requirements
- undertake start-up procedures according to work instructions
- use communication skills relevant to the task

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- company Quality Assurance (QA) requirements for hair removal
- company singeing work instructions
- relevant regulatory requirements
- workplace health and safety risks and procedures associated with singeing process

Assessment Conditions

Competency must be assessed in the workplace under normal production conditions.

Competency must be demonstrated at the normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2023 Shave carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to shave a carcase that has been scalded.

This unit is applicable to workers on a slaughter floor shaving scalded carcases such as pigs and 'skin on' goats.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Shave carcase	1.1 Monitor carcases leaving the de-hairing process to ensure de-hairing meets workplace requirements and defects have been identified (where part of work instruction) 1.2 Shave carcases according to work instruction 1.3 Shave carcases safely according to workplace health and safety requirements 1.4 Monitor own work to ensure the effective removal of hair

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2029B Shave carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2023 Shave carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must shave a carcase that has been scalded.

The candidate must:

- monitor de-hairing process
- shave a carcase according to work instructions and workplace health and safety procedures
- report problems with the de-hairing or scalding process
- apply relevant regulatory requirements
- monitor own work
- use communication skills relevant to the task

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- the company's Quality Assurance (QA) requirements for hair removal
- the work instructions for shaving carcases
- relevant regulatory requirements
- the workplace health and safety procedures requirements for working around scalding equipment

Assessment Conditions

Competency must be assessed in the workplace under normal production conditions.

Competency must be demonstrated at the normal chain speed.

As a minimum, the following three forms of assessment must be used:

- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2024 Flush carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to flush carcases on the slaughter floor.

This is applicable to workers required to flush a carcase circulatory system on the slaughter floor.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Flush carcase	1.1 Perform start-up procedures according to workplace and manufacturer's requirements 1.2 Bleed carcase properly 1.3 Locate and open correct vein for flushing 1.4 Flush carcase according to work instructions and workplace health and safety requirements 1.5 Monitor reservoir of solution to ensure it is at adequate level

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2030B Flush carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2024 Flush carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must flush carcases on the slaughter floor.

The candidate must:

- perform start-up operations according to workplace and manufacturer's requirements
- locate and open correct vein for flushing
- flush carcase hygienically and safely according to workplace and manufacturer's requirements
- monitor reservoir of flushing solution
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- the purpose of carcase flushing
- indicators of ineffective flushing
- the work instructions for the operation of the pump and flushing process
- relevant regulatory requirements

Assessment Conditions

Competency must be assessed in the workplace under normal production conditions.

Competency must be demonstrated at the normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2025 Operate scalding and de-hairing equipment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate scalding and de-hairing equipment.

This unit is applicable to abattoirs.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Confirm equipment settings	1.1 Put in place and secure automated equipment safety guards. 1.2 Select and confirm equipment settings in accordance with workplace health and safety requirements.
2. Operate equipment for scalding or de-hairing	2.1 Power scalding or de-hairing equipment in accordance with regulatory and workplace requirements. 2.2 Operate scalding or de-hairing equipment in accordance with workplace and manufacturer's specifications. 2.3 Operate scalding or de-hairing equipment in accordance with workplace health and safety requirements. 2.4 Operate equipment within its capacity and the capacity of the operator. 2.5 Scald and de-hair carcase to workplace requirements.
3. Identify and report defects	3.1 Monitor carcases leaving the process to ensure de-hairing meets workplace requirements. 3.2 Monitor defects and take corrective action in accordance with workplace requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2031C Operate scalding/de-hairing equipment.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2025 Operate scalding and de-hairing equipment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate scalding and de-hairing equipment.

The candidate must:

- operate and monitor de-hairer according to manufacturer's specifications and work instructions
- monitor defects in processing and take corrective action
- report defects in accordance with workplace requirements
- use communication skills relevant to the task

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- defects to be identified and reported in accordance with workplace requirements
- workplace health and safety requirements of operating machinery
- potential sources of contamination and ways of preventing it
- work instructions related to operating scalding or de-hairing equipment

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2026 Operate whizzard knife

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate and maintain a whizzard knife.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Operate whizzard knife	1.1 Use knife in accordance with workplace requirements 1.2 Operate knife in accordance with workplace health and safety

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	requirements
2. Maintain whizzard knife	2.1 Maintain knife according to manufacturer's specifications and work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2032C Operate whizzard knife.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2026 Operate whizzard knife

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate and maintain a whizzard knife.

The candidate must:

- operate a whizzard knife competently and safely in accordance with the work instructions for one work station in a meat processing operation
- identify potential sources of contamination
- perform basic maintenance of the knife
- follow hygiene and sanitation procedures for the use of the knife at a particular work station
- follow workplace health and safety procedures for the use of the knife at a particular work station
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- basic operating principles
- workplace health and safety requirements related to using the knife
- work instructions for a particular work station
- relevant regulatory requirements
- hygiene and sanitation requirements for a particular work station

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2027 Operate rise and fall platform

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a rise and fall platform.

The unit is applicable to workers in abattoirs, boning rooms and knackeries.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Operate rise and fall platform	1.1 Operate rise and fall platform in accordance with workplace requirements 1.2 Operate rise and fall platform in accordance with workplace health and safety requirements 1.3 Identify and report malfunctions and take corrective action in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2033C Operate rise and fall platform.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2027 Operate rise and fall platform

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a rise and fall platform.

The candidate must:

- operate a rise and fall platform in accordance with work instructions and workplace health and safety requirements for a nominated task
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- relevant regulatory requirements
- workplace requirements for the operation of a rise and fall platform
- basic operating principles of the rise and fall platform
- workplace health and safety requirements related to the operation of a rise and fall platform

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at chain speed while performing a task at a work station that utilises a rise and fall platform.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2028 Operate vacuum blood collection process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a vacuum blood collection system.

This unit is applicable to slaughter floor operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Operate a vacuum blood collection system	1.1 Identify and follow start-up procedures 1.2 Operate vacuum recovery system and collect blood according to work instructions 1.3 Identify and comply with specific hygiene and sanitation requirements for blood collection 1.4 Identify and comply with specific workplace health and safety requirements for blood collection 1.5 Explain, identify and manage sources of contamination according to workplace requirements 1.6 Identify and meet regulatory requirements and customer specifications for blood collection
2. Clean, maintain and monitor a vacuum blood collection system	2.1 Undertake routine maintenance, cleaning and monitoring according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2034C Operate vacuum blood collection process.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2028 Operate vacuum blood collection process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a vacuum blood collection system.

The candidate must:

- operate vacuum blood collection system in accordance with work instructions
- explain, identify and manage sources of contamination according to workplace requirements
- comply with workplace health and safety requirements
- apply relevant workplace and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- steps in blood collection
- uses and markets for blood collected
- consequences of contamination and resulting damage to blood
- requirements related to blood collection:
  - hygiene and sanitation
  - workplace health and safety QA
  - regulatory
  - customer specifications

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at chain speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following here forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2029 Operate nose roller

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a nose roller or similar machine to mechanically skin a sheep head.

This unit is applicable to slaughter floor operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Skin sheep head	1.1 Skin sheep head to workplace requirements 1.2 Skin sheep head to workplace health and safety, and hygiene and sanitation requirements 1.3 Remove pelt cleanly 1.4 Skin sheep head without contamination or cross-contamination 1.5 Use nose roller in accordance with work instructions 1.6 Dispose of waste in accordance with workplace requirements 1.7 Clean and sanitise, and follow basic maintenance program for the nose roller in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2035C Operate nose roller.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2029 Operate nose roller

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a nose roller or similar machine to mechanically skin a sheep head.

The candidate must:

- demonstrate the basic start-up operations and routine maintenance as prescribed in the work instructions
- operate the nose roller in accordance with work instructions
- operate the nose roller in accordance with workplace health and safety requirements
- clean and sanitise, and follow basic maintenance program for the nose roller in accordance with workplace requirements
- dispose of waste in accordance with workplace requirements
- keep work area clean and tidy
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements associated with nose roller
- basic operation of nose roller
- uses of head meat and offal
- work instruction for operating a nose roller
- relevant regulatory requirements
- sources of contamination of heads

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at chain speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2030 Operate pneumatic cutter

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to maintain and operate a mechanical cutter or scissors.

This unit is applicable to operations in abattoirs, wild game processing establishments and knackeries.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Perform cutting operations	1.1 Operate cutters in accordance with workplace requirements 1.2 Operate cutters in accordance with workplace health and safety requirements 1.3 Identify potential sources of contamination and cross-contamination
2. Remove hocks, horns or legs or trim necks	2.1 Remove off-cuts in accordance with workplace requirements 2.2 Dispose of off-cuts according to workplace requirements
3. Clean and maintain pneumatic cutters	3.1 Clean and maintain cutters to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2036C Operate pneumatic cutter.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2030 Operate pneumatic cutter

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must maintain and operate a mechanical cutter or scissors.

The candidate must:

- operate cutter in accordance with workplace health and safety requirements
- operate pneumatic cutter to workplace requirements for one work station
- demonstrate procedures for disposal of off-cuts
- demonstrate maintenance and sterilisation of cutter
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- basic operating principles of pneumatic cutter
- workplace health and safety requirements
- issues associated with use of the cutter
- relevant regulatory requirements
- potential sources of contamination and cross-contamination

Assessment Conditions

Assessment must be conducted in the workplace under normal conditions.

Competency must be demonstrated at a work station using a cutter at normal chain speed. The pneumatic cutter must be operated for at least one workstation (e.g. cutting hocks, horns or trimming necks) at the speed of the chain.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2031 Operate circular saw

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate and maintain a circular saw to perform a task such as cutting horns.

This is applicable to workers in a registered meat processing premises such as an abattoir, boning room, knackery or game meat processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Operate circular saw	1.1 Operate circular saw in accordance with workplace requirements 1.2 Identify and meet workplace health and safety requirements 1.3 Sterilise and clean operating equipment in accordance with workplace requirements 1.4 Identify possible sources of contamination and cross-contamination
2. Maintain a circular saw	2.1 Maintain circular saw according to manufacturer's specifications and workplace requirements
3. Remove horns or other off-cuts	3.1 Remove horns or off-cuts using appropriate equipment in accordance with workplace requirements 3.2 Dispose of off-cuts according to workplace requirements 3.3 Keep work area neat and clear of waste in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2037C Operate circular saw.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2031 Operate circular saw

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate and maintain a circular saw to perform a task such as cutting horns.

The candidate must:

- operate the circular saw to workplace requirements at a work station
- demonstrate safe use of a circular saw in accordance with workplace health and safety requirements
- demonstrate maintenance and sterilisation of circular saw
- demonstrate procedures for disposal of off-cuts
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- operation of a circular saw
- maintenance and sterilisation processes for circular saw
- procedures for disposal of off-cuts
- possible sources of contamination to the product
- maintenance requirements for circular saw
- workplace health and safety issues associated with operating a circular saw
- work instruction for the task to be performed
- relevant regulatory requirements

Assessment Conditions

Assessment must be carried out in an operating meat processing plant.

Competency must be demonstrated at normal production speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2032 Prepare carcase and equipment for hide or pelt puller

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to secure hides and pelts to the puller, dispose of hides and pelts and store the belts and chains.

This unit applies to those workers attaching chains or belts prior to mechanical hide and pelt pulling on a slaughter floor, in a knackery or a wild game processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Shackle hide and/or pelt to hide and/or pelt puller	1.1 Shackle hide and/or pelt to hide and/or pelt puller in accordance with workplace requirements 1.2 Use hide and/or pelt pullers, chains or belts in accordance with work instructions
2. Dispose of hide and/or pelt	2.1 Despatch or dispose of hide and/or pelts in accordance with workplace requirements (where part of work instructions)
3. Maintain and store belts and chains	3.1 Store and maintain belts and chains in accordance with workplace health and safety requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2038C Prepare carcase and equipment for hide/pelt puller.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2032 Prepare carcase and equipment for hide or pelt puller

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must secure hides and pelts to the puller, dispose of hides and pelts and store the belts and chains.

The candidate must:

- demonstrate the preparation of the carcase and equipment for the operation of removal of the hide and/or pelt
- store and maintain pelts and chains according to work instructions
- locate emergency switches
- keep work area neat and tidy
- follow work instructions
- perform duties in accordance with workplace health and safety requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- how hide and/or pelt puller works
- emergency switches procedures
- possible sources of contamination to carcase
- consequences of incorrect clearance of hide or pelt
- ways of minimising contamination hazards
- relevant regulatory requirements
- disposal arrangements for hides and pelts
- workplace health and safety hazards associated with working with and around the hide and/or pelt puller

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2035 Operate new technology or process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a new technology or process in a meat processing operation.

This unit will be utilised when new technology (not covered by other units) is introduced and structured training is delivered. Any associated training and/or assessment materials will need detailed customisation to address the requirements for each specific piece of technology.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare for new equipment or process	1.1 Prepare new equipment or process for operation in accordance with work instructions and manufacturer's specifications
2. Operate new equipment or process	2.1 Operate equipment or undertake new process in accordance with work instructions 2.2 Operate equipment or undertake process in accordance with workplace health and safety requirements 2.3 Identify potential sources of contamination and cross-contamination and employ preventative measures
3. Clean and maintain equipment and/or work area	3.1 Monitor performance of equipment or new process and report faults either verbally or in writing in accordance with work instructions 3.2 Clean and maintain equipment and/or work area to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2042C Operate new technology or process.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2035 Operate new technology or process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a new technology or process in a meat processing operation.

The candidate must:

- operate new equipment or new process in accordance with workplace health and safety requirements
- operate new equipment or new process to workplace requirements
- maintain new equipment where applicable in accordance with workplace requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- basic operating principles of equipment and/or purpose of the process
- workplace health and safety requirements associated with the process and/or use of equipment
- work instructions for the new equipment or process
- relevant regulatory requirements
- potential sources of contamination and cross-contamination

Assessment Conditions

Competency must be demonstrated in a processing environment and over a period of time.

Assessment tasks must be comprehensively customised to gather evidence specific to the new technology being implemented in a meat processing or retailing environment.

A minimum of three different forms of assessment must be used.

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2036 Operate sterivac equipment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate sterivac equipment.

This unit is applicable to workers operating steam/vacuuming equipment on a slaughter floor or wild game processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Operate sterivac equipment	1.1 Identify contamination to be removed 1.2 Operate sterivac equipment in accordance with workplace requirements 1.3 Operate sterivac equipment to remove contamination in accordance with workplace health and safety requirements 1.4 Identify potential sources of contamination and cross-contamination
2. Clean and maintain sterivac equipment	2.1 Monitor performance of sterivac equipment and report faults either verbally or in writing in accordance with work instructions 2.2 Clean and maintain sterivac equipment to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2043C Operate sterivac equipment.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2036 Operate sterivac equipment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate sterivac equipment.

The candidate must:

- operate sterivac equipment in accordance with workplace health and safety requirements
- operate sterivac equipment to remove contamination to workplace requirements
- identify contamination to be removed
- remove contamination in accordance with workplace requirements
- maintain sterivac equipment in accordance with workplace requirements
- apply relevant regulatory requirements
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- basic operating principles of pneumatic sterivac equipment
- workplace health and safety issues associated with use of sterivac equipment
- consequences of not removing contamination to workplace requirements
- work instructions for operating the sterivac equipment
- relevant regulatory requirements
- potential sources of contamination and cross-contamination

Assessment Conditions

Assessment of skills must be conducted in an operating plant.

Competency must be assessed at normal chain speed and over a period of time.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2037 De-rind meat cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to de-rind pork meat cuts using a mechanical aid.

This unit is applicable to workers in pork boning rooms, wholesalers or food service operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Operate de-rinder	1.1 Operate machinery in accordance with workplace requirements and manufacturer's specifications 1.2 Operate machinery in accordance with workplace health and safety requirements 1.3 Maintain machinery in accordance with work instructions 1.4 Monitor meat cuts for defects and contamination 1.5 Monitor output to ensure compliance with Quality Assurance (QA) requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2044B De-rind meat cuts.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2037 De-rind meat cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must de-rind pork meat cuts using a mechanical aid.

The candidate must:

- operate the de-rinder to workplace health and safety requirements
- operate the de-rinder to QA requirements
- operate and maintain the de-rinder in accordance with work instructions and manufacturer's specifications
- report equipment faults to supervisor either verbally or in writing in accordance with workplace procedures
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- operation of the de-rinder
- work instructions for operation of the de-rinder
- relevant regulatory requirements
- potential workplace health and safety risks
- potential sources of contamination

Assessment Conditions

Assessment must be conducted in the workplace.

Competency must be demonstrated at the normal production speed and over a period of time.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2038 De-nude meat cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove selvage or remove tendons from meat cuts using a mechanical aid.

This unit is applicable to workers who operate de-nuding machinery.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Operate de-nuder	1.1 Operate machinery in accordance with workplace requirements and manufacturer's specifications 1.2 Operate machinery in accordance with workplace health and safety requirements 1.3 Maintain machinery in accordance with hygiene and sanitation requirements 1.4 Monitor meat cuts for defects and contamination 1.5 Monitor output to ensure compliance with Quality Assurance (QA) requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2045B De-nude meat cuts.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2038 De-nude meat cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove selvage or remove tendons from meat cuts using a mechanical aid.

The candidate must:

- operate the de-nuder to hygiene requirements
- operate de-nuder to QA requirements
- operate and maintain the de-nuder in accordance with work instructions and manufacturer specifications
- report equipment faults to supervisor either verbally or in writing in accordance with workplace procedures
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- operation of the de-nuder
- relevant regulatory requirements
- potential workplace health and safety risks
- potential sources of contamination

Assessment Conditions

Assessment must be conducted in an operating meat processing plant.

Competency must be demonstrated at the normal production speed and over a period of time.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2039 Operate rib puller

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a rib puller.

This unit is applicable to workers operating a rib puller in boning rooms and food service operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Prepare rib puller for operation	1.1 Clean rib puller according to workplace requirements, where part of work instructions 1.2 Complete pre-operational checks according to workplace requirements 1.3 Undertake basic maintenance according to workplace requirements
2. Operate rib puller	2.1 Operate rib puller according to work instructions 2.2 Operate rib puller according to workplace health and safety requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2046B Operate rib puller.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2039 Operate rib puller

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a rib puller.

The candidate must:

- undertake pre-operational checks according to workplace requirements
- operate the rib puller in accordance with workplace health and safety requirements, Standard Operating Procedures (SOPs) and work instructions
- undertake routine maintenance according to workplace requirements
- clean rib puller in accordance with workplace requirements
- report equipment faults to supervisor either verbally or in writing in accordance with workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- cleaning and maintenance requirements of the rib puller
- work instructions for operating the rib puller
- relevant regulatory requirements
- potential sources of contamination and cross-contamination
- ways of minimising contamination

Assessment Conditions

Assessment must take place in an operating meat processing plant.

Competency must be demonstrated at normal chain speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2040 Operate frenching machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a frenching machine in a meat processing plant.

This unit is applicable to workers required to operate a frenching machine on, for example, racks of lamb.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Operate frenching machinery	1.1 Perform start-up procedures 1.2 Select cuts for frenching according to workplace requirements 1.3 Operate frenching machine according to work instructions 1.4 Operate frenching machine according to workplace health and safety requirements 1.5 Monitor own work to ensure cuts are to workplace specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2047B Operate frenching machine.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2040 Operate frenching machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a frenching machine in a meat processing plant.

The candidate must:

- operate a frenching machine according to workplace requirements
- inspect product to ensure it meets specifications
- report equipment faults to supervisor either verbally or in writing in accordance with workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- relevant meat cut specifications
- relevant workplace health and safety requirements
- relevant work instructions
- relevant regulatory requirements

Assessment Conditions

Assessment must be conducted in an operating meat processing plant.

Competency must be demonstrated at the normal chain speed over a period of time.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2041 Operate cubing machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a meat cubing machine.

This unit is applicable to workers operating a meat cubing machine in boning rooms and food service operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Cube meat	1.1 Perform start-up checks 1.2 Clean and maintain cubing machine according to workplace requirements 1.3 Operate machinery according to work instructions 1.4 Operate machinery according to workplace health and safety requirements 1.5 Identify and report sources of contamination and cross-contamination according to workplace requirements 1.6 Minimise contamination and cross-contamination 1.7 Store and/or despatch cubed meat from the work area

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2048B Operate cubing machine.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2041 Operate cubing machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a meat cubing machine.

The candidate must:

- perform pre-operational checks, maintenance and cleaning according to workplace requirements
- operate cubing operate cubing equipment according to the workplace requirements, workplace health and safety policies and procedures, Standard Operating Procedures (SOPs) and work instructions
- identify potential sources of contamination and cross-contamination
- identify workplace health and safety hazards when operating the machine
- report equipment faults to supervisor either verbally or in writing in accordance with workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- pre-operational checks, maintenance and cleaning
- ways of minimising contamination
- operating requirements in the work instructions
- relevant regulatory requirements

Assessment Conditions

Assessment must take place in an operating meat processing plant.

Competency must be demonstrated at normal chain speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2042 Cure and corn product in a meat processing plant

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to cure and corn product in a meat processing plant.

This unit is applicable to workers in boning rooms who are required to operate corning equipment but who do not take responsibility for the whole process including preparing meat cuts, preparing ingredients and brines as well as the corning process. If the worker is responsible for all these duties then the unit *AMPX302 Cure and corn product* is applicable.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Process meat	1.1 Perform pre-operational checks according to workplace requirements 1.2 Cure or corn meat according to product specifications, health regulations and workplace requirements at a speed that is the same as production requirements 1.3 Monitor processing regularly 1.4 Make adjustments to processing as required to achieve product specifications
2. Store meat product	2.1 Store processed product according to product specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2049B Cure and corn in a meat processing plant.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2042 Cure and corn product in a meat processing plant

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must cure and corn product in a meat processing plant.

The candidate must:

- activate processing equipment to assess its readiness for operational use
- perform running adjustments according to workplace requirements and manufacturer's specifications
- operate adjustment tools and equipment correctly
- report any equipment faults and adjustments required either verbally or in writing to supervisor, according to workplace procedures
- apply relevant workplace health and safety and regulatory requirements
- use mathematical applications relevant to the task
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- selection criteria for meat for curing or corning process
- the meat curing process
- the term 'osmosis' in relation to the curing process
- effects of curing on shelf life and taste of product
- purpose and effect of brine on meat
- purpose of correct water temperature and correct additive sequence
- purpose and use of processing equipment used in curing and corning products
- reasons for pickling to correct pump percentage and yield requirements
- safe and correct operation of processing equipment
- conditions under which equipment may need adjusting
- relevant workplace health and safety and regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

- procedures for cleaning processing equipment

Assessment Conditions

Assessment must be conducted in an operating meat processing plant.

Competency must be demonstrated under typical production conditions and at the normal speed of production.

As a minimum, the following three forms of assessment must be used:

- workplace demonstration
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2043 Operate head splitter

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge necessary to split skulls prior to the recovery of brains.

This unit is applicable to workers operating a mechanical head splitting machine in a meat processing plant. Head splitting is undertaken to facilitate the recovery of brains.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Split heads	1.1 Perform pre-operational checks according to workplace requirements 1.2 Operate head splitter according to work instruction and relevant Standard Operating Procedures (SOPs) 1.3 Operate head splitter according to workplace health and safety requirements 1.4 Monitor head splitting and report problems to supervisor 1.5 Store split head according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2050B Operate head splitter.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2043 Operate head splitter

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must split skulls prior to the recovery of brains.

The candidate must:

- perform pre-operational checks
- operate head splitter hygienically and safely
- identify potential workplace health and safety hazards
- store split heads hygienically according to workplace requirements
- report equipment faults to supervisor either verbally or in writing in accordance with workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- standard of head splitting required to meet Quality Assurance (QA) requirements
- relevant work instructions and SOPs
- relevant regulatory requirements
- potential sources of contamination and measures to minimise contamination

Assessment Conditions

Assessment must be conducted in an operating meat processing plant.

Competency must be demonstrated at normal production speed.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2044 Trim neck

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to trim contamination from the neck of a carcase.

This unit is applicable to workers on a slaughter floor, knackery, boning room or game processing establishment, who are responsible for trimming the neck.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen Knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Trim neck	1.1 Trim neck in accordance with workplace requirements 1.2 Trim neck in accordance with workplace health and safety requirements 1.3 Identify and report types of contamination where appropriate 1.4 Trim neck to remove blood clots, stains and areas of contamination from the carcase 1.5 Trim neck effectively with minimal meat removed from the neck 1.6 Trim neck to meet customer specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2051C Trim neck.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2044 Trim neck

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must trim contamination from the neck of a carcase.

The candidate must:

- demonstrate safe and hygienic neck trimming
- trim neck to workplace requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- types of contamination to be trimmed
- workplace health and safety, hygiene and sanitation, and customer specifications related to trimming neck
- potential sources of contamination of product and how it is avoided
- relevant regulatory requirements

Assessment Conditions

Assessment must be conducted in a meat processing plant.

Competency must be demonstrated on the slaughter floor or in a boning room at the normal rate of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2045 Trim forequarter to specification

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to trim the forequarter of the carcase to specification.

This unit is applicable to trimmers working in abattoirs, boning rooms and game processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Trim forequarter of carcase	1.1 Identify trimming specifications for each lot, where applicable 1.2 Trim forequarter to specification according to workplace requirements 1.3 Report types and sources of contamination and cross-contamination according to workplace requirements 1.4 Trim forequarter according to workplace health and safety requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2052C Trim forequarter to specification.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2045 Trim forequarter to specification

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must trim the forequarter of the carcase to specification.

The candidate must:

- interpret and apply specifications
- trim forequarter to specification according to work instructions
- fulfil hygiene and sanitation requirements
- apply relevant regulatory requirements
- fulfil workplace health and safety requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements for trimming
- steps involved in trimming to specification
- hygiene and sanitation requirements
- relevant regulatory requirements
- sources of contamination and cross-contamination

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed over a period of time.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2046 Trim hindquarter to specification

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to trim the hindquarter of the carcase to specification.

This unit is applicable to workers employed to trim carcases in abattoirs, boning rooms and game processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Trim hindquarter of carcase	1.1 Trim hindquarter to specification according to workplace requirements 1.2 Trim hindquarter to specification according to workplace health and safety requirements 1.3 Report types and sources of contamination and cross-contamination according to workplace requirements 1.4 Dispose of trimmings according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2053C Trim hindquarter to specification.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2046 Trim hindquarter to specification

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must trim the hindquarter of the carcase to specification.

The candidate must:

- trim hindquarter to hygiene and sanitation requirements
- trim hindquarter to workplace health and safety requirements
- trim hindquarter to specification according to work instructions
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- specifications for trimming hindquarter
- steps in trimming hindquarter to specification
- hygiene and sanitation requirements for trimming hindquarter
- workplace health and safety requirements for trimming hindquarter
- relevant regulatory requirements
- sources of contamination and cross-contamination

Assessment Conditions

Assessment must be carried out in an operating meat processing plant.

Competency must be demonstrated at production speed over a period of time.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2047 Inspect hindquarter and remove contamination

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to inspect the hindquarter of the carcase and remove contamination.

This unit is applicable to workers trimming carcases to remove contamination on slaughter floors and in boning rooms, chillers and game processing establishments.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Inspect the hindquarter of the carcase for contamination	1.1 Identify types of contamination and their sources 1.2 Scan carcase according to workplace requirements
2. Remove contamination	2.1 Trim hindquarter to remove contamination according to workplace requirements 2.2 Trim hindquarter to remove contamination according to workplace health and safety requirements 2.3 Report ongoing contamination issues according to workplace requirements 2.4 Dispose of trimmings according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2054C Inspect hindquarter and remove contamination.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2047 Inspect hindquarter and remove contamination

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must inspect the hindquarter of the carcase and remove contamination.

The candidate must:

- trim a hindquarter to remove contamination according to work instructions, hygiene and sanitation, and workplace health and safety requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene and sanitation requirements related to inspecting the hindquarter and removing contamination
- workplace health and safety requirements related to inspecting the hindquarter and removing contamination
- relevant regulatory requirements
- sources of contamination and cross-contamination in trimming
- steps involved in scanning the carcase

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2048 Inspect forequarter and remove contamination

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to inspect the forequarter of the carcase and remove contamination.

This unit is applicable to workers in abattoirs, knackeries, boning rooms, further processing plants and game processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Inspect the forequarter of the carcase and remove contamination	1.1 Scan carcase according to workplace requirements 1.2 Trim forequarter to remove contamination according to workplace requirements 1.3 Identify types and sources of contamination and cross-contamination in the trimmings 1.4 Identify and fulfil workplace health and safety requirements 1.5 Dispose of trimmings according to workplace requirements 1.6 Report ongoing contamination issues according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2055C Inspect forequarter and remove contamination.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2048 Inspect forequarter and remove contamination

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must inspect the forequarter of the carcase and remove contamination.

The candidate must:

- trim forequarter to remove contamination according to work instructions
- comply with hygiene and sanitation requirements
- identify and apply relevant regulatory requirements
- identify and fulfil workplace health and safety requirements when trimming
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- the steps involved in scanning the carcase
- hygiene and sanitation requirements
- sources of contamination and cross-contamination
- types of contamination

Assessment Conditions

Assessment must be demonstrated in meat processing plants, boning rooms, food services or wholesaling operations.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2049 Remove spinal cord

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove the spinal cord from carcases after splitting.

This unit is applicable to workers on the slaughter floor responsible for removing spinal cords and dura mater to meet specifications trim.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Remove spinal cord	1.1 Remove spinal cord and dura mater from split carcase in accordance with the work instructions, and, where relevant, in compliance with the Specified Risk Materials (SRM) requirements of customers 1.2 Monitor removal to meet Quality Assurance (QA) specifications 1.3 Operate rise and fall platform according to workplace requirements (where part of trimmer's duties)

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2057B Remove spinal cord.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2049 Remove spinal cord

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove the spinal cord from carcases after splitting.

The candidate must:

- identify spinal cord and dura mater to be removed
- remove spinal cord cleanly and safely according to workplace requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- QA specifications for spinal cord removal
- reasons for the removal of the spinal cord
- where relevant, SRM and Bovine spongiform encephalopathy (BSE)
- relevant work instructions and workplace health and safety requirements
- relevant regulatory requirements
- customer specifications

Assessment Conditions

Assessment has to be demonstrated in a meat processing plant.

Competency must be demonstrated at the normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2050 Operate jaw breaker

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a mechanical jaw breaker.

This unit is applicable to workers using a jaw breaker prior to boning a head.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Operate jaw breaking equipment	1.1 Operate jaw breaker according to the work instructions 1.2 Safely operate jaw breaker according to workplace health and safety requirements 1.3 Store heads according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2058B Operate jaw breaker.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2050 Operate jaw breaker

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a mechanical jaw breaker.

The candidate must:

- identify potential workplace health and safety hazards
- operate the equipment to break jaws according to all workplace requirements
- store heads correctly prior to boning
- apply relevant regulatory requirements
- use communication skills appropriate to the task

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- potential sources of contamination and cross-contamination
- methods of minimising contamination and cross-contamination
- workplace health and safety requirements for operating the equipment
- work instructions for operating a jaw breaker
- relevant regulatory requirements
- Personal Protective Equipment (PPE) requirements of this job

Assessment Conditions

Assessment must be conducted in an operating meat processing plant.

Competency must be demonstrated at normal production speeds.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2060 Grade carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to grade carcases according to workplace or other specifications.

This unit is applicable to those grading carcases on slaughter floors or in chillers, boning rooms and game processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Sort and select carcase	1.1 Sort carcase by customer specifications and workplace requirements 1.2 Identify potential sources of contamination and cross-contamination 1.3 Identify contaminated carcases are and take corrective action
2. Grade carcase	2.1 Identify and explain elements of carcase specifications 2.2 Identify and explain carcase specifications 2.3 Accurately measure carcase for grading according to workplace requirements 2.4 Grade carcase according to workplace requirements, customer specifications and regulatory requirements 2.5 Accurately grade carcase using measuring devices and techniques according to workplace requirements 2.6 Handle carcase according to workplace health and safety requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2061C Grade carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2060 Grade carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must grade carcases according to workplace or other specifications.

The candidate must:

- grade carcases in accordance with workplace requirements and customer specifications
- demonstrate accurate recording of carcase grade descriptions
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene and sanitation requirements
- methods of grading carcase according to specifications
- procedures for interpreting, recording and reporting measurement such as weight and fat depth
- commercial and regulatory requirements for accurate carcase grading
- workplace and customer specifications
- workplace requirements for grading
- workplace health and safety requirements in relation to grading carcases

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2061 Weigh carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to weigh a carcase.

This unit is applicable to workers weighing carcases in abattoirs, boning rooms, game processing establishments and knackeries.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Check scales	1.1 Check scales regularly according to operational procedures and state/territory regulations to ensure hot weights are accurate 1.2 Check scales to ensure they read zero after taring 1.3 Notify appropriate personnel in accordance with work instructions if scales are inaccurate
2. Test weights	2.1 Combine lean and undamaged mass to determine maximum operational weight for production 2.2 Record scale readings at a minimum of two increments to ensure scales are checked accurately 2.3 Certify test weights in accordance with state regulations and workplace requirements
3. Record check measure	3.1 Accurately record all results of checking measures according to workplace requirements 3.2 Verify results according to workplace requirements
4. Operate carcase scales	4.1 Weigh carcases according to workplace requirements 4.2 Record weights according to workplace requirements 4.3 Tag and label carcases according to workplace and regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2062C Weigh carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2061 Weigh carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must weigh a carcase.

The candidate must:

- weigh carcases and accurately complete scales records
- demonstrate the correct scale check procedure
- report equipment faults to supervisor
- record and report recorded weights information
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- concept of tare
- regulatory requirements of checking scales and weighing carcases
- scale problems that can be encountered and the action required to maintain weighing standards
- possible problems for the scales operation and the appropriate corrective action
- weights recording process and where applicable the reporting process on the information gathered
- workplace health and safety requirements in relation to weighing process

Assessment Conditions

Assessment must occur in the workplace under normal working conditions.

Competency must be demonstrated under normal production conditions.

As a minimum, thee following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2062 Operate semi-automatic tagging machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate electronic equipment that generates carcase tags, records carcase grades and generates production reports.

This unit is applicable to slaughter floors, wild game processing plants or load out areas where carcases are graded, weighed and tagged.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Select carcase grade	1.1 Weigh and label carcase according to workplace requirements
2. Operate tag generating equipment	2.1 Enter codes for specific carcase category into the system 2.2 Generate tags according to workplace requirements 2.3 Monitor and replenish consumables as required 2.4 Monitor, clean and maintain equipment according to workplace requirements and manufacturer's specifications 2.5 Generate reports, where part of work instructions
3. Tag carcase	3.1 Tag carcase according to workplace requirements 3.2 Identify and deal with potential sources of contamination to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2063C Operate semi-automatic tagging machine.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2062 Operate semi-automatic tagging machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate electronic equipment that generates carcase tags, records carcase grades and generates production reports.

The candidate must:

- generate carcase tags according to workplace requirements
- monitor operation of equipment and stocks of consumables
- recognise, select and record information accurately according to workplace requirements
- where applicable, generate reports of recorded information
- report equipment faults to supervisor
- apply relevant workplace health and safety requirements for tagging carcases
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- regulatory requirements for tagging carcases
- purpose of tagging information
- relevant workplace health and safety requirements for tagging carcases
- types of tags used and information recorded

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used;

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2063 Measure fat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to measure fat for the purposes of carcase grading.

This unit is applicable to workers in a registered meat processing premises such as an abattoir, boning room or game meat processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Conduct pre-operation check	1.1 Check fat measuring equipment according to workplace requirements to ensure it is in good working order 1.2 Calibrate equipment before the start of production, after each break, and whenever a blade is changed to ensure measurements are accurate 1.3 Check instruments regularly for wear at the start of each shift
2. Identify lots requiring fat measurement	2.1 Locate lots requiring measurement according to workplace requirements to determine the value, market destination and yield of meat 2.2 Assess possible damage to the measurement site and take appropriate action to ensure accuracy of measurement according to workplace requirements
3. Measure the fat	3.1 Take fat measurements according to workplace and species requirements 3.2 Cancel and promptly rectify incorrect measurements to prevent the transmission of incorrect measurements to the recording system
4. Record the fat measurement	4.1 Compare fat measurement with visual assessment of fat depth 4.2 Rerecord fat measurement according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2064C Measure fat.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2063 Measure fat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must measure fat for the purposes of carcase grading.

The candidate must:

- measure fat according to workplace requirements
- check and maintain equipment in accordance with work instructions
- observe relevant workplace health and safety requirements
- report equipment faults to supervisor
- read, record and report measurement information
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- purpose of fat measurements and regulatory requirements
- relevant workplace health and safety requirements
- sites for possible damage including hide stripper, air knife, bruising, excessive trim, wavy finish and soft siding, and appropriate actions to ensure incorrect measurements are not recorded
- possible causes of error in measurement such as contact plate not flat, blunt blade, bent blade, wrong site, dirty light diode and incorrect measuring action

Assessment Conditions

Assessment must be conducted in a registered operating meat processing plant.

Competency must be demonstrated while complying with a set standard for fat measurement such as AUS-MEAT.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2064 Label and stamp carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to label and stamp carcases in accordance with regulatory and workplace requirements.

This unit is applicable to workers in a registered meat processing premises such as an abattoir or game meat processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Label carcase to specification	1.1 Identify correct labels 1.2 Attach labels to carcase according to workplace and regulatory requirements 1.3 Monitor and replenish stocks of labels according to workplace requirements
2. Stamp or brand carcase to specification	2.1 Stamp carcases with appropriate (approved) Department of Agriculture or state meat authority stamps 2.2 Stamp carcases with establishment code or identification stamp 2.3 Brand carcases with workplace and/or AUS-MEAT grade brands in accordance with workplace requirements 2.4 Check stamps and brands for legibility

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2065C Label and stamp carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2064 Label and stamp carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must label and stamp carcases in accordance with regulatory and workplace requirements.

The candidate must:

- differentiate between the different types of labels
- differentiate between the different types of stamps and brands
- label and stamp carcase to hygiene and sanitation requirements
- label and stamp carcase to workplace and regulatory requirements
- consistently apply brands so they are legible
- observe relevant workplace health and safety requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- comply with security arrangements for stamps when not in use

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- security arrangements for stamps when not in use
- consequences of incorrect labelling, stamping or branding
- correct methods of attaching labels
- correct methods of stamping and branding
- relevant workplace health and safety requirements
- types of labels, stamps and brands, and when they are to be used

Assessment Conditions

Assessment must be conducted in an operating meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at the normal rate of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2065 Wash carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to wash a carcase or operate and monitor a wash cabinet to remove blood, bone dust or any other extraneous matter from a carcase.

This unit is applicable to workers in a registered meat processing premises such as an abattoir or game meat processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Wash carcase	1.1 Wash carcase to remove blood, bone dust or any other extraneous matter from a carcase 1.2 Wash carcase to workplace requirements 1.3 Wash carcase to workplace health and safety requirements 1.4 Identify types and sources of potential contamination and cross-contamination

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2066C Wash carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2065 Wash carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must decontaminate a carcase by washing, operating and monitoring a wash cabinet or any post trim contamination process.

The candidate must:

- wash the carcase to workplace requirements
- wash the carcase without causing contamination to the carcase

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- purpose of washing the carcase
- regulatory requirements applicable to washing carcases
- potential for contaminating the carcase during washing
- workplace requirements for washing the carcase
- why water usage should be kept to a minimum whilst washing the carcase

Assessment Conditions

Assessment must be conducted in a registered meat processing plant.

Competency must be demonstrated at the normal rate of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2066 Operate a decontamination unit

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a decontamination unit for carcases at a meat processing establishment.

This unit is applicable to workers operating or monitoring the operation of a decontamination unit, including hot water, steam or acid wash units.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Operate or monitor decontamination unit	1.1 Operate or monitor decontamination unit according to the workplace and/or manufacturer requirements 1.2 Undertake all start-up procedures according to workplace and/or manufacturer requirements 1.3 Operate or monitor decontamination unit safely according to workplace health and safety requirements 1.4 Monitor temperature or solution concentrations according to workplace and regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2067B Operate a decontamination unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2066 Operate a decontamination unit

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a decontamination unit for carcases coming off the slaughter floor.

The candidate must:

- operate equipment safely
- monitor a decontamination unit's operation
- report equipment faults to supervisor
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- function of the decontamination unit
- requirements for monitoring and what corrective action is to be taken if the unit does not function properly
- workplace and/or manufacturer operating requirements

Assessment Conditions

Assessment must be completed in a registered processing plant.

Competency must be demonstrated at normal plant throughput and over a period of time.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2067 Remove tenderloin

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove tenderloins from small stock.

This unit is applicable to workers removing fillets from small stock. This is usually done prior to the boning of small stock carcases.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Remove tenderloins	1.1 Remove tenderloins according to the work instructions 1.2 Remove tenderloins in accordance with workplace health and safety requirements 1.3 Inspect tenderloins for defects and contamination 1.4 Trim tenderloins or downgrade to 'inedible' where required 1.5 Store tenderloins in tubs correctly, where part of the work instructions 1.6 Keep knives sharp

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2068B Remove tenderloin.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2067 Remove tenderloin

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove tenderloins from small stock.

The candidate must:

- remove tenderloins according to the work instructions
- remove tenderloins in accordance with workplace health and safety requirements.
- identify defects and contamination
- take corrective actions if contamination occurs
- trim tenderloins or downgrade to 'inedible' where required
- store tenderloins in tubs correctly, where part of the work instructions.
- keep knives sharp
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- ways to minimise contamination and cross-contamination
- relevant regulatory requirements
- relevant work instructions and relevant workplace requirements
- potential defects and contamination
- sources of contamination and cross-contamination
- relevant cutting lines

Assessment Conditions

Assessment must be conducted in a registered processing plant.

Competency must be demonstrated at the normal chain speed over a period of time.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2068 Inspect meat for defects

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to routinely inspect meat cuts for defects, contamination and out-of-specification product prior to packing or further processing.

This unit is applicable to workers packing meat and offal in abattoirs, boning rooms, knackeries and wild game processing establishments as well as those unpacking and/or inspecting meat prior to further processing.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

\This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Inspect meat cuts for defects	1.1 Identify types of contamination to be detected including bone chips, fibre, grease, excreta, ingesta and bruising 1.2 Consistently detect and trim meat cuts with contamination defects or return them to the slicer for trimming 1.3 Promptly report consistent contamination problems to the supervisor
2. Identify meat that is outside specifications	2.1 Identify and trim out-of-specification meat or return to trimmer for re-working

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2071C Inspect meat for defects.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2068 Inspect meat for defects

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must routinely inspect meat cuts for defects, contamination and out-of-specification product prior to packing or further processing.

The candidate must:

- trim product free of defects in accordance with workplace requirements (where laid down in the employee's work instructions)
- inspect cuts for defects to workplace requirements
- follow the dropped meat policy
- identify trim out-of-specification meat
- detect contamination including ingesta, excreta, rail dust, grease, bruising, bone chips and fibres
- deal with contaminated meat cuts promptly to ensure segregation from meat to be packaged or further processed
- communicate with trimmers and/or supervisors regarding defect problems as needed and accept feedback
- dispose of contaminated trimmings into inedible product tubs
- apply relevant regulatory requirements
- observe relevant workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- nature and types of contaminants
- results of allowing contaminated meat to be packaged or further processed
- results of allowing out-of-specification cuts to be packaged or further processed
- workplace requirements for reporting consistent or repeated contamination of cuts or cuts out-of-specification
- relevant regulatory requirements
- relevant workplace health and safety requirements

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must occur in a registered processing plant or establishment.

Competency must be demonstrated at normal speed of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2069 Assemble and prepare cartons

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to prepare cartons and liners in response to production requirements.

This unit is applicable to workers in boning rooms, offal rooms, smallgoods factories, pet food premises, food services operations and wholesale butchery premises.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Assemble cartons	1.1 Assemble cartons in accordance with work instructions and production needs 1.2 Insert carton liners according to customer and workplace requirements 1.3 Assemble cartons or insert liners in accordance with workplace health and safety requirements 1.4 Follow manual handling guidelines
2. Maintain production flow of cartons	2.1 Monitor and maintain stocks of consumables according to work instructions 2.2 Keep work area clean and free of waste to ensure a hygienic and safe work environment 2.3 Forward assembled cartons to boning room promptly in line with production requirements 2.4 Maintain stocks of consumables and when necessary re-order in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2072C Assemble and prepare cartons.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2069 Assemble and prepare cartons

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must prepare cartons and liners in response to production requirements.

The candidate must:

- assemble cartons and place liners in accordance with work instructions and specifications
- maintain the flow of assembled cartons
- demonstrate the safe usage of any mechanical aids
- follow relevant importing country requirements
- report any shortages of consumables or get more consumables in accordance with work instructions
- perform any routine maintenance or monitoring of machines according to the work instructions
- maintain a safe, neat and clean work area
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- work instructions for assembling and preparing cartons
- importance of maintaining the integrity of packaging
- levels of consumables to be maintained
- relevant regulatory requirements
- relevant importing country requirements
- relevant workplace health and safety requirements for assembling and preparing cartons
- range and uses of packaging
- safe usage of any mechanical aids

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must occur in a registered processing plant or establishment.

Competency must be demonstrated at the normal speed of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2070 Identify cuts and specifications

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to accurately identify and select the meat cuts sliced and packed or retailed at a particular workplace.

This unit is applicable to workers in a registered meat processing premises such as a boning room, food service operations, game meat processing establishment, wholesale and retail butchery.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify meat cut specifications	1.1 Identify and explain elements of meat cut specification 1.2 Describe products to specification according to workplace procedures and customer requirements
2. Select products	2.1 Correctly sort products and select by specification according to workplace requirements 2.2 Accurately measure products to specification according to workplace procedures 2.3 Identify out-of-specification product and take corrective action according to work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2074C Identify cuts and specifications.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2070 Identify cuts and specifications

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must accurately identify and select the meat cuts sliced and packed or retailed at a particular workplace.

The candidate must:

- sort products by specification
- demonstrate methods of accurately classifying product by measurement and describing products to specification
- identify out-of-specification meat cuts and take corrective action according to workplace requirements
- apply relevant workplace health and safety requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- methods of accurately classifying product by measurement and describing products to specification
- hygiene and sanitation requirements
- consequences of out-of-specification meat cuts being packed and despatched or sold to a customer
- relevant workplace health and safety requirements
- relevant regulatory requirements
- cut and trim specifications employed in the workplace

Assessment Conditions

Competency must be demonstrated for the full range of meat cuts at a premises.

© Commonwealth of Australia, 2025 Skills Insight

Assessment documentation must be endorsed for species and cuts.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2071 Pack meat products

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to pack meat products in accordance with regulatory, workplace and customer requirements.

This unit is applicable to workers in a registered meat processing premises such as an abattoir (slaughter floor, offal room, tripe room, boning room), food service operations, wholesale butchery, game meat processing establishment or pet food premises.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Check packing area	1.1 Check packing area for hygiene and operational requirements prior to commencing work, in accordance with work instructions.
2. Pack meat product	2.1 Select product to be packed and check for defects according to customer and workplace requirements 2.2 Take corrective action according to workplace requirements if product is out-of-specification 2.3 Handle out-of-specification product according to workplace requirements 2.4 Select correct packaging materials according to workplace and customer requirements 2.5 Check packaging for defects in accordance with work instructions 2.6 Pack and arrange product according to workplace and customer requirements 2.7 Weigh product according to workplace and regulatory requirements, if this forms part of work instructions 2.8 Identify food safety hazards associated with packing and minimise them by implementing preventative measures 2.9 Identify and comply with workplace health and safety requirements for packing, including safe manual handling 2.10 Label packed product according to workplace requirements, if this forms part of work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2075C Pack meat products.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2071 Pack meat products

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must pack meat products in accordance with regulatory, workplace and customer requirements.

The candidate must:

- demonstrate the inspection and selection of meat products prior to packaging
- select and blend meat cuts and trimmings to meet customer specifications (where appropriate)
- pack and arrange product to workplace, customer and regulatory requirements
- accurately weigh a variety of products
- inspect packaging for defects and take appropriate action
- comply with workplace health and safety requirements for packing including safe handling
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- how a variety of products may need to be arranged for packing
- relevant labelling requirements
- requirements for inspection and grading of meat prior to packaging and the action to be taken if meat is outside specifications
- packaging requirements for the range of meat products to be packaged
- workplace, customer and regulatory requirements related to packing products

Assessment Conditions

Assessment must be conducted in an operating meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at a rate of packing that meets workplace requirements over a period of time.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2072 Operate carton sealing machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate carton sealing machines such as carton gluing machines and heat shrink wrap machines.

This unit is applicable to workers in a registered meat processing premises such as an abattoir (offal room, tripe room, boning room), food service operations, smallgoods factory, wholesale butchery, game meat processing establishment or pet food premises.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Operate sealing machine	1.1 Operate sealing machine in accordance with workplace requirements and manufacturer's specifications 1.2 Report defects promptly in accordance with workplace requirements
2. Maintain sealing machine	2.1 Maintain sealing machine in accordance with manufacturer's specifications and workplace requirements 2.2 Monitor consumables at designated intervals in accordance with workplace requirements 2.3 Refill consumables in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2081C Operate carton sealing machine.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2072 Operate carton sealing machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate carton sealing machines such as carton gluing machines and heat shrink wrap machines.

The candidate must:

- operate the carton sealing machine in accordance with manufacturer's specifications and workplace requirements
- operate the carton sealing machine in accordance with workplace health and safety requirements
- re-load the carton sealing machine with consumables
- report equipment faults to supervisor
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements related to sealing cartons
- operation of the carton sealing machine
- work instructions related to sealing cartons
- relevant regulatory requirements

Assessment Conditions

Assessment must occur in a meat processing or wholesaling operation.

Competency must be demonstrated at normal production speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2073 Operate carton scales

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to weigh carton meat, record carton details and check the meat cuts against the product description on the carton in accordance with workplace requirements.

This unit is applicable to workers in a registered meat processing premises such as an abattoir (offal room, tripe room, boning room), food service operations, smallgoods factory, wholesale butchery, game meat processing establishment or pet food premises.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Check scales	1.1 Check all scales regularly according to operational procedures and regulatory requirements to ensure weights are accurate 1.2 Check scales to ensure they read zero after taring 1.3 Notify appropriate personnel if scales are not accurate
2. Test weights	2.1 Combine clean and undamaged mass to determine maximum operational weight for production 2.2 Record scale readings at a minimum of two increments to ensure scales are checked accurately 2.3 Certify test weights in accordance with regulatory and workplace requirements
3. Record check measure	3.1 Accurately record all results of check measures according to workplace requirements 3.2 Verify results according to workplace requirements
4. Weigh carton	4.1 Weigh carton and read weight 4.2 Check net weight of carton to ensure compliance with workplace requirements and customer specifications 4.3 Record weight of carton where this forms part of work instruction

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2082C Operate carton scales.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2073 Operate carton scales

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must weigh carton meat, record carton details and check the meat cuts against the product description on the carton in accordance with workplace requirements.

The candidate must:

- weigh cartons accurately
- check carton contents against product description
- accurately complete scales records
- use correct scale check procedure
- identify specific scales problems and specify the action required to maintain weighing standards
- report equipment faults to supervisor
- apply relevant workplace health and safety requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- consequences of incorrect operation of scales
- enterprise and regulatory requirements for operating and testing scales
- relevant workplace health and safety requirements

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2074 Operate strapping machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a carton strapping machine.

This unit is applicable to any workplace where meat products or pet meat product are packed in cartons and the cartons are strapped either manually or automatically.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Strap carton	1.1 Move carton to strapper and strap securely 1.2 Strap cartons to workplace standards 1.3 Operate carton strapping machine in accordance with workplace requirements 1.4 Operate carton strapping machine in accordance with workplace health and safety requirements
2. Maintain strapping machine	2.1 Perform start-up checks and procedures in accordance with workplace requirements (where relevant) 2.2 Re-load strapping machine in accordance with manufacturer and workplace requirements, where required 2.3 Report defective machine operation promptly in accordance with workplace requirements 2.4 Maintain strapping machine in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2083C Operate strapping machine.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2074 Operate strapping machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a carton strapping machine.

The candidate must:

- operate the strapping machine according to manufacturer specifications and work instructions
- use correct procedure for applying carton seals
- monitor the strapping machine and strapping progress
- recognise and correct strapping faults including obscured labels
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety hazards and requirements associated with the operation of strapping machines
- the need to maintain intact and undamaged cartons by strapping
- purpose of strapping cartons
- work instructions for operating a carton strapping machine
- relevant regulatory requirements

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2075 Operate carton forming machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a carton forming machine.

This unit is applicable to workers in a registered meat processing premises such as an abattoir (offal room, tripe room, boning room), food service operations, smallgoods factory, wholesale butchery, game meat processing establishment or pet food premises.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Start-up and maintain carton forming machine	1.1 Identify and complete start-up procedures according to work instructions and manufacturer's specifications 1.2 Complete daily maintenance routines as specified in work instructions and manufacturer's specifications
2. Operate carton forming machine	2.1 Operate carton forming machine in accordance with workplace requirements 2.2 Form cartons to workplace standards 2.3 Monitor carton blanks to ensure compliance with Quality Assurance (QA) requirements 2.4 Operate carton forming machine in accordance with workplace health and safety requirements 2.5 Monitor cartons to ensure compliance with specifications 2.6 Maintain flow of assembled cartons to meet daily production requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2084C Operate carton forming machine.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2075 Operate carton forming machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a carton forming machine.

The candidate must:

- start-up and maintain carton forming equipment according to work instructions and manufacturer specifications
- operate carton forming machine in accordance with work instructions
- identify and comply with workplace health and safety requirements related to operating carton forming equipment
- maintain the flow of cartons
- monitor the inflow of carton blanks to ensure compliance with QA requirements
- monitor outflow of formed cartons to ensure compliance with QA requirements
- follow reporting procedures for defects in carton formation
- report equipment faults according to workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- QA requirements for operating a carton forming machine
- the importance of maintaining flow of cartons
- relevant regulatory requirements

Assessment Conditions

Assessment must be conducted in a meat processing plant.

Carton forming machinery has to be operated to meet normal production requirements.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2076 Operate automatic CL determination machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to set up and monitor the operation of an automatic chemical lean (CL) percentage determination machine for carton meat.

This unit is applicable to boning room operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Operate and monitor CL determination machine	1.1 Operate and monitor CL determination machine in accordance with workplace requirements 1.2 Monitor and report out-of-specification performance of machine in accordance with workplace requirements
2. Maintain CL determination machine	2.1 Perform routine maintenance of CL determination machine in accordance with manufacturer specifications and workplace requirements 2.2 Report major maintenance problems promptly in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2085C Operate automatic CL determination machine.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2076 Operate automatic CL determination machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must set up and monitor the operation of an automatic chemical lean (CL) percentage determination machine for carton meat.

The candidate must:

- follow start-up and shut-down procedures as specified in manufacturer specifications and workplace requirements
- isolate out-of-specification cartons in accordance with work instructions
- apply relevant workplace health and safety requirements
- apply relevant regulatory requirements
- use relevant communication skills relevant to work instructions
- perform routine maintenance of CL determination machine in accordance with manufacturer specifications and workplace requirements
- report major maintenance problems promptly in accordance with workplace requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- start-up and monitoring procedures for CL determination machines
- general principles of CL determination
- action required if out-of-specification cartons are detected
- relevant workplace health and safety requirements
- relevant regulatory requirements

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2077 Operate bag forming equipment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the knowledge and skills required to form bags as part of a vacuum packaging process.

This unit is applicable to workers required to form bags of different sizes in a boning room. These bags are then used in vacuum packaging lines.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Form bags	1.1 Undertake start-up procedures according to workplace requirements 1.2 Check consumables to ensure minimum requirements for production are available 1.3 Identify packaging specifications for the run 1.4 Form bags according to work instructions 1.5 Form bags safely in accordance with workplace health and safety requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2086B Operate bag forming equipment.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2077 Operate bag forming equipment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must form bags as part of a vacuum packaging process.

The candidate must:

- conduct start-up procedures to workplace requirements
- form bags according to workplace requirements
- operate machinery safely to workplace health and safety requirements
- maintain supply of consumables
- report equipment faults according to workplace requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- start-up and operating procedures for bag forming machinery
- relevant regulatory requirements
- hygiene requirements for forming bags
- workplace health and safety hazards associated with machinery operation
- different packaging specifications

Assessment Conditions

Assessment must be conducted in a meat processing plant.

Bag forming machinery must be operated to meet normal production requirements.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2080 Assess dentition

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to assess dentition and record the results.

This unit is applicable to meat workers on a slaughter floor.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Expose all incisor teeth	1.1 Expose incisor teeth 1.2 Differentiate permanent incisors from milk teeth 1.3 Count the number of permanent incisors correctly 1.4 Assess dentition to workplace, regulatory and workplace health and safety requirements 1.5 Follow sterilisation techniques prior to, and during, the assessment of dentition
2. Record the dentition	2.1 Identify the number of permanent incisor teeth and accurately record or mark carcase in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2091C Assess dentition.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2080 Assess dentition

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must assess dentition and record the results.

The candidate must:

- work cleanly to assess dentition and to avoid the risks of contamination of the carcase
- identify and record the number of permanent incisor teeth according to work instructions
- apply numeracy skills relevant to relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- dentition as a measure of animal age
- anatomical aspects of dentition
- importance and value of accurate dentition assessment
- workplace requirements for recording dentition

Assessment Conditions

Assessment must occur in an operating abattoir under normal processing conditions.

Dentition assessment must be performed at a pace that is the same as the pace of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2081 Drop tongue

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove the tongue from the head of an animal in accordance with specifications.

This unit is applicable to workers in an abattoir, knackery or wild game processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Remove tongue	1.1 Release tongue from the jawbone 1.2 Remove tongue in accordance with workplace requirements and customer specifications 1.3 Inspect tongue for defects and appropriate action taken 1.4 Place tongue in chute or stored for further processing

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2092C Drop tongue.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2081 Drop tongue

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove the tongue from the head of an animal in accordance with specifications.

The candidate must:

- use appropriate knife skills to remove tongue
- work cleanly to avoid the risks of contamination of the head meat
- use appropriate sterilisation techniques prior to, and during, the removal of tongue
- follow workplace health and safety requirements to remove tongue
- apply relevant workplace health and safety and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- relevant anatomy of tongue
- work instructions for dropping tongue
- customer specifications and workplace requirements for tongue
- relevant workplace health and safety and regulatory requirements
- possible sources of contamination and measures used to avoid it

Assessment Conditions

Assessment must be conducted on a slaughter floor.

Competency must be demonstrated at the normal rate of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2082 Wash head

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to wash a head by flushing and hosing after removal from the carcase.

This unit is applicable to workers on slaughter floors and in wild game processing establishments.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Identify contamination	1.1 Identify sources and causes of head meat contamination 1.2 Remove contamination and/or report to workplace requirements
2. Wash head	2.1 Flush head and all head cavities to workplace health and safety requirements 2.2 Sterilise equipment to workplace requirements 2.3 Place head on the rail or hook in the same sequence as the carcase on the chain, ensuring that heads do not touch

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2093C Wash head.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2082 Wash head

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must wash a head by flushing and hosing after removal from the carcase.

The candidate must:

- work cleanly to avoid the risks of contamination of head meat
- identify types of visible contamination on heads
- flush head and all head cavities to workplace health and safety requirements
- sterilise equipment to workplace requirements
- place head on the rail or hook in the same sequence as the carcase on the chain, ensuring that heads do not touch
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene and sanitation requirements related to washing head
- workplace health and safety requirements related to washing head
- purpose of washing head
- workplace requirements related to head washing
- relevant regulatory requirements

Assessment Conditions

Assessment must be conducted in an operating meat processing plant.

Competency must be demonstrated under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2083 Bone head

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove recoverable meat from a head (including but not limited to cheek meat).

This unit is applicable to workers recovering head meat in excess of exterior cheek meat. This work usually (but not always) involves removing meat from the outside of the upper and lower jaws and inside the lower jaw, jaw sockets and atlanta bone area.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify steps in head dressing	1.1 Identify and explain steps in head dressing to workplace requirements and customer specifications 1.2 Identify sources of potential contamination 1.3 Identify types of head meat for recovery according to workplace requirements 1.4 Identify and explain specific hygiene and sanitation requirements for work instructions
2. Bone head	2.1 Clean and sterilise equipment to workplace requirements 2.2 Identify and follow workplace health and safety requirements 2.3 Bone head according to workplace requirements 2.4 Bone head to maximise yield

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2094C Bone head.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2083 Bone head

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove recoverable meat from a head (including but not limited to cheek meat).

The candidate must:

- identify types of head meat for recovery according to workplace requirements
- follow steps in head dressing to workplace requirements and customer specifications
- follow specific hygiene and sanitation requirements
- clean and sterilise equipment to workplace requirements
- follow workplace health and safety requirements
- bone head according to workplace requirements
- bone head to maximise yield
- identify sources of potential contamination
- work cleanly to avoid the risks of contamination of the head meat
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- importance of maximising yield
- relevant regulatory requirements
- relevant anatomy of head
- sources of potential contamination and cross-contamination
- head meat to be boned

Assessment Conditions

Assessment of skills must occur in an operating meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated under normal production conditions and at normal speed of production over a period of time.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2084 Remove cheek meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove the cheek meat from a head cleanly and safely.

This unit is applicable to workers removing cheek meat either on a slaughter floor or in a head room.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element
1. Remove cheek meat	1.1 Remove cheek meat in accordance with workplace requirements 1.2 Identify and meet workplace health and safety requirements 1.3 Forward edible cheek meat for further processing in accordance with workplace requirements 1.4 Place trimmings or defects in inedible bins or chutes in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2095C Remove cheek meat.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2084 Remove cheek meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove the cheek meat from a head cleanly and safely.

The candidate must:

- identify heads that have been passed for human consumption, condemned or downgraded to pet food
- identify defects and contamination and take action according to workplace requirements
- remove cheek meat in accordance with workplace requirements
- forward edible cheek meat for further processing in accordance with workplace requirements
- place trimmings or defects in inedible bins or chutes in accordance with workplace requirements
- follow workplace health and safety requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- potential sources of contamination of cheek meat
- workplace health and safety, and hygiene and sanitation requirements related to removal of cheek meat
- recoverable meat from head
- relevant regulatory requirements
- defects and contamination

Assessment Conditions

Assessment must be conducted in an operational slaughtering establishment.

Competency must be demonstrated at the normal speed of the chain.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration of competency for the assessor
- workplace referee or third party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2085 Bar head and remove cheek meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to bar heads and remove cheek meat.

This unit is applicable to workers recovering cheek meat on slaughter floors or in a head room.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Bar heads	1.1 Identify steps involved in barring heads and removing cheek meat 1.2 Bar head according to workplace requirements 1.3 Identify and meet workplace health and safety requirements 1.4 Identify sources of contamination and cross-contamination
2. Remove cheek meat	2.1 Remove cheek meat according to workplace requirements. 2.2 Remove cheek meat in accordance with workplace health and safety requirements 2.3 Identify types and sources of contamination and cross-contamination 2.4 Forward edible cheek meat for further processing in accordance with workplace requirements 2.5 Place trimmings or defects in inedible bins or chutes in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2096C Bar head and remove cheek meat.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2085 Bar head and remove cheek meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must bar heads and remove cheek meat.

The candidate must:

- bar head according to workplace, health and safety, and hygiene and sanitation requirements
- identify heads that have been passed for human consumption, condemned or downgraded to pet food
- identify defects and contamination and take action according to workplace requirements
- remove cheek meat in accordance with workplace requirements
- forward edible cheek meat for further processing in accordance with workplace requirements
- place trimmings or defects in inedible bins or chutes in accordance with workplace requirements
- follow workplace health and safety requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene and workplace health and safety requirements
- sources of contamination and cross-contamination
- steps involved in barring heads and removing cheek meat
- uses of cheek meats

Assessment Conditions

Assessment must be conducted in an operating slaughtering establishment.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at a rate that is the same as the speed of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2086 Process thick skirts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to process thick skirts.

This unit is applicable to workers processing thick skirts on the slaughter floor or in an offal room.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Process thick skirts	1.1 Identify steps involved in processing thick skirts 1.2 Identify defects in thick skirts including disease and incorrect cutting lines 1.3 Process thick skirts to workplace health and safety, hygiene and sanitation requirements 1.4 Trim thick skirts according to workplace requirements. 1.5 Place trim in appropriate bin or chute 1.6 Identify and report sources of contamination and cross-contamination, or rectify according to workplace documents

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2102C Process thick skirts.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2086 Process thick skirts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must process thick skirts.

The candidate must:

- explain the steps involved in processing thick skirts
- identify and report defects in cutting lines in accordance with workplace requirements
- process thick skirts to workplace requirements
- trim thick skirts according to workplace requirements
- place trim in appropriate bin or chute in accordance with workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- steps involved in processing thick skirts
- possible defects in thick skirts
- hygiene and sanitation requirements for processing thick skirts
- workplace health and safety requirements for processing thick skirts
- relevant regulatory requirements
- sources of contamination and cross-contamination

Assessment Conditions

Assessment must be conducted in a meat processing plant.

Competency must be demonstrated at the normal pace of processing over a period of time.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2087 Process thin skirts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to recover thin skirts as part of an offal room operation.

This unit is applicable to workers processing thin skirts in an abattoir.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Process thin skirts	1.1 Identify steps involved in processing thin skirts 1.2 Identify defects in thin skirts including disease and incorrect cutting lines 1.3 Skin and trim thin skirts according to workplace requirements 1.4 Skin and trim thin skirts according to workplace health and safety requirements 1.5 Place trim in appropriate bin or chute 1.6 Identify and report sources of contamination and cross-contamination, or rectify according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2115C Process thin skirts.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2087 Process thin skirts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must recover thin skirts as part of an offal room operation.

The candidate must:

- identify and explain the steps in processing thin skirts
- skin and trim skirts to workplace requirements and at production speed
- place trim in appropriate bin or chute according to workplace requirements
- identify and report defects in cutting lines according to workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene and sanitation requirements
- workplace health and safety requirements
- relevant regulatory requirements
- steps involved in processing thin skirts

Assessment Conditions

Assessment must be conducted in a registered operating meat processing plant.

Competency must be demonstrated at the normal rate of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2088 Process offal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to process offal in an abattoir situation.

This unit is applicable to workers processing offal in an abattoir.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Process offal	1.1 Identify and describe steps involved in processing four types of offal 1.2 Inspect offal and identify defects, including disease and contamination 1.3 Trim offal connective tissue and other material according to workplace and health and safety requirements 1.4 Place trim in the appropriate bin or chute according to workplace requirements 1.5 Identify types and sources of contamination

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2116B Process offal.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2088 Process offal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Competency must be demonstrated in processing a minimum of four (4) types of offal.

The candidate must:

- identify contamination and defects and take corrective action
- identify defects in offal including disease (including Ovine Johne's Disease (OJD)), parasite damage and contamination
- apply relevant regulatory requirements
- wash offal (where required) according to workplace requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene and sanitation requirements related to processing offal
- workplace health and safety requirements related to processing offal
- relevant regulatory requirements
- sources of contamination and cross-contamination

Assessment Conditions

Assessment must be conducted in a registered operating meat processing plant.

Competency must be demonstrated at the normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2089 Process runners

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to process runners as part of a runner room operation.

This unit is applicable to workers processing runners in an abattoir.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Overview runner processing	1.1 Identify steps in processing the runners 1.2 Identify uses of runners 1.3 Identify and explain runner specifications, defects and grading 1.4 Identify and comply with hygiene and sanitation requirements for the runner room 1.5 Identify and comply with workplace health and safety requirements for the runner room
2. Hang digestive tract on carousel	2.1 Take digestive tract from holding bins and hang on carousel, where part of work instructions
3. Strip runners from digestive tract	3.1 Strip and place runners in ringers according to workplace requirements 3.2 Remove waste material on carousel and place in inedible bin or chute
4. Wash, grade and pack runners	4.1 Wash runners and strip excess water 4.2 Count runners into bins 4.3 Inspect runners for defects and grade 4.4 Add brine mix or salt to bins and seal bins in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Equivalent to MTMP2117B Process runners.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2089 Process runners

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must process runners as part of a runner room operation.

The candidate must:

- process runners to workplace requirements
- comply with hygiene and sanitation requirements
- demonstrate measures to minimise contamination
- identify defects in runners including disease, damage and contamination
- store runners according to workplace procedures and specifications
- dispose of runners not fit for consumption in the appropriate chute or bin
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene and sanitation requirements
- runner specifications and grading
- sources of contamination and cross-contamination
- relevant regulatory requirements

Assessment Conditions

Assessment must be conducted in a registered operating meat processing plant.

Competency must be demonstrated at the normal rate of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2100 Overview offal processing

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to develop an understanding of the processing of offal in abattoirs, the uses of offal and the hygiene, Quality Assurance (QA) and workplace health and safety requirements for offal processing areas.

This unit is applicable to workers employed in meat processing plants where offal is recovered, washed, trimmed and packed.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element
1. Identify the steps in offal processing in the plant	1.1 Identify types of offal processed, their uses and markets 1.2 Identify steps in processing, packing and storage of offal 1.3 Identify types of packaging 1.4 Identify chutes and bins used in the offal room 1.5 Identify storage locations and requirements
2. Identify production requirements	2.1 Identify and explain production requirements for offal 2.2 Identify regulatory requirements and customer specifications for offal 2.3 Identify and explain specific hygiene and sanitation requirements for offal processing areas 2.4 Identify and explain specific workplace health and safety requirements for offal processing areas 2.5 Identify types and sources of offal contamination

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Equivalent to MTMP2118B Overview offal processing.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2100 Overview offal processing

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must explain processing of offal in abattoirs, the uses of offal and the hygiene, Quality Assurance (QA) and workplace health and safety requirements for offal processing areas.

The candidate must:

- identify types of offal processed at the plant
- identify and explain all the steps in offal processing in the plant
- identify and explain all the plant offal processing production requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- defects in offal and procedures for reporting defects
- importance of the storage procedures for offal
- nature and importance of customer trim specifications and grades
- uses of edible offal including for pharmaceuticals and human consumption

Assessment Conditions

Assessment must be conducted in an abattoir.

Competency must be demonstrated at the normal chain speed over a period of time.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2101 Prepare and trim honeycomb

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to trim honeycomb and prepare it for further processing.

This unit is applicable to tripe room operations where honeycomb is recovered.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Trim honeycomb	1.1 Identify and trim defects in honeycomb 1.2 Trim honeycomb according to workplace requirements 1.3 Trim honeycomb according to workplace health and safety requirements 1.4 Put trim in appropriate bin or chute according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2121C Prepare and trim honeycomb

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2101 Prepare and trim honeycomb

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must trim honeycomb and prepare it for further processing.

The candidate must:

- trim honeycomb and remove defects to specifications, workplace, workplace health and safety, and hygiene and sanitation requirements
- identify sources of contamination
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- steps in tripe processing
- impact of inadequately trimmed product being packed
- relevant regulatory requirements
- sources of contamination
- honeycomb and trim specifications

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2102 Recover mountain chain

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to trim the rumen to recover the mountain chain for further processing.

This unit is applicable to workers in the tripe or paunch room of an abattoir.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX309 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Recover mountain chain	1.1 Trim rumen to recover the mountain chain according to workplace and workplace health and safety requirements
2. Trim mountain chain	2.1 Identify and trim defects in mountain chain to workplace requirements 2.2 Trim mountain chain in accordance with workplace requirements and customer specifications 2.3 Place trim in appropriate bin or chute in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2122C Recover mountain chain

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2102 Recover mountain chain

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must trim the rumen to recover the mountain chain for further processing.

The candidate must:

- trim mountain chain in accordance with specifications, workplace, workplace health and safety, Quality Assurance (QA), and hygiene and sanitation requirements
- recognise and trim defects
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- specifications for mountain chain
- impact of inadequately trimmed product being packed or processed
- relevant regulatory requirements

Assessment Conditions

Competency must to be demonstrated at normal chain speed and an acceptable rate of recovery must be achieved.

Assessment must occur in the workplace under normal production conditions.

The following three forms of assessment must be used:

- demonstration in the workplace or simulated environment
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2103 Further process tripe

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required for the further processing of tripe, including scalding and bleaching.

This unit is applicable to workers in a tripe room of an abattoir.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Operate tripe processing equipment	1.1 Follow routine start-up procedures according to workplace requirements 1.2 Complete routine maintenance and cleaning according to work instructions 1.3 Operate processing equipment according to workplace requirements 1.4 Report defects in equipment operation according to workplace requirements 1.5 Follow housekeeping procedures
2. Further process tripe	2.1 Select, inspect and place tripe in equipment according to work instructions 2.2 Process tripe to workplace and health and safety requirements 2.3 Inspect further processed tripe to ensure it meets customer specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2123C Further process tripe

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2103 Further process tripe

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must further process tripe, including scalding and bleaching.

The candidate must:

- further process tripe to workplace, health and safety, hygiene and sanitation, and Quality Assurance (QA) requirements
- identify defects in tripe
- operate the equipment to workplace, health and safety, hygiene and sanitation, and QA requirements
- communicate and cooperate with team members to maintain the flow of tripe through the processing area
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- steps in the processing of tripe
- tripe trim specifications
- customer specifications for processed tripe
- hygiene and sanitation requirements for the further processing of tripe
- impact of inadequately processed product being packed
- operation of the equipment for the further processing of tripe
- relevant regulatory requirements

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2104 Trim processed tripe

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to inspect and trim processed tripe to customer specifications and workplace requirements.

This unit is applicable to workers employed in tripe room operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Inspect tripe	1.1 Inspect tripe to ensure it complies with customer specifications 1.2 Identify and manage defects according to workplace requirements
2. Trim processed tripe	2.1 Trim tripe to workplace and health and safety requirements 2.2 Trim tripe to customer specifications 2.3 Place trimmed waste in inedible bin or chute according to workplace requirements
3. Store tripe	3.1 Store processed and trimmed tripe according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2124C Trim processed tripe

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2104 Trim processed tripe

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must inspect and trim processed tripe to customer specifications and workplace requirements.

The candidate must:

- inspect tripe and trim defects according to workplace, health and safety, hygiene and sanitation requirements
- identify defects in tripe
- dispose of waste into correct bins according to workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- impact of inadequately trimmed product being packed
- steps in tripe processing
- work instructions for inspecting and trimming processed tripe
- tripe trim specifications
- relevant regulatory requirements

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2105 Process small stock tripe

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to process small stock tripe or paunch.

This unit is applicable to workers in mutton, lamb or goat processing plants where paunches are recovered and processed.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Hang tripe	1.1 Hang tripe according to workplace requirements
2. Cut and empty paunch	2.1 Cut paunch and empty contents in accordance with workplace requirements to prevent cross-contamination 2.2 Process paunch in accordance with workplace health and safety requirements
3. Trim tripe to specifications	3.1 Identify and trim defects in accordance with workplace requirements 3.2 Trim tripe into edible and inedible components in accordance with workplace requirements and customer specifications 3.3 Trim tripe in accordance with workplace health and safety requirements 3.4 Place trimmed waste into inedible bin or chute in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2125C Process small stock tripe

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2105 Process small stock tripe

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must process small stock tripe or paunch.

The candidate must:

- empty and clean paunch in accordance with workplace, health and safety, hygiene and sanitation and Quality Assurance (QA) requirements
- deposit waste in correct bins and keep work area neat and tidy
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- steps in tripe processing
- tripe trim specifications
- consequences of inadequately trimmed product being packed
- workplace health and safety requirements for small stock tripe processing
- QA requirements for small stock tripe processing
- workplace and customer tripe specifications
- relevant regulatory requirements

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed over a period of time.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2106 Process bibles

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to process bibles as part of a tripe room operation.

This unit is applicable to workers employed in tripe room operations.
All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Process bibles	1.1 Trim bibles according to workplace requirements and specifications 1.2 Identify defects in bibles, including disease and incorrect cutting lines, according to workplace requirements 1.3 Identify and meet workplace health and safety requirements 1.4 Place trim in appropriate bin or chute according to workplace requirements 1.5 Identify types and sources of contamination and cross-contamination

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2126C Process bibles

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2106 Process bibles

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must process bibles as part of a tripe room operation.

The candidate must:

- trim bibles according to workplace, health and safety, Quality Assurance (QA), and hygiene and sanitation requirements and specifications
- identify defects in cutting lines and report to supervisor according to work instructions
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene and sanitation requirements associated with processing bibles
- workplace health and safety requirements associated with processing bibles
- relevant regulatory requirements
- steps in processing bibles

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2107 Process maws

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to process pig maws.

This unit is applicable to workers required to process pig stomachs (maws). This may or may not involve scalding maws.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Wash and trim maws	1.1 Inspect and rinse maws according to work instructions 1.2 Trim maws of excess fat according to workplace specifications 1.3 Store maws according to workplace requirements
2. Tumble and drain maws	2.1 Inspect and process maws in a tumbler according to workplace work instructions 2.2 Inspect maws according to workplace health and safety requirements
3. Scald maws	3.1 Scald maws according to work instruction, if required 3.2 Operate scalding unit according to workplace requirements, if required

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2127B Process maws

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2107 Process maws

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must process pig maws.

The candidate must:

- wash, trim and inspect maws according to the work instruction and workplace health and safety requirements
- work efficiently in teams and individually
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- maws specifications
- relevant work instructions
- relevant regulatory requirements

Assessment Conditions

Assessment must occur in an operating tripe processing room Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2108 Loadout meat product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to load meat products onto trucks and/or containers.

This unit is applicable to workers in a registered meat processing premises such as an abattoir, knackery, boning room, food service operations, smallgoods factory, wholesale butchery, wild game field depot or game meat processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify product	1.1 Identify product required for order in accordance with workplace requirements and customer specifications 1.2 Correctly record temperature of product in accordance with workplace requirements 1.3 Check brands or labels against order
2. Consolidate order	2.1 Check product order to ensure it is complete before loading 2.2 Assemble carcases in hanging yard or palletise carton meat in accordance with workplace and health and safety requirements, where required
3. Loadout product	3.1 Handle order in accordance with hygiene and sanitation, and food safety requirements 3.2 Load product into transport vehicle, container or refrigerated storage in accordance with workplace requirements 3.3 Identify and meet workplace health and safety requirements 3.4 Meet security requirements for products in accordance with regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2132C Loadout meat product

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2108 Loadout meat product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must load meat products onto trucks and/or containers.

The candidate must:

- ensure that all points leading to the loadout area are open and relevant points are closed when handling carcases on the rail
- loadout product to workplace, health and safety and regulatory requirements and customer specifications.
- use loading machinery and technology according to workplace and manufacturer's specifications
- check brands and correctly label product when part of loadout procedures
- correctly identify products
- accurately record temperatures
- accurately weigh product where part of loadout procedures
- identify and comply with regulatory requirements for loadout including security arrangements for containers and trucks
- identify causes of cross contamination of carcases during manual handling
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety, regulatory, hygiene and sanitation requirements related to loadout of product
- purpose and nature of relevant documentation
- security requirements related to loadout
- impact of weather conditions at loadout from wild game depots e.g. rain (where applicable)

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in a registered operating meat processing plant or game depot.

Competency must be demonstrated at the normal rate of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2109 Store carcase product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to move carcases safely and hygienically into and out of freezers and chillers using a rail system.

This unit is applicable to workers in large-scale chiller or freezer storage facilities.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Store carcase product	1.1 Use rails according to workplace requirements to transfer carcase product to storage area 1.2 Transport carcase meat product to designated area for storage according to workplace and health and safety requirements 1.3 Identify and store carcase meat product in appropriate area according to workplace requirements 1.4 Store carcase meat product at correct temperature according to workplace and regulatory requirements 1.5 Meet specific workplace health and safety requirements related to working in cold areas and manual handling

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2133C Store carcase product

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2109 Store carcase product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must move carcases safely and hygienically into and out of freezers and chillers using a rail system.

The candidate must:

- measure and record temperature if part of workplace requirements
- move carcase according to workplace, health and safety, hygiene and sanitation, Quality Assurance (QA) and regulatory requirements
- store carcase product according to workplace, health and safety, hygiene and sanitation, QA and regulatory requirements
- explain workplace requirements related to storing carcase product
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- handling procedures for carcase product
- hygiene and sanitation requirements related to storing carcase product
- methods of product transfer
- workplace health and safety requirements to reduce potential risks
- potential workplace health and safety risks related to storing carcase product, transferring carcases on a rail, and working in a cold environment
- regulatory requirements related to storing carcase product
- importance of storing product at the required ambient temperature

Assessment Conditions

Assessment must be conducted in a large-scale chilling or freezing facility.

Competency must be demonstrated under normal operating conditions.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2110 Store carton product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to safely and hygienically store and refrigerate carton meat in chillers and freezers.

This unit is applicable to those working in chiller or freezer meat storage facilities at boning rooms, meat processing plants, wholesalers, wild game processing plants, food services operations, cold stores or smallgoods processing enterprises.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Store carton meat product	1.1 Transport, rack or palletise carton meat product in accordance with workplace and health and safety requirements 1.2 Identify carton meat product according to labelling 1.3 Store carton meat product in appropriate area in accordance with workplace requirements 1.4 Store carton meat product at required temperature 1.5 Check temperature (if part of work instructions) 1.6 Meet workplace health and safety requirements related to working in refrigerated areas

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2134C Store carton product

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2110 Store carton product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must safely and hygienically store and refrigerate carton meat in chillers and freezers.

The candidate must:

- identify types of product stored
- use correct handling techniques for storing carton product
- demonstrate methods of racking, palletising and transferring product in accordance with workplace, health and safety, hygiene and sanitation, and Quality Assurance (QA) requirements
- store carton product in accordance with workplace, health and safety, hygiene and sanitation, and QA requirements
- identify and apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements related to manual handling of carton meat products
- workplace health and safety requirements related to working in refrigerated areas
- importance of storing meat at required temperature
- meat storage requirements
- possible causes of contamination of carton meat
- specific workplace health and safety risks related to storage of carton product and working in a cold environment

Assessment Conditions

Assessment must be conducted in a registered operating meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at the normal rate of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2111 Locate storage areas and product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to identify and nominate specific storage locations and the product stored in them.

This unit is applicable to workers in a registered meat processing premises such as a cold storage business, chilling and freezing areas of the abattoirs, food service operations, smallgoods factory, wholesale butchery, game meat processing establishment or pet food premises.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Locate storage area	1.1 Receive and apply information containing stock location to workplace requirements. 1.2 Follow and apply workplace signs, codes and labels to workplace standards and regulatory requirements.
2. Identify product	2.1 Correctly identify product in accordance with workplace documentation, signs, codes, labels and brands. 2.2 Assess information on product location either electronically or manually from company records. 2.3 Check product for quality in accordance with workplace quality standards.
3. Check product	3.1 Check product storage to ensure workplace requirements are met. 3.2 Pick, count, consolidate, replenish or adjust product to meet workplace, customer and regulatory requirements. 3.3 Identify routine problems with product storage area and take corrective action in accordance with workplace requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Ths unit is equivalent to MTMP2135C Locate storage areas and product

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2111 Locate storage areas and product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must identify and nominate specific storage locations and the product stored in them. The candidate must:

- identify any problems related to storage of products and take the corrective action detailed in work instruction
- locate storage areas for a variety of products
- identify products accurately
- apply relevant workplace health and safety requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- purpose of product segregation
- relevant workplace health and safety requirements
- products stored and their storage requirements

Assessment Conditions

Assessment must occur in the workplace under normal operating conditions.

Competency must be demonstrated under normal utilisation of chiller or freezer facilities.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2112 Complete re-pack operation

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to re-pack carton meat products after the carton is damaged. The technical skills relate to re-packing the cartons, and the administrative skills relate to completing the records associated with the re-pack operation.

This unit is applicable to workers in a registered meat processing premises such as a cold storage business, loadout areas of abattoirs, food service operations, smallgoods factory, wholesale butchery, game meat processing establishment or pet food premises.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Re-pack cartons	1.1 Identify carton defects requiring re-packs according to workplace requirements 1.2 Identify and meet workplace health and safety requirements for re-pack, including manual handling 1.3 Re-pack cartons according to workplace requirements
2. Complete re-pack documentation	2.1 Complete re-pack documentation according to workplace and regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Equivalent to MTMP2136C Complete re-pack operation

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2112 Complete re-pack operation

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must re-pack carton meat products after the carton is damaged.

The candidate must:

- identify carton defects
- identify cartons to be re-packed
- re-pack cartons in accordance with workplace requirements
- generate new labels for re-pack
- complete all necessary documentation correctly
- identify possible types and sources of contamination and cross-contamination and explain preventative measures
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- consequences of incorrect re-pack procedure
- documentation requirements for re-pack operations
- re-pack procedures

Assessment Conditions

Assessment must be conducted in a registered operating meat processing plant.

Competency must be demonstrated at the normal rate of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2113 Bag carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to bag carcases in a chiller.

This unit is applicable to workers bagging carcases usually in meat processing plants prior to loadout or freezing.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Prepare bagging materials	1.1 Check bagging consumables prior to the start of the shift to ensure an adequate supply 1.2 Check brands or stamps 1.3 Check supply of label
2. Bag carcase	2.1 Bag carcase according to workplace requirements including hygiene and health and safety requirements 2.2 Stamp and label carcases according to workplace requirements, where applicable 2.3 Move carcases on rails in chillers, freezers and loadout areas according to workplace, hygiene and workplace health and safety requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2137B Bag carcase

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2113 Bag carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must bag carcases in a chiller.

The candidate must:

- observe workplace health and safety requirements for working in chillers
- maintain product segregation as required
- move carcases around chillers and into freezers in accordance with workplace requirements
- use communication skills relevant to work instructions
- use workplace equipment and technology according to workplace requirements
- bag carcases according to workplace and regulatory requirements
- apply work instruction for the bagging of carcases
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- labelling requirements for different markets and customers
- potential sources of contamination and control methods to minimise contamination
- relevant regulatory requirements
- bagging requirements for different markets and customers

Assessment Conditions

Assessment must be conducted in a meat processing plant.

Competency must be demonstrated at normal with the speed of production.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2114 Overview offal processing on the slaughter floor

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to process offal on the slaughter floor.

This unit is applicable to slaughter floor operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Identify the types of offal	1.1 Identify types of offal 1.2 Identify sources of contamination and cross-contamination of offal 1.3 Explain consequences of damage or contamination of offal
2. Identify the flow of offal and processing steps on the slaughter floor	2.1 Follow steps for handling offal on the slaughter floor 2.2 Identify procedures for inspecting offal 2.3 Identify chutes and bins used for edible and inedible offal
3. Identify the requirements for processing offal on the slaughter floor	3.1 Identify and follow workplace, regulatory and health and safety requirements for workers handling offal

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2141C Overview offal processing on the slaughter floor

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2114 Overview offal processing on the slaughter floor

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must explain the steps required to process offal on the slaughter floor.

The candidate must:

- explain the steps for processing offal
- identify condemnation marks on offal
- identify edible offal
- identify the various organs processed on the viscera table

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- inspection process
- contamination to offal caused by bile, ingesta, excreta and paunch content
- procedures for the disposal of inedible offal in appropriate bins or chutes
- workplace, health and safety, hygiene and sanitation, and Quality Assurance (QA) requirements related to processing offal on the slaughter floor
- sources of contamination
- general uses of offal
- impact of contamination of edible offal on further processing.
-

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2115 Separate offal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to separate offal into edible and inedible types (including pet meat). It also involves the identification of contamination and defects.

This unit is applicable to slaughter floor and wild game processing plant operations noting that wild game offal is either separated into pet food or condemned.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify offal	1.1 Identify different types of offal, including edible and inedible offal, according to workplace requirements
2. Separate offal into edible and inedible offal	2.1 Separate offal and sort into edible and inedible offal according to workplace requirements 2.2 Identify offal that is fit for human consumption (where applicable) and pass to appropriate area for processing according to workplace requirements 2.3 Separate gall bladder from liver 2.4 Wash offal that may have sustained damage, where applicable 2.5 Identify condemned offal according to inspection brands or marking 2.6 Place offal in chutes or bins according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

THis unit is equivalent to MTMP2143C Separate offal

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2115 Separate offal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must separate offal into edible and inedible types (including pet meat).

The candidate must:

- identify the various organs processed on the viscera table
- separate offal to hygiene and sanitation, workplace, Quality Assurance (QA) and workplace health and safety requirements
- identify condemnation marks on offal
- handle offal to avoid bile, ingesta, excreta or content contamination
- dispose of inedible offal in appropriate bins or chutes
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene and sanitation, workplace, QA and workplace health and safety requirements associated with separating offal on the slaughter floor
- impact of contamination of edible offal on further processing
- importance of accurate separation of offal on the viscera table
- relevant regulatory requirements

Assessment Conditions

Competency must be demonstrated at normal chain speed.

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2116 Trim offal fat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to trim offal fat on the slaughter floor.

This unit is applicable to slaughter floor operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Trim excess fat from offal	1.1 Identify fat to be trimmed according to workplace requirements and customer specifications 1.2 Trim and dispose of excess fat according to workplace and health and safety requirements 1.3 Remove aorta prior to removal of fat from around heart, where part of work instructions 1.4 Trim connective tissue from thick and thin skirts, where part of work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Equivalent to MTMP2144C Trim offal fat

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2116 Trim offal fat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must trim offal fat on the slaughter floor.

The candidate must:

- trim offal fat according to workplace, health and safety, Quality Assurance (QA), and hygiene and sanitation requirements
- handle offal to avoid bile, ingesta, excreta or content contamination
- identify condemnation marks on offal and take appropriate action
- store or despatch fat according to workplace requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- impact of contamination of edible offal on further processing
- purpose of trimming offal fat
- types of contamination of offal
- relevant regulatory requirements

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2117 Separate and tie runners

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to separate runners from the viscera, inspect for defects or contamination and tie the runners to avoid spillage of contents.

This unit is applicable to workers on the slaughter floor.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Separate and tie runners	1.1 Separate and tie runners to prevent contamination and to meet workplace and health and safety requirements 1.2 Inspect runners for defects or contamination according to workplace requirements 1.3 Place runners in appropriate chutes according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2145C Separate and tie runners

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2117 Separate and tie runners

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must separate runners from the viscera, inspect for defects or contamination and tie the runners to avoid spillage of contents.

The candidate must:

- handle runners in such a way as to avoid bile, ingesta, excreta or content contamination
- identify condemnation marks on runners
- dispose of inedible runners in appropriate bins or chutes
- apply relevant regulatory requirements.

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- possible sources of contamination
- uses of end runners
- workplace, health and safety and Quality Assurance (QA) requirements related to separating and tying runners
- relevant regulatory requirements.

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2118 Recover thin skirts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to recover thin skirts as part of a slaughter floor operation.

This unit is applicable to slaughter floor operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Recover thin skirts	1.1 Remove thin skirts according to cutting line specifications, workplace and health and safety requirements 1.2 Identify and manage defects in thin skirts according to workplace requirements 1.3 Identify sources of contamination and cross-contamination and corrective take action according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2147C Recover thin skirts

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2118 Recover thin skirts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must recover thin skirts as part of a slaughter floor operation.

The candidate must:

- remove thin skirts according to cutting line specifications, workplace, health and safety, Quality Assurance (QA), and hygiene and sanitation requirements
- identify and manage defects in thin skirts according to workplace requirements
- identify and correct sources of contamination and cross-contamination according to workplace requirements
- apply relevant regulatory requirements.

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- cutting line specifications, workplace, health and safety and QA requirements related to the recovery of thin skirts
- possible defects in thin skirts
- possible sources of contamination and cross-contamination
- steps involved in recovering the thin skirt
- relevant regulatory requirements.

Assessment Conditions

Assessment must occur in an abattoir under normal production conditions.

Competency has to be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2125 Remove thick skirts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove thick skirts (diaphragm).

This unit is applicable to slaughter floor or boning operations when the thick skirts are not removed as part of the evisceration process.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Identify carcases for thick skirt removal	1.1 Locate skirt removal marker on the carcase according to workplace requirements, where required
2. Remove thick skirts	2.1 Remove thick skirts according to workplace and health and safety requirements 2.2 Identify and manage defects in thick skirts to workplace requirements 2.3 Identify sources of contamination and cross-contamination and take remedial action according to workplace requirements 2.4 Handle and dispose of trimmed skirts are according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2148B Remove thick skirts

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2125 Remove thick skirts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove thick skirts (diaphragm).

The candidate must:

- remove thick skirts in accordance with workplace, health and safety and Quality Assurance (QA) requirements
- identify and manage defects, contamination and cross-contamination in accordance with workplace requirements
- dispose of trimmed skirts to workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- cutting lines for thick skirts
- purpose of skirt removal indicator
- uses and further processing of thick skirts
- workplace, health and safety and QA requirements for removing thick skirts
- possible sources of contamination and cross-contamination

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2126 Remove flares

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove flares from pig carcases.

This unit is applicable to slaughter floor operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Remove flares	1.1 Remove flares according to workplace and health and safety requirements 1.2 Identify and manage defects in flares according to workplace requirements 1.3 Identify sources of contamination and cross-contamination and take preventative action according to workplace requirements 1.4 Handle and dispose of flares according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2149B Remove flares

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2126 Remove flares

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove flares from pig carcases.

The candidate must:

- remove flares in accordance with workplace, health and safety and Quality Assurance (QA) requirements
- identify and manage defects, contamination and cross-contamination in accordance with workplace requirements
- apply relevant regulatory requirements
- despatch or store flares to workplace requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- uses and further processing of flares
- workplace, health and safety and QA requirements for removing flares
- possible sources of contamination and cross-contamination, and rectify problems

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2127 Recover offal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to recover offal on a slaughter floor.

This unit is applicable to workers recovering at least three types of offal from the slaughter floor. A wide range of offal such as uterus, rectums, thymus gland, heart, kidneys, livers, testicles, and pizzles can be recovered.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Recover offal	1.1 Identify and recover offal according to workplace requirements 1.2 Recover offal safely according to workplace health and safety requirements 1.3 Inspect offal for defects according to workplace Quality Assurance (QA) requirements 1.4 Keep knives, when used, sharp

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2150B Recover offal

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2127 Recover offal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must recover at least three different types of offal on a slaughter floor.

The candidate must:

- inspect offal for defects
- recover offal according to workplace requirements
- recover offal safely according to workplace health and safety requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- types of offal recovered
- methods of avoiding or dealing with contamination
- sources of contamination and cross-contamination
- work instructions and Standard Operating Procedures (SOPs) relevant to the recovery of offal
- relevant regulatory requirements
- types of defects and contamination of offal

Assessment Conditions

Assessment must be conducted in a registered operating meat processing plant.

Competency must be demonstrated at the normal rate of production.

As a minimum, thee following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2128 Overview hide or pelt or skin processing

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to overview and explain the treatment of hides, skins and pelts (or any other exterior covering) at a particular plant or processing centre.

This unit is applicable to hide or skin sheds and/or tannery operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify steps in processing animal coverings	1.1 Trace trimming, grading, treatment and storage of hides 1.2 Identify customer specifications in regard to animal coverings
2. Identify requirements and specifications for the processing of hides	2.1 Identify workplace, health and safety, regulatory and Quality Assurance (QA) requirements 2.2 Identify customer specifications for the processing of hides

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2151C Overview hide, pelt, skin processing.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2128 Overview hide or pelt or skin processing

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must explain the treatment of hides, skins and pelts (or any other exterior covering) at a particular plant or processing centre.

The candidate must:

- identify steps in processing animal coverings
- identify requirements and specifications for the processing of hides
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- methods of stacking and storing animal coverings
- methods of treating animal coverings
- importance of maintaining the quality of hides processed
- storage of animal coverings and the goals of such storage
- types of defects that occur in hides, pelts and skins and what causes these defects
- uses of animal coverings
- workplace health and safety requirements for hide or skin processing
- customer requirements for hides, pelts and skins
- steps in processing of hides, pelts and skins

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

© Commonwealth of Australia, 2025 Skills Insight

A minimum of three different forms of assessment must be used.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2129 Trim hide or skin

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to trim hides, skins or pelts.

This unit is applicable to workers in a registered meat processing premises such as abattoirs, knackeries and game meat processing establishments.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Trim hides, skins or pelts	1.1 Trim hides, skins or pelts according to workplace and health and safety requirements 1.2 Identify and explain customer specifications for trimming 1.3 Trim hides, skins or pelts to customer specifications 1.4 Handle hides, skins or pelts in accordance with workplace health and safety requirements 1.5 Dispose of waste in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2152C Trim hide or skin.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2129 Trim hide or skin

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must trim hide or skin.

The candidate must:

- trim hides, skins or pelts to workplace and health and safety requirements and customer specifications, where applicable
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- methods of treating animal coverings
- workplace health and safety requirements for trimming hides, skins or pelts
- importance of achieving a good trim
- steps in processing animal coverings at the plant
- workplace requirements for trimming animal coverings
- relevant regulatory requirements

Assessment Conditions

Assessment should be conducted in an operating plant.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2130 Salt hide or skin

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to salt hides, pelts or skins.

This unit is applicable to workers in hide/skin sheds attached to abattoirs, knackeries or game meat processing establishments.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Salt hides, pelts or skins	1.1 Salt and handle hides, pelts or skins in accordance with workplace and health and safety requirements 1.2 Inspect hides, pelts or skins prior to and after salting to ensure specifications are met 1.3 Monitor salting process in accordance with workplace requirements
2. Store and monitor hides, pelts or skins	2.1 Store or palletise salted hides, pelts or skins in accordance with customer specifications and workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2153C Salt hide or skin.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2130 Salt hide or skin

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must salt hides, pelts or skins.

The candidate must:

- process and salt hides, pelts or skins in accordance with workplace and health and safety requirements
- monitor salt processing of hides, pelts or skins
- inspect hides, pelts or skins to ensure specifications are met
- handle hides, pelts or skins in accordance with workplace and health and safety requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- methods of stacking and storing hides, pelts or skins to meet workplace and customer requirements
- methods of treating animal coverings
- specifications for salting and storage of hides, pelts or skins
- steps in processing animal skins, hides or pelts
- steps in salting hides, pelts or skins
- workplace, health and safety and Quality Assurance (QA) requirements related to salting hides, pelts or skins
- relevant regulatory requirements

Assessment Conditions

Assessment must be conducted in an operating skin shed.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at the normal rate of skin processing.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2131 Grade hide or skin

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to grade hides, pelts or skins both prior to and after processing.

This unit is applicable to skin shed or tannery operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Inspect hides, pelts or skins	1.1 Inspect hides, pelts or skins in accordance with workplace requirements and customer specifications 1.2 Inspect hides, pelts or skins for defects in accordance with workplace requirements 1.3 Take action on defects in accordance with workplace requirements
2. Grade hides, pelts or skins	2.1 Grade hides, pelts or skins in accordance with customer specifications and/or workplace requirements 2.2 Prepare hides, pelts or skins for despatch and/or stored in accordance with workplace requirements 2.3 Identify and explain workplace health and safety requirements for handling and grading

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2154C Grade hide or skin

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2131 Grade hide or skin

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must grade hides, pelts or skins both prior to and after processing.

The candidate must:

- inspect hides, pelts or skins for defects and take appropriate remedial action according to workplace requirements
- use correct methods of storing hides, pelts or skins to workplace and customer requirements
- apply the grading methods for animal coverings according to workplace and health and safety requirements, and customer specifications
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- methods of grading hides, pelts or skins
- workplace and health and safety and workplace requirements related to the grading of hides, pelts or skins
- steps in processing coverings
- relevant regulatory requirements

Assessment Conditions

Assessment can occur in the workplace under normal production conditions or in a simulated workplace.

Competency must be demonstrated using the range of hides, pelts or skins types or classifications encountered in the workplace.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2132 Despatch hide or skin

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to despatch hides, pelts or skins for further processing.

This unit is applicable to workers in hide/skin sheds attached to abattoirs, knackeries or game meat processing establishments.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Despatch hides, pelts or skins	1.1 Use hide, skin or pelt pallets according to workplace and customer requirements 1.2 Despatch hides, pelts or skins according to workplace requirements 1.3 Complete despatch documentation in accordance with work and customer requirements 1.4 Identify and meet workplace health and safety requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2155C Despatch hide or skin

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2132 Despatch hide or skin

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must despatch hides, pelts or skins for further processing.

The candidate must:

- despatch animal coverings according to workplace and customer requirements
- apply relevant regulatory requirements
- comply with workplace health and safety procedures related to handling and despatching animal coverings
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- methods of treating animal coverings
- relevant regulatory requirements
- steps in processing animal coverings at the plant
- workplace health and safety procedures related to handling and despatching animal coverings

Assessment Conditions

Assessment must be conducted in an operating hide, pelt or skin processing facility.

Competency must be demonstrated when completing real orders.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2133 Treat hides chemically

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to treat hides coming off a slaughter floor prior to despatch.

This unit is applicable to workers at abattoirs, knackeries or game processing establishments required to treat hides with chemicals.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Treat hides chemically	1.1 Treat hides chemically according to the work instructions 1.2 Monitor hides for contamination and take corrective action, where part of work instructions 1.3 Chemically treat hides according to workplace and health and safety requirements 1.4 Store hides after treatment in accordance with workplace requirements 1.5 Monitor chemical concentrations according to work instructions 1.6 Monitor waste water disposal according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2156B Treat hides chemically

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2133 Treat hides chemically

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must treat hides coming from a slaughter floor or game processing establishment prior to despatch.

The candidate must:

- treat hides according to work instructions
- inspect hides for contamination, where applicable
- apply relevant regulatory requirements
- monitor chemicals and reservoir levels to be used in treating the hides
- store hides according to workplace requirements
- treat hides safely according to workplace health and safety procedures

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements when treating hides
- workplace health and safety hazards when treating hides
- purpose of treating hides with chemicals
- work instructions for treating hides
- relevant regulatory requirements
- environmental issues and requirements when treating hides chemically
- storage requirements for hides after treatment

Assessment Conditions

Assessment should be conducted in an operating plant.

Competency must be demonstrated at normal chain speed of production.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, thee following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2134 Chill or ice hides

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to chill or ice hides coming from a slaughter floor or game processing establishment.

This unit is applicable to workers at abattoirs, knackeries or game processing establishments required to chill hides prior to despatch for tanning.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Chill hides	1.1 Chill hides according to work instructions 1.2 Inspect hides for contamination, where required 1.3 Perform chilling safely according to workplace and health and safety requirements 1.4 Store chilled hides to workplace and/or customer requirements 1.5 Monitor waste water disposal to ensure workplace environment requirements are met

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2157B Chill, ice hides

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2134 Chill or ice hides

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must chill or ice hides coming from the slaughter floor or game processing establishment.

The candidate must:

- chill or ice hides according to the work instructions and customer requirements
- chill or ice hides according to the workplace health and safety requirements
- apply post-chilling storage procedures and requirements
- monitor process according to workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- monitoring procedures where required
- purpose of chilling or icing hides
- work instructions for the chilling or icing hides process
- relevant regulatory requirements
- time and temperature requirements for the process
- workplace health and safety hazards and workplace health and safety procedures

Assessment Conditions

Assessment should be conducted in an operating plant.

Competency must be demonstrated at normal production speed.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2135 Crop pelts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge to crop wool pelts to a uniform length.

This unit is applicable to those processing sheep pelts that need to be cropped to a uniform length.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Crop pelts	1.1 Complete start-up procedures according to workplace requirements. 1.2 and inspect pelts to meet specifications. 1.3 Crop sheep pelts according to work instruction. Crop pelts according to workplace health and safety requirements. 1.4 Despatch cropped pelts correctly for storage. 1.5 Operate, maintain, clean and check machinery according to workplace requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2158B Crop pelts

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2135 Crop pelts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must crop wool pelts to a uniform length.

The candidate must:

- follow workplace health and safety policies and practices
- follow work instructions
- despatch processed sheep pelts
- apply relevant regulatory requirements
- identify workplace health and safety hazards
- report equipment faults to supervisor in accordance with workplace procedures
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety policies and procedures
- sheep pelts specifications
- operating instructions for cropping machinery
- relevant regulatory requirements
- steps in work instructions
- possible pelt contaminants.

Assessment Conditions

Assessment should be conducted in an operating plant.

Competency must be demonstrated at normal production speed.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2136 Overview fellmongering operations

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to understand the operation of a fellmongering plant.

This unit is applicable to workers employed in any part of a fellmongering operation.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Identify steps in fellmongering	1.1 Identify steps and machinery employed in the fellmongering process. 1.2 Identify types and sources of defects in fellmongered products. 1.3 Identify quality requirements and customer specifications related to pelts and pulled wool. 1.4 Identify environmental hazards and preventative measures associated with fellmongering.
2. Follow safety requirements for this area	2.1 Identify safety hazards in the fellmongering area. 2.2 Identify and follow workplace health and safety requirements for the fellmongering area.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2161C Overview fellmongering operations

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2136 Overview fellmongering operations

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must explain the operation of a fellmongering plant.

The candidate must:

- identify steps in fellmongering
- follow safety requirements related to fellmongering
- apply relevant regulatory requirements.

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- machinery used in the fellmongering plant
- fellmongering process
- methods and goals of storage of skins
- use of skins and pulled wool
- workplace, quality and workplace health and safety requirements, and customer specifications for pelts and pulled wool
- relevant regulatory requirements.

Assessment Conditions

Assessment must be conducted in an operating fellmongering plant.

Competency must involve demonstrated ability to work safely in a fellmongering plant. Competency must be demonstrated at normal production speed.

As a minimum, three different forms of assessment must be used.

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2137 Chemically treat skins for fellmongering process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to apply chemicals to skins in a fellmongering process.

This unit is applicable to workers employed in a fellmongering plant.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Operate spray equipment	1.1 Operate spray equipment in accordance with workplace requirements and manufacturer's specifications. 1.2 Maintain and clean spray equipment in accordance with workplace requirements and manufacturer's specifications, where required.
2. Spray skins and prepare them for sweating	2.1 Lay skins out for chemical treatment in accordance with workplace requirements. 2.2 Apply acid solutions to skins in accordance with workplace requirements. 2.3 Spread acid solution evenly over pelt (including points) in accordance with workplace requirements. 2.4 Fold skins in accordance with workplace requirements. 2.5 Keep skins in their mob batches for identification purposes. 2.6 Identify workplace health and safety hazards and take preventative measures. 2.7 Identify environmental hazards and take preventative measures.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2162C Chemically treat skins for fellmongering process

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2137 Chemically treat skins for fellmongering process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must apply chemicals to skins in a fellmongering process.

The candidate must:

- spray skins with chemicals in accordance with workplace health and safety requirements and workplace and customer specifications
- operate spraying equipment to workplace and workplace health and safety requirements
- cite and locate the safety data sheets for the chemicals used and explain how they relate to the use and disposal of the chemicals
- apply relevant regulatory requirements.

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- environmental risks and controls related to the use of chemicals
- protective equipment to be used for each chemical and relevant emergency procedures
- purpose of chemically treating skins in fellmongering
- relationship between concentration of chemicals and different types of skins
- relevant regulatory requirements.

Assessment Conditions

Assessment must be conducted in an operating fellmongering plant.

Competency must be demonstrated at normal production speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2138 Prepare chemicals for fellmongering process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to prepare chemicals for the fellmongering process.

This unit is applicable to workers responsible for mixing the full range of chemicals used in fellmongering operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

Some States may require completion of a chemical handling certificate prior to undertaking this unit.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare chemicals for fellmongering process	1.1 Remove chemicals for the fellmongering process from storage and transport to area for mixing in accordance with workplace and health and safety requirements. 1.2 Mix and store chemicals in accordance with work instructions, workplace health and safety requirements and manufacturer's specifications. 1.3 Operate pumps and mixers to workplace and workplace health and safety requirements. 1.4 Mix chemicals to workplace and health and safety requirements in accordance with the varying requirements of different types of skins. 1.5 Take and check pH readings of the mixed chemicals against specifications. 1.6 Use, store and dispose of chemicals in accordance with environmental protection requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2163C Prepare chemicals for fellmongering process

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2138 Prepare chemicals for fellmongering process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must prepare chemicals for the fellmongering process.

The candidate must:

- obtain and cite the Safety Data Sheets for the chemicals used and explain how they relate to the use, mixing, storage and disposal of the chemicals
- transport chemicals for the fellmongering process to an area for mixing in accordance with workplace and health and safety requirements
- mix chemicals in accordance with work instructions, workplace health and safety requirements and manufacturer's specifications
- mix chemicals to workplace requirements in accordance with the varying requirements of different types of skins
- take and check pH readings of the mixed chemicals against specifications
- use, store and dispose of chemicals in accordance with environmental protection requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements for mixing chemicals
- workplace health and safety hazards associated with mixing chemicals
- environmental risks and controls related to storing, mixing and disposing of chemicals
- protective equipment to be used for each chemical and the relevant emergency procedures
- purpose of chemically treating skins in fellmongering
- steps in mixing chemicals, the protective equipment needed and safety procedures
- use of different mixes of chemicals in fellmongering
- relevant regulatory requirements.

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in an operational fellmongering plant.

Competency must be demonstrated at the normal rate of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2139 Operate wool drier and press

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a wool drier and wool press.

This unit is applicable to workers operating wool driers and wool presses in a fellmongering plant.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Dry wool	1.1 Follow start-up routine for wool drier in accordance with workplace requirements and manufacturer's specifications. 1.2 Operate wool drier to workplace and health and safety requirements and manufacturer's specifications. 1.3 Dry wool to workplace requirements. 1.4 Monitor wool for correct drying in accordance with workplace requirements. 1.5 Monitor wool flow through drier. 1.6 Perform routine maintenance and cleaning in accordance with workplace requirements and manufacturer's specifications. 1.7 Identify and explain safety hazards. 1.8 Identify and address workplace health and safety hazards.
2. Operate wool press to bale wool	2.1 Follow start-up procedures for wool press in accordance with workplace requirements and manufacturer's specifications. 2.2 Feed wool into wool press in accordance with work instructions. 2.3 Bale wool in accordance with workplace requirements and customer's specifications. 2.4 Monitor wool dryness in accordance with workplace requirements. 2.5 Observe fleece type and class separations in accordance with workplace requirements. 2.6 Brand, weigh and record bales in accordance with workplace requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2164C Operate wool drier and press

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2139 Operate wool drier and press

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a wool drier and wool press.

The candidate must:

- maintain separation of wool types and classes according to classer's instructions
- monitor wool for correct drying
- press wool bales to workplace requirements
- operate, maintain and clean machinery for drying and pressing wool in accordance with workplace and health and safety requirements, and manufacturer's specifications
- apply relevant regulatory requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- methods and goals of storage of wool bales
- purpose of drying wool
- reasons for drying and baling wool according to work instructions
- steps and importance of recording the details of the bale and its importance
- workplace and health and safety requirements and manufacturer's specifications associated with the operation of the wool drier
- relevant regulatory requirements
- workplace health and safety hazards associated with operating a wool drier and a wool press, and safety procedures.

Assessment Conditions

Assessment must be conducted in an operating fellmongering plant.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at the level of usual production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2140 Perform sweating operation on fellmongered skins

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to sweat skins in a fellmongering process.

This unit is applicable to workers filling, operating and emptying sweat rooms in a fellmongering operation.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Sweat skins	1.1 Fold and hang skins in sweat room according to workplace and health and safety requirements. 1.2 Establish temperature and humidity settings for sweat room according to workplace requirements. 1.3 Maintain cleanliness of hanging rooms to workplace requirements. 1.4 Make quality checks on skins prior to removal from sweating room. 1.5 Transfer skins from sweat rooms to wool pulling machines. 1.6 Maintain mob separation of skins.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2165C Perform sweating operation on fellmongered skins

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2140 Perform sweating operation on fellmongered skins

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must sweat skins in a fellmongering process.

The candidate must:

- check quality of the skins
- operate the sweating room in accordance with workplace and health and safety requirements
- apply relevant regulatory requirements and safety procedures
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs).

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements related to sweating skins
- purpose of sweating skins
- quality specifications required of sweated skins prior to pulling
- steps in sweating skins
- relevant regulatory requirements and safety procedures.

Assessment Conditions

Assessment must be conducted in an operating fellmongering plant.

Competency must be demonstrated at normal throughput rates of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2146 Perform skin fleshing operation

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate fleshing machinery in a fellmongering process.

This unit is applicable to workers operating a fleshing machine in a fellmongering plant.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Feed skins for flesher	1.1 Open and inspect skins for defects according to workplace requirements. 1.2 Treat defective skins in accordance with workplace requirements. 1.3 Feed skins to fleshing machine operator in accordance with workplace and health and safety requirements.
2. Flesh skins	2.1 Operate fleshing machine in accordance with workplace and health and safety requirements, and manufacturer's specifications. 2.2 Flesh skins in accordance with workplace and health and safety requirements, and customer specifications. 2.3 Monitor skins for correct fleshing in accordance with workplace requirements. 2.4 Perform routine maintenance of fleshing machine in accordance with workplace requirements and manufacturer's specifications. 2.5 Process and batch skins in their mobs for identification.
3. De-burr skins (where applicable)	3.1 Remove burrs and vegetable matter in accordance with workplace and health and safety requirements. 3.2 Operate and maintain de-burring machinery in accordance with workplace and health and safety requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2166C Perform skin fleshing operation

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2146 Perform skin fleshing operation

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate fleshing machinery in a fellmongering process.

The candidate must:

- feed skins for flesher to workplace and health and safety requirements
- flesh skins to workplace and health and safety requirements
- de-burr skins (where applicable) to workplace and health and safety requirements
- apply relevant regulatory requirements.

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety hazards associated with skin fleshing
- workplace health and safety requirements and safety procedures for operating fleshing equipment
- features of well fleshed skins
- operation of the fleshing machine
- quality requirements for fleshing skins in accordance with workplace requirements and customer specifications
- relevant regulatory requirements.

Assessment Conditions

Assessment must be conducted in an operating fellmongering plant.

Competency must be demonstrated at the normal rate of throughput for a fleshing machine.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2147 Skirt and weigh fellmongered wool

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to skirt and weigh fellmongered wool.

This unit is applicable to workers skirting fellmongered wool, then sorting and weighing the skirtings.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Skirt pulled fleeces	1.1 Skirt fleeces in accordance with workplace health and safety and workplace requirements. 1.2 Segregate skirtings in accordance with classer's instructions. 1.3 Store skirtings in accordance with workplace requirements. 1.4 Shear large skin pieces, where required. 1.5 Maintain mob separation of fleece wool. 1.6 Select and dry sample fleeces where required.
2. Weigh fleeces	2.1 Weigh fleeces and record results, where required.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2167C Skirt and weigh fellmongered wool

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2147 Skirt and weigh fellmongered wool

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must skirt and weigh fellmongered wool.

The candidate must:

- identify all types of wool to be skirted including bellies, legs, coloured wool and stained wool as well as skin and fat pieces
- skirt fleeces in accordance with workplace and wool classer's requirements
- maintain mob separation
- segregate skirtings in accordance with classer's instructions
- select and dry sample of fleeces where part of workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- relevant safety procedures
- wools to be skirted from fleeces
- workplace health and safety, and Quality Assurance (QA) requirements for skirting wool
- purpose of skirting and classing
- purpose of storing fleeces in their mobs
- steps in skirting and classing fleece wool
- use of skins and pulled wool
- workplace requirements for skirting wool
- relevant regulatory requirements.

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in an operating fellmongery plant.

Competency must be demonstrated at the normal rate of throughput.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2148 Operate wool puller

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a wool pulling machine in a fellmongering operation.

This unit is applicable to workers in a fellmongering plant who are operating machinery to pull wool from sweated skins.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Operate wool puller	1.1 Perform start-up and shut-down procedures. 1.2 Operate wool puller according to work instructions. 1.3 Monitor skins to ensure wool is pulled correctly. 1.4 Operate puller according to workplace health and safety requirements including the use of Personal Protective Equipment (PPE). 1.5 Clean and check machinery according to workplace requirements. 1.6 Report processing difficulties to supervisor. 1.7 Monitor wool flow to ensure no bottlenecks.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2168B Operate wool puller

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2148 Operate wool puller

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a wool pulling machine in a fellmongering operation.

The candidate must:

- operate machinery according to work instructions
- operate machinery safely
- monitor machine operations
- clean and check machinery
- report defects in machine performance
- apply relevant regulatory requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs).

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- relevant safety procedures
- workplace health and safety hazards associated with operating the wool puller
- operating requirements for pulling machine
- QA requirements for skins and pulled wool
- cleaning requirements
- relevant workplace health and safety policies and procedures
- relevant regulatory requirements.

Assessment Conditions

Assessment must be conducted in an operating fellmongering plant.

Competency must be demonstrated at the normal rate of throughput.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2149 Dispose of condemned carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove and dispose of a condemned carcase from a work area.

This unit is applicable to workers at abattoirs (stock handlers and slaughter personnel), knackeries or game processing establishments required to dispose of condemned carcases.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Dispose of condemned carcase	1.1 Remove condemned carcase from the work area and dispose of in accordance with workplace and regulatory requirements. 1.2 Handle carcase in accordance with work instructions. 1.3 Handle carcase in accordance with workplace health and safety requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2171C Dispose of condemned carcase

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2149 Dispose of condemned carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove and dispose of at least one condemned carcase from a work area.

The candidate must:

- dispose of condemned carcase to workplace and regulatory requirements
- handle condemned carcases in accordance with workplace health and safety, and hygiene and sanitation requirements
- operate manual and mechanical handling equipment safely
- process condemned carcases to regulatory requirements.

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- regulatory requirements covering the processing of condemned carcases
- safe operation of manual and mechanical handling equipment related to disposing of condemned carcase
- workplace health and safety risks associated with handling condemned carcases and the preventative measures.

Assessment Conditions

Assessment must be conducted in an operating abattoir, knackery or game processing establishment.

Competency must be demonstrated under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2150 Skin condemned carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove the skin or hide of a condemned carcase.

This unit is applicable to workers in abattoirs, knackeries or game processing establishments.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Skin condemned carcase	1.1 Skin carcase in accordance with work instructions and regulatory requirements 1.2 Handle carcase in accordance with workplace health and safety requirements 1.3 Dispose of hide in accordance with workplace requirements 1.4 Dispose of carcase in accordance with workplace health and safety and workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Equivalent to MTMP2172C Skin condemned carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2150 Skin condemned carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove the skin or hide of a condemned carcase.

The candidate must:

- hoist and skin carcase in accordance with workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements related to skinning a condemned carcase
- risks to hide quality through inaccurate skinning cuts

Assessment Conditions

Assessment must be conducted in an operating processing plant.

Competency must be demonstrated at the speed required in an operating processing plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2151 Eviscerate condemned carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to eviscerate a condemned carcase and dispose of the viscera correctly.

This unit is applicable to workers in abattoirs, knackeries and game processing establishments.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Eviscerate condemned carcase	1.1 Eviscerate carcase in accordance with workplace and regulatory requirements 1.2 Eviscerate carcase in accordance with workplace health and safety requirements 1.3 Dispose of viscera in accordance with work instructions and regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Equivalent to MTMP2173C Eviscerate condemned carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2151 Eviscerate condemned carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must eviscerate a condemned carcase and dispose of the viscera correctly.

The candidate must:

- eviscerate condemned carcase in accordance with regulatory, workplace and health and safety requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements related to eviscerating a condemned carcase
- workplace health and safety risks related to eviscerating a condemned carcase
- workplace requirements related to eviscerating a carcase

Assessment Conditions

Assessment must be conducted at an operating processing plant.

Competency must be demonstrated at a pace that meets company requirements.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2152 Process paunch

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to empty, clean and prepare the paunch for further processing.

This unit is applicable to workers in the paunch room at an abattoir or knackery.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Open paunch	1.1 Open paunch to empty all contents 1.2 Open paunch in accordance with workplace and health and safety requirements 1.3 Open paunch to ensure paunch products remain intact
2. Empty paunch contents	2.1 Empty paunch of any contents in accordance with workplace requirements
3. Clean paunch	3.1 Clean paunch to workplace requirements to prevent cross-contamination 3.2 Wash and pack paunch products
4. Remove relevant parts	4.1 Trim paunch to cutting lines in accordance with work instructions 4.2 Trim parts of fat as required
5. Wash paunch	5.1 Wash paunch in accordance with work instructions 5.2 Dispose of waste safely in accordance with work instructions
6. Work safely in paunch processing area	6.1 Process paunch in accordance with workplace health and safety requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Equivalent to MTMP2175C Process paunch.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2152 Process paunch

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must empty, clean and prepare the paunch for further processing.

The candidate must:

- apply workplace health and safety and workplace requirements related to processing of the paunch
- follow work instructions to process paunch
- use mechanical aids where applicable
- report faults in mechanical aids in accordance with workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- quality requirements and specifications for paunches
- uses of the paunch
- work instructions for the paunch processing area
- relevant regulatory requirements
- workplace health and safety hazards and requirements for paunch processing area

Assessment Conditions

Assessment must be conducted in an operating abattoir or knackery.

Competency must be demonstrated at the usual speed of production.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2153 Process slink by-products

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to process slinks and package the by-products (e.g. foetal blood).

This unit is applicable to processing workers who process bovine foetus to recover blood and/or other by-products.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Process slink	1.1 Collect slinks in accordance with workplace requirements
2. Process slink into by-products	2.1 Separate by-products for further processing according to workplace requirements 2.2 Process by-products for storage and packing according to workplace requirements 2.3 Process by-products according to workplace health and safety requirements
3. Package slink by-products	3.1 Package by-products for effective storage according to workplace requirements 3.2 Accurately label by-products in preparation for storage or distribution according to customer specifications and workplace requirements 3.3 Package by-products according to workplace health and safety requirements
4. Store by-products	4.1 Store by-products effectively to preserve product quality according to workplace requirements 4.2 Store by-products according to workplace health and safety requirements
5. Dispose of slink carcase	5.1 Dispose of slink carcase and other wastes according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Equivalent to MTMP2176C Process slink by-products.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2153 Process slink by-products

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must process slinks and package the by-products.

The candidate must:

- use vacuum pumps to recover blood (where applicable)
- process slink by-products in accordance with workplace requirements and customer specifications
- process slink by-products to workplace health and safety requirements
- pack and store slink by-products to workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- methods of packaging slink by-products for effective storage to meet workplace requirements and customer specifications
- packaging and labelling requirements for slink by-products to meet customer specifications and workplace requirements
- procedures for processing slink by-products
- storage requirements
- uses of slink by-products
- correct disposal of slink
- workplace health and safety requirements for processing slink
- workplace health and safety hazards related to processing slink by-products
- relevant regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated under normal production conditions.

Assessment must be conducted in a slink room in a meat processing plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2154 Process pet meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to process and pack pet meat.

This unit is applicable to workers in abattoirs, knackeries and game processing establishments.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Examine meat and offal for pet meat	1.1 Inspect meat and offal for pet meat for abnormalities or defects 1.2 Identify abnormalities or defects and take appropriate action according to workplace requirements 1.3 Isolate infected or affected products for disposal according to regulatory and workplace requirements
2. Prepare meat and offal for pet meat	2.1 Prepare meat and offal for pet consumption or further processing in accordance with regulatory and workplace requirements 2.2 Trim and process product to meet customer specifications
3. Package and store pet meat	3.1 Package pet meat in tubs, bins or containers in accordance with regulatory and workplace requirements, and customer specifications 3.2 Store pet meat in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Equivalent to MTMP2177C Process pet meat.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2154 Process pet meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must process and pack pet in an abattoir, knackery or wild game processing establishment.

The candidate must:

- process meat and offal for pet food in accordance with work instructions, regulatory requirements and customer specifications
- process meat and offal for pet food to workplace requirements
- identify abnormalities or defects and take appropriate corrective action
- package and store pet food in accordance with regulatory, customer and workplace requirements
- comply with workplace health and safety requirements for the processing of pet meat

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- types of meat used for pet meat
- workplace and regulatory requirements related to the processing, packaging and storage of pet meat
- workplace health and safety requirements for the processing of pet meat

Assessment Conditions

Assessment must be conducted in a meat or pet food processing premises.

Competency must be demonstrated at normal production speeds.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2155 Skin slinks

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to skin slinks.

This unit is applicable to workers required to skin slinks as part of a slink processing operation.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Skin slink	1.1 Skin slink according to the work instructions 1.2 Skin slink safely fulfilling workplace health and safety requirements 1.3 Remove skins using correct cutting lines 1.4 Despatch slink skins or store according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Equivalent to MTMP2178B Skin slinks.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2155 Skin slinks

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must skin slinks.

The candidate must:

- remove skin according to workplace health and safety requirements and work instructions
- maintain a sharp knife
- apply relevant regulatory requirements
- store skins according to workplace requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements for skinning slinks
- storage requirements for slink skins
- cutting lines and Quality Assurance (QA) requirements for slink skins
- work instructions for skinning slinks
- relevant regulatory requirements
- workplace health and safety hazards associated with skinning slinks

Assessment Conditions

Assessment should be conducted in a meat processing plant.

Competency that meets workplace requirements must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2156 Process blood

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to collect blood from the slaughter floor, process it using equipment such as a centrifuge to recover blood plasma and package the product.

This unit is applicable to workers in meat processing plants where blood is recovered at the point of stick or bleeding and processed to produce by-products such as blood plasma (but excluding blood meal which is dealt with in the unit AMPA3088 Operate blood processing plant).

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Recover and store blood	1.1 Recover blood hygienically according to work instructions and relevant Standard Operating Procedures (SOPs) 1.2 Recover blood safely according to workplace and health and safety requirements 1.3 Store blood prior to processing according to workplace requirements
2. Process blood	2.1 Perform pre-operational checks on equipment to workplace requirements 2.2 Process blood according to workplace hygiene requirements 2.3 Process blood safely according to workplace health and safety policies and procedures
3. Pack and store blood products	3.1 Pack blood hygienically according to workplace requirements 3.2 Store packaged blood products according to workplace requirements and customer specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Equivalent to MTMP2179B Process blood.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2156 Process blood

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must collect blood from the slaughter floor, process it using equipment such as a centrifuge to recover blood plasma and package the product.

The candidate must:

- collect and process blood hygienically, safely and in accordance with:
  - relevant regulatory requirements
  - SOPs
  - work instructions
  - workplace health and safety requirements
- operate processing equipment in accordance with workplace and manufacturer's requirements
- use relevant workplace machinery correctly
- pack and store blood products according to workplace requirements
- apply relevant mathematical skills to ensure processing, packaging and storage requirements are met

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- nature and uses of blood products produced
- relevant work instructions and SOPs
- ways of minimising contamination and cross-contamination
- workplace health and safety policies and procedures
- workplace and manufacturer's requirements for operating processing equipment
- workplace health and safety hazards and ways of minimising them
- sources of contamination and cross-contamination

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must involve processing one or more blood products.

Competency in this unit must be demonstrated under normal workplace conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2157 Overview rendering process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to understand the rendering process and work safely in the rendering area.

This unit is applicable to workers in meat rendering plants.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify steps in	1.1 Identify flow of waste and processed by-product through the

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
processing rendered products	plant 1.2 Identify major items of equipment such as cookers, presses and mills 1.3 Explain major uses of rendered products and customer specifications
2. Identify workplace health and safety requirements for the rendering area	2.1 Explain and follow workplace health and safety for the rendering area 2.2 Identify specific hazards in rendering area and outline control methods
3. Identify workplace requirements for the rendering area	3.1 Explain hygiene requirements for the rendering area 3.2 Identify quality requirements for rendering 3.3 Identify control points for rendering in accordance with workplace requirements 3.4 Identify procedures associated with control points in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Equivalent to MTMP2181C Overview rendering process.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2157 Overview rendering process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must explain the rendering process and work safely in the rendering area.

The candidate must:

- explain the sequence, risks and workplace requirements associated with the rendering process at their own plant
- apply relevant regulatory requirements
- meet the workplace health and safety requirements for working in the rendering area

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- environmental hazards associated with rendering products and the appropriate workplace requirements to minimise these
- quality requirements for rendered products
- workplace and customer quality requirements for rendered products
- relevant regulatory requirements
- steps in rendering and the process involved
- workplace health and safety requirements for working in the rendering area

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated in a rendering plant at a rate that meets workplace requirements.

As a minimum, three different forms of assessment must be used.

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2158 Operate hogger

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a hogger to transport raw materials for rendering operations.

This unit is applicable to workers in meat rendering plants.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Deliver material to feeder bins	1.1 Deliver material to feeder bins in accordance with workplace requirements 1.2 Deliver material to feeder bins in accordance with workplace health and safety requirements and in particular, in accordance with manual handling requirements 1.3 Monitor delivery of meat waste in accordance with workplace requirements 1.4 Deal with condemned carcases promptly 1.5 Follow housekeeping requirements in relation to work area
2. Operate hogger	2.1 Operate hogger in accordance with manufacturer's and workplace requirements 2.2 Operate hogger in accordance with workplace health and safety requirements 2.3 Maintain flow of waste material to rendering plant to keep adequate levels in holding or feeder bins 2.4 Promptly correct problems associated with waste or hogger operation or report them to supervisor 2.5 Carry out routine maintenance and cleaning in accordance with workplace requirements
3. Monitor filling and emptying of raw material receival bin	3.1 Monitor filling and emptying of raw material receival bins to prevent overfilling and to clear any blockages in drainage in accordance with workplace requirements
4. Check size reduction equipment	4.1 Check size reduction equipment for wear in accordance with workplace requirements.
5. Operate metal detector (wet rendering) or magnet (dry rendering)	5.1 Check metal detector or magnet sensitivity regularly 5.2 Operate metal detector or magnet in accordance with workplace requirements 5.3 Remove metal from magnet or product

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

Equivalent to MTMP2182C Operate hogger.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2158 Operate hogger

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a hogger to transport raw materials for rendering operations.

The candidate must:

- to operate the hogger in accordance with manufacturer's specifications and workplace requirements
- follow work instructions for the operation of the hogger
- monitor flow of waste
- follow workplace health and safety requirements
- keep area neat and tidy
- monitor machinery gauges where fitted
- undertake routine maintenance and cleaning as specified in work instructions
- apply relevant regulatory requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- how the hogger works
- maintenance requirements related to the hogger
- workplace health and safety requirements related to the hogger
- reporting procedures for problems related to the hogger
- flow requirements of the by-products processing plant
- waste specifications
- relevant regulatory requirements
- disposal arrangements for condemned carcases
- emergency switches and shut-down procedures

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2159 Operate blow line

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a blow line to transport raw materials for rendering operations.

This unit is applicable to rendering plant workers where material is transferred by blow line.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Operate blow line	1.1 Operate blow line to ensure raw material moves down blow line 1.2 Monitor consistency of raw materials 1.3 Monitor temperature 1.4 Monitor quantity of raw materials in blow tank
2. Clean blow line	2.1 Clean blow line regularly in accordance with workplace requirements
3. Fix blockages	3.1 Identify and fix blockages to keep product moving down line
4. Maintain blow line	4.1 Regularly conduct blow line maintenance in accordance with workplace requirements
5. Monitor filling and emptying of raw material receival bins	5.1 Monitor filling and emptying of raw material receival bins to prevent overfilling 5.2 Clear blockages in drainage in accordance with workplace requirements
6. Check size reduction equipment	6.1 Check size reduction equipment for wear in accordance with workplace requirements
7. Operate metal detector	7.1 Regularly check metal detector or magnet sensitivity 7.2 Operate metal detector or magnet in accordance with workplace requirements 7.3 Remove metal from magnet or product

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Equivalent to MTMP2183C Operate blow line.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2159 Operate blow line

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a blow line to transport raw materials for rendering operations.

The candidate must:

- operate blow line to workplace requirements
- monitor blow line operations
- monitor product flow
- fulfil workplace health and safety requirements for the operation of the blow line
- monitor product transported
- apply relevant regulatory requirements
- report equipment faults in accordance with workplace requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements of blow line operation
- operation and purpose of the blow line
- relevant regulatory requirements
- workplace health and safety requirements for the operation of the blow line

Assessment Conditions

Assessment must be undertaken in an operating rendering plant.

Competency must be demonstrated under normal operating conditions for the rendering plant.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2160 Operate meat meal mill

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a meat mill plant including loading, drying and monitoring the quality of the finished meal.

This unit is applicable to rendering plant workers who operate a meat mill plant.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Operate meat meal mill	1.1 Monitor meat meal fed into mill feeder bin 1.2 Monitor mill operation in accordance with workplace requirements 1.3 Monitor mill operation in accordance with workplace health and safety requirements 1.4 Maintain housekeeping for meat meal mill area 1.5 Monitor quality of meat meal and report problems accordance with workplace requirements 1.6 Produce meat meal to workplace requirements and customer specifications 1.7 Take meat meal samples for testing in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2184C Operate meat meal mill.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2160 Operate meat meal mill

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a meat mill plant including loading, drying and monitoring the quality of the finished meal.

The candidate must:

- operate meat meal mill to workplace health and safety requirements
- monitor the operation of the meat meal mill to workplace requirements
- monitor the quality of meat meal
- produce meat meal to workplace requirements and customer specifications
- report equipment faults in accordance with workplace requirements
- carry out routine maintenance on meat meal mill as specified in workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- defects in meat meal
- meat meal processing
- workplace health and safety hazards of operation of the meat meal mill
- relevant regulatory requirements
- workplace requirements and customer specifications for meat meal

Assessment Conditions

Assessment must be conducted in an operating rendering plant.

Competency has to be demonstrated by operating a meat meal mill at normal production rates.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2161 Operate waste recovery systems

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to recover material from waste water so that solids are not pumped into waste water systems.

This unit is applicable to workers employed at abattoir, independent boning rooms, rendering plant, casing factories, smallgoods factory and game meat processing establishment.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Monitor waste recovery systems	1.1 Monitor system regularly to ensure solid waste is contained within the system 1.2 Monitor system to ensure it complies with environmental and workplace requirements 1.3 Identify environmental impact of systems failure 1.4 Take corrective action in response to systems failure in accordance with workplace and regulatory requirements
2. Operate waste recovery systems	2.1 Operate and monitor system according to workplace requirements 2.2 Recover material from waste water according to workplace requirements 2.3 Dispose of material in accordance with workplace requirements
3. Maintain waste recovery systems	3.1 Maintain waste recovery system in accordance with workplace requirements and manufacturer's specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2185C Operate waste recovery systems.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2161 Operate waste recovery systems

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must recover material from waste water so that solids are not pumped into waste water systems.

The candidate must:

- operate waste recovery systems in accordance with workplace requirements
- consistently observe workplace health and safety requirements
- operate mechanised system so that solids are not pumped into the waste system

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- environmental and workplace requirements related to the operation of waste recovery systems.

Assessment Conditions

Assessment must involve demonstrated competency monitoring a functioning waste recovery system.

Competency must be demonstrated in an operating facility.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2162 Pack and despatch rendered products

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to pack and despatch a range of rendered products such as meat meal, blood meal and tallow.

This unit is applicable to rendering plant workers responsible for packing product either in bulk or in bags for despatch.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Package rendered products	1.1 Inspect rendered products to workplace requirements prior to packaging 1.2 Package rendered products to workplace requirements using correct packaging procedures and effective storage materials 1.3 Package meat meal in bulk and/or bags, if applicable 1.4 Check packaging and labelling in accordance with customer specifications 1.5 Palletise packaged products where required 1.6 Package rendered products are packaged to workplace health and safety requirements
2. Despatch rendered products	2.1 Label products accurately, to customer specifications, in preparation for storage, sales or distribution 2.2 Transfer products to storage areas 2.3 Despatch packaged products
3. Check Quality Assurance (QA) aspects of delivery trucks	3.1 Identify QA requirements for trucks leaving the plant 3.2 Identify environmental and commercial impact of a spill during transportation 3.3 Undertake QA check of truck according to work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2186C Pack and despatch rendered products.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2162 Pack and despatch rendered products

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must pack and despatch a range of rendered products such as meat meal, blood meal and tallow.

The candidate must:

- pack and despatch rendered products according to workplace and health and safety requirements
- label rendered products according to customer specifications and workplace requirements
- despatch rendered products to workplace requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety hazards associated with packing and despatching by-products
- QA requirements for delivery trucks
- relevant regulatory requirements

Assessment Conditions

Assessment must be conducted in the workplace.

Competency must be demonstrated in an operating rendering plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2163 Break down and bone carcase for pet meat or rendering

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to break down and bone a carcase for further processing of the meat for pet meat or rendering.

This unit is applicable to workers employed at abattoirs, knackeries, game meat processing establishments and rendering plants.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Break down condemned carcase	1.1 Break down carcase down in accordance with workplace and regulatory requirements 1.2 Identify and meet workplace health and safety requirements
2. Bone carcase	2.1 Bone meat to maximise yield 2.2 Bone meat in accordance with work instructions and regulatory requirements 2.3 Identify and comply with workplace health and safety requirements 2.4 Dispose of meat cuts, trimmings and bones in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2187C Break down and bone carcase for pet meat or rendering.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2163 Break down and bone carcase for pet meat or rendering

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must break down and bone a carcase for further processing of the meat for pet meat or rendering.

The candidate must:

- break down and bone carcase in accordance with work instructions
- trim according to workplace specifications
- comply with workplace health and safety, and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- regulatory requirements
- requirements for further processing
- workplace health and safety hazards and requirements

Assessment Conditions

Competency must be demonstrated at normal chain speed.

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2170 Operate air filtration system

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate, monitor and routinely maintain air filtration systems used at meat processing plants to reduce noxious odour emissions.

This unit is applicable to those operating and monitoring air filtration systems on air emissions from abattoirs and rendering plants.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Monitor air filtration system	1.1 Monitor system regularly to ensure odours are contained within the system 1.2 Monitor system to ensure it complies with environmental and workplace requirements 1.3 Identify environmental impact of systems failure 1.4 Take corrective action in response to systems failure in accordance with workplace and regulatory requirements
2. Operate waste recovery system	2.1 Operate and monitor system in accordance with workplace requirements and manufacturer's specifications
3. Maintain waste recovery system	3.1 Maintain air filtration system in accordance with workplace requirements and manufacturer's specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2188C Operate air filtration system.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2170 Operate air filtration system

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate, monitor and routinely maintain air filtration systems used at meat processing plants to reduce noxious odour emissions.

The candidate must:

- operate and maintain the air filtration system in accordance with workplace requirements and manufacturer's specifications
- observe relevant workplace health and safety requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- steps involved in the operation of an air filtration system
- work instructions
- environmental issues associated with air filtration
- legal implications of defective air filtration
- relevant workplace health and safety requirements

Assessment Conditions

Assessment must be conducted utilising an operating air filtration system.

Competency needs to be demonstrated under normal operating conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2171 Clean carcase hanging equipment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to clean hanging equipment such as rollers, gambrels, spreaders, shackles and hooks which are either iron or plastic.

This unit is applicable to workers in a registered meat processing premises such as abattoirs, food service operations, smallgoods factory, wholesale butchery, game meat processing establishment or pet food premises.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Clean carcase hanging equipment	1.1 Rotate hanging equipment through cleaning, rinsing and, where applicable, oiling tanks, in accordance with workplace requirements 1.2 Handle cleaning chemicals in accordance with manufacturer's specifications and workplace health and safety requirements 1.3 Identify and deal with damaged spreaders, gambles and any other hanging equipment in accordance with workplace requirements 1.4 Monitor and adjust level and concentration of cleaning tank to ensure complete sanitising of iron work 1.5 Identify workplace health and safety risks and follow specified procedures 1.6 Follow workplace health and safety requirements related to chemical and manual handling hazards when loading and unloading tanks 1.7 Use hoists in accordance with manufacturer's specifications, workplace and workplace health and safety requirements
2. Maintain flow of equipment cleaning process	2.1 Inspect hanging equipment for damage and when necessary, sent for repair or disposal 2.2 Return spreaders, gambles and any other hanging equipment to the slaughter floor promptly 2.3 Process and handle spreaders, gambles and any other hanging equipment to avoid damage 2.4 Keep work area neat and clean with clear segregation of sanitised and non-sanitised iron work 2.5 Promptly report difficulties encountered with maintaining the flow through the cleaning process promptly to the supervisor

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2192B Clean carcase hanging equipment.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2171 Clean carcase hanging equipment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must clean hanging equipment such as rollers, gambrels, spreaders, shackles and hooks which are either iron or plastic.

The candidate must:

- inspect hanging equipment thoroughly for damage
- correctly use mechanical handling aids where appropriate
- demonstrate the capacity to clean hanging equipment
- adjust cleaning materials and process to suit the variety of materials to be cleaned
- maintain a clean and neat work area
- follow the cleaning procedure for iron work as described in work instructions
- despatch hanging equipment promptly to slaughter floor
- maintain the flow of hanging equipment through the cleaning process
- report damage of hanging equipment requiring repair or disposal either orally or in writing according to work instructions
- report any difficulties to supervisor
- co-operate and communicate with team members to maintain flow through the cleaning process
- apply relevant regulatory requirements
- use relevant communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- work in a safe manner with due regard to the cleaning chemicals used, manual handling dangers and any other workplace health and safety requirements.

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- cleaning and sanitising process for hanging equipment
- function of hanging equipment in production

© Commonwealth of Australia, 2025 Skills Insight

- need for adequate sanitising of the hanging equipment
- need for oiling of the iron work (where applicable)
- relevant regulatory requirements
- workplace health and safety requirements for cleaning hanging equipment
- workplace health and safety hazards and precautions of working in this area
- consequences of not returning the hanging equipment promptly to the slaughter floor
- repercussions of faulty or damaged hanging equipment returning to the slaughter floor

Assessment Conditions

Assessment must be undertaken at an operating meat or pet meat processing premises.

Competency must be demonstrated when meeting the normal demands of the processing area.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2172 Clean amenities and grounds

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to clean areas other than production areas in a meat processing plant.

This unit is applicable to workers required to clean the amenities and grounds of a meat processing plant.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Clean toilets, shower blocks and locker rooms	1.1 Clean toilets, shower blocks and locker rooms in accordance with cleaning schedules, work instruction, and workplace health and safety policies and procedures 1.2 Use cleaning chemicals in accordance with manufacturer and workplace requirements 1.3 Identify specific areas requiring attention 1.4 Undertake post-cleaning monitoring
2. Clean canteens and eating areas	2.1 Clean eating areas in accordance with cleaning schedule, work instructions and workplace health and safety requirements 2.2 Use cleaning chemicals in accordance with workplace and manufacturer's requirements
3. Clean grounds	3.1 Identify types of waste and rubbish to be cleared 3.2 Identify and follow waste disposal arrangements for different types of waste 3.3 Clean grounds according to direction or relevant work instructions 3.4 Use chemicals such as herbicides in accordance with workplace and manufacturer's requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2193B Clean amenities and grounds.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2172 Clean amenities and grounds

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must clean areas other than production areas in a meat processing plant.

The candidate must:

- locate and cite relevant safety data sheets
- use chemicals according to workplace and manufacturer's requirements
- clean according to schedules
- dispose of waste correctly
- follow workplace health and safety policies and procedures
- apply relevant regulatory requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- monitoring of cleaned areas
- cleaning schedules for the range of areas
- waste disposal requirements
- importance of cleaning properly
- relevant regulatory requirements
- types of contamination

Assessment Conditions

Assessment must be conducted in a registered operating meat processing plant.

Competency must be demonstrated at normal rate of production.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2173 Overview cleaning program

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to gain an overview of cleaning programs that are carried out in the workplace. The cleaning programs detail the general cleaning of the workplace using detergents and sanitisers. This cleaning is usually performed after the product has been removed from the work area.

This unit is applicable to workers in a registered meat processing premises such as an abattoirs, independent boning rooms, food service operations, smallgoods factory, wholesale butchery, game meat processing establishment and pet food premises.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Transfer waste materials	1.1 Identify different types of waste materials 1.2 Explain workplace requirements for transferring waste materials to designated storage area
2. Clean site	2.1 Identify steps in a cleaning schedule 2.2 Identify and explain workplace and regulatory requirements related to cleaning the workplace 2.3 Identify and report health, hygiene and sanitation hazards according to workplace and health and safety requirements 2.4 Identify housekeeping tasks according to workplace and health and safety requirements 2.5 Identify appropriate cleaning equipment 2.6 Identify workplace and regulatory requirements related to post-cleaning monitoring
3. Use chemicals correctly	3.1 Identify chemicals used in the workplace 3.2 Cite Safety Data Sheets (SDS) for the chemicals and their contents 3.3 Explain workplace health and safety precautions for the use, handling and storage of chemicals are explained according to manufacturer's specifications and workplace requirements 3.4 Handle chemicals are handled in accordance with workplace health and safety requirements and manufacturer's instructions at all times 3.5 Store chemicals according to workplace health and safety, manufacturer's and workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2196C Overview cleaning program.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2173 Overview cleaning program

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must explain cleaning programs that are carried out in the workplace.

The candidate must:

- identify and follow a cleaning schedule
- correctly use cleaning chemicals for the work site and conditions
- correctly transfer waste materials to workplace requirements
- use communication skills relevant to work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- steps in a cleaning program
- workplace health and safety requirements for cleaning with chemicals
- common hazards and the importance of maintaining a sanitary work environment
- importance of correct waste disposal
- importance of cleaning the whole work area when product has been removed
- importance of following a cleaning schedule
- purpose and action of detergents and sanitisers
- workplace requirements relevant to cleaning
- equipment used to transfer waste
- factors inhibiting achieving adequate standards of cleanliness
- waste materials for transfer and explain waste transfer requirements and conditions
- housekeeping tasks to be completed according to workplace procedures

Assessment Conditions

Assessment must occur in the workplace for established cleaning programs.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated for specific plant cleaning programs.

As a minimum, three different forms of assessment must be used.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2174 Clean after operations - boning room

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to clean and sanitise a boning room. It deals with the skills and knowledge required to operate, strip down and clean all the mechanical aids in the boning room (e.g. packing machinery, conveyors, elevators, scales, recording and labelling machines). It also involves the operation of high pressure cleaning equipment and the use of approved cleaning chemicals in the plant.

This unit is applicable to workers cleaning boning rooms after production has finished. The boning rooms may be attached to abattoirs or in smallgoods plants or part of food services, game processing or wholesaling operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Clean boning room	1.1 Clean boning room in accordance with cleaning schedule and work instructions 1.2 Undertake cleaning procedures to minimise condensation 1.3 Use cleaning chemicals in accordance with manufacturer's specifications and workplace health and safety requirements 1.4 Identify major areas of contamination 1.5 Ensure cleaning procedures meet pre-operational hygiene requirements 1.6 Ensure surfaces are left free of excess moisture
2. Clean boning room machinery	2.1 Isolate machinery in accordance with workplace requirements 2.2 Clean boning room packing machinery in accordance with workplace requirements and manufacturer specifications 2.3 Isolate and clean conveyers and elevators 2.4 Clean electronic scales, recording and labelling machines in accordance with workplace requirements and manufacturer's specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2197C Clean after operations – boning room.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2174 Clean after operations - boning room

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must clean and sanitise a boning room.

The candidate must:

- clean boning room in accordance with workplace requirements
- clean boning room machinery in accordance with workplace requirements
- observe workplace health and safety requirements for cleaning the boning room
- identify and apply relevant regulatory requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- monitor program for boning room hygiene and sanitation including surface swabbing and pre-operational checks

Knowledge Evidence

The candidate must clean and sanitise a boning room.

The candidate must:

- importance of drying, and of avoiding condensation in boning rooms
- cleaning schedule for the boning room
- major sources and locations of contamination in the boning room
- specific cleaning programs and workplace health and safety requirements for boning room machinery and conveyor systems

Assessment Conditions

Assessment must be conducted in a registered operating meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated during normal cleaning operations.

As minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2175 Clean after operations - slaughter floor

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to clean and sanitise a slaughter floor after operations. It deals with the skills and knowledge required to operate, strip down and clean all the mechanical aids on the slaughter floor (e.g. knocking or stunning equipment, hoists, rails, chutes, bins, viscera tables). It also includes the operation of high pressure cleaning equipment and the use of approved cleaning chemicals in the plant.

This unit is applicable to workers in abattoirs, knackeries and game processing establishments.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Clean slaughter floor	1.1 Clean slaughter floor in accordance with cleaning schedule and work instructions. 1.2 Use cleaning chemicals according to manufacturer's specifications and workplace health and safety requirements. 1.3 Undertake post-cleaning monitoring in accordance with workplace requirements. 1.4 Conduct slaughter floor cleaning to workplace health and safety requirements. 1.5 Identify and clean specific areas of contamination risk according to workplace requirements.
2. Clean equipment and fittings	2.1 Clean knocking or stunning area and isolate and/or immobilise equipment. 2.2 Tag out and immobilise equipment during cleaning. 2.3 Isolate, strip down, clean and sanitise machinery according to work instructions. 2.4 Check cleaned areas according to workplace requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2198C Clean after operations – slaughter floor.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2175 Clean after operations - slaughter floor

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must clean and sanitise a slaughter floor after operations.

The candidate must:

- identify significant areas of contamination on slaughter floor
- clean slaughter floor effectively in accordance with cleaning program
- clean slaughter floor equipment in accordance with work instructions and workplace health and safety requirements
- apply relevant regulatory requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- implications for production if slaughter floor fails to meet pre-operational check requirements
- cleaning schedule for slaughter floor
- hygiene and sanitation monitoring program for slaughter floor
- relevant regulatory requirements
- significant areas of contamination on slaughter floor
- specific workplace health and safety risks associated with cleaning machinery on slaughter floor

Assessment Conditions

Assessment must be conducted in an abattoir under normal working conditions.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated throughout the process area and in cleaning all items of equipment.

As minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2176 Transport meat and meat products

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to transport meat and/or meat products. It relates to the transportation of meat where the transport operator has physical contact with meat.

This unit is applicable to the transport of meat products by truck.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare to transport food	1.1 Inspect vehicles and containers or receptacles used to transport food and ensure they are appropriate for use 1.2 Prepare vehicles and containers or receptacles used to transport food for use 1.3 Load and secure food as required, according to product requirements and workplace safety and regulatory requirements
2. Transport food	2.1 Monitor and control food safety hazards as required by the food safety program to ensure that food safety is maintained during transport 2.2 Where food safety control requirements are not met, promptly report non-conformance and take corrective action 2.3 Unload food as required according to product requirements and workplace procedures 2.4 Record food safety information to meet the requirements of the food safety program

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2201C Transport food.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2176 Transport meat and meat products

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must transport meat and/or meat products.

The candidate must:

- prepare to transport food, including:
  - confirming that food holding containers or receptacles meet workplace hygiene standards
  - confirming that equipment used to maintain the required environment during transport is ready for use
  - food parameters (including temperature, loading and unloading areas, and containers and receptacles) are met prior to loading, transporting and unloading
  - confirming vehicle and associated equipment are ready to transport food
- load and unload food as required by work responsibility by following procedures to ensure that food is loaded and unloaded in correct sequence and configuration and that food cannot become contaminated by being located in proximity to other food or non-food items
- maintain work area and vehicles in a tidy state to meet workplace requirements
- transport food safely
- observe relevant workplace health and safety requirements
- locate and follow workplace information relating to food safety responsibilities
- identify and implement the methods and procedures used to control food safety hazards
- monitor food safety hazards as required by workplace requirements
- record results of monitoring and maintain records as required by the food safety program
- report non-conformance and/or unusual circumstances which could affect food safety
- take appropriate corrective action in response to failure to meet food safety requirements as required by workplace procedures
- undertake record-keeping responsibilities relating to food safety
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

© Commonwealth of Australia, 2025 Skills Insight

- use work instructions to find advice on food safety responsibilities relating to own work

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- characteristics of food transported as they affect loading and handling of food and the potential for cross-contamination resulting from location in proximity to other food or non-food items that are transported
- procedures and responsibilities for food safety relating to own work
- non-conformance and/or unusual circumstances which could affect food safety
- microbiological, physical and chemical hazards that can occur when loading, transporting and unloading food, including the types of hazards likely to occur, the conditions under which they occur and possible consequences
- environmental conditions necessary to maintain food safety
- methods and procedures used to control food safety hazards

Assessment Conditions

Competency must be demonstrated utilising trucks usually used for delivery.

Assessment must occur in the workplace under normal despatch and delivery conditions.

As minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA2177 Handle working dogs in stock yards

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to use and manage working dogs in stock yards and holding paddocks.

This unit is applicable to stock handlers using working dogs in yards and holding paddocks on farms, at saleyards and at abattoirs. Activities undertaken may including mustering holding paddocks, drafting stock, loading and unloading stock and feeding a race.

This Unit is not applicable to the training of working dogs or the use of working dogs on open range pastoral operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare yards and dogs for work	1.1 Identify workplace health and safety hazards in stock yards 1.2 Identify hazards to the welfare of working dogs in stock yards 1.3 Routinely check yards for animal welfare hazards, assess risks, and implement suitable controls 1.4 Select, use and maintain suitable Personal Protective Equipment (PPE). 1.5 Check dogs before and after work to ensure their condition and health are maintained 1.6 Identify and report unhealthy or injured dogs to foreman or manager
2. Muster and move livestock using working dogs	2.1 Identify and explain the relevant sections of applicable animal welfare standards and regulations 2.2 Use dogs suitable for the task for working livestock 2.3 Explain and demonstrate principles of low stress livestock handling 2.4 Follow workplace health and safety and workplace procedures for working with dogs and livestock 2.5 Check, muster and move livestock in holding pens, yards and laneways
3. Care for working dogs	3.1 Explain and follow workplace requirements for housing dogs 3.2 Explain workplace health and safety risks associated with working and handling dogs and follow workplace requirements 3.3 Explain and meet dietary requirements of working dogs 3.4 Clean and check kennels as a part of regular daily routines 3.5 Identify common working dog conditions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

New unit -no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA2177 Handle working dogs in stock yards

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must use and manage working dogs in stock yards and holding paddocks.

The candidate must:

- identify hazards and follow safe operating procedures in stock yards
- be observed safely checking working dogs prior to handling animals
- be able to identify signs of ill health or injury to the working dog
- be observed providing due care and handling animals safely and humanely
- observe, identify and react appropriately to WHS hazards
- observe, identify and assess hazards that may impact on animal welfare to the dog and livestock
- be able to explain and apply relevant regulatory requirements as applicable
- be able to describe and apply the principles of low stress stock handling
- be observed moving stock around pens, yards and laneways in lairage in accordance with workplace procedures
- be observed cleaning and maintain housing for dogs
- provide sufficient and suitable feed and fresh water for the working dog
- use oral communication skills/language competence to fulfil the job role as specified by the organisation including questioning, active listening, asking for clarification and seeking advice from supervisor
- use, maintain and store suitable personal protective equipment for working in yards

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- basic nutritional and welfare requirements of working dogs
- common working dog conditions including injury or illness and reporting procedures
- livestock behavioural characteristics and movement in handling areas
- dog suitability for the task

© Commonwealth of Australia, 2025 Skills Insight

- principles of low stress handling when using a working dog
- WHS risks with working dogs and adhere to animal welfare legislative requirements
- the impact of stress and injury on livestock
- Standard Operating Procedures (SOPs) and work instructions for animal handling

Assessment Conditions

Competency should be demonstrated at the normal speed of production.

Assessment should take place in an operating meat processing plant.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration or project
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3000 Stun animal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required for the humane, effective and hygienic stunning of animals.

This unit is applicable to workers in registered slaughtering establishments.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Restrain animal	1.1 Restrain animal humanely and safely in appropriate position in accordance with animal welfare regulatory and workplace requirements 1.2 Restrain animal in correct position for stunning as required 1.3 Restrain animal with appropriate restraining equipment
2. Operate stunning equipment	2.1 Operate stunning equipment in accordance with workplace and regulatory requirements 2.2 Maintain stunning equipment and facilities in effective working order 2.3 Operate stunning equipment humanely in accordance with animal welfare regulatory and workplace requirements
3. Stun the animal	3.1 Stun animal in accordance with animal welfare regulatory and workplace requirements 3.2 Stun animal to workplace and health and safety requirements 3.3 Check stun where part of work instructions, and take corrective action when effective stun is not achieved 3.4 Ensure stunning effectiveness is in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3001C Knock and stun animal.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3000 Stun animal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must humanely, effectively and hygienically stun animals.

The candidate must:

- restrain animal effectively and safely, with minimum stress to the animal
- stun animal effectively in accordance with workplace health and safety, workplace and regulatory requirements
- correctly use measuring equipment for voltage and/or gas levels, as applicable
- demonstrate procedures to be taken if stun is not effective
- check, operate and maintain stunning equipment according to workplace requirements
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- report equipment faults according to workplace requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- alternative methods of stunning
- animal welfare requirements including importing country requirements and religious considerations where appropriate
- purpose of stunning animal
- risks of potential contamination and cross-contamination during stunning
- workplace health and safety consequences of not achieving an effective stun
- purpose of having a back-up procedures
- impact of ineffective restraining and stunning on product quality
- relevant regulatory requirements

Assessment Conditions

Assessment must be performed in an operating abattoir or knackery.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at normal production speed with a range of types of stock (which can be from a single species).

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3001 Stick and bleed animal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required for the humane, effective and hygienic bleeding of animals.

This unit is applicable to workers in registered slaughtering establishments.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Stick and bleed the animal	1.1 Accurately locate and identify major blood vessels, trachea and/or oesophagus 1.2 Use knife to sever the major blood vessels safely and hygienically to workplace requirements 1.3 Stick animal in manner to avoid undue and unnecessary suffering to the animal in accordance with animal welfare requirements 1.4 Make incision exposing the trachea or oesophagus in accordance with animal welfare, regulatory and workplace requirements, where part of work instruction 1.5 Conduct sticking procedures to minimise risk of contamination to the carcase and to maintain product quality 1.6 Identify and explain threats of contamination and cross-contamination in the sticking process 1.7 Bleed animal in a fast and complete process to avoid undue suffering 1.8 Bleed carcase in accordance with workplace and regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3002C Stick and bleed animal.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3001 Stick and bleed animal

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must humanely, effectively and hygienically bleed animals.

The candidate must:

- demonstrate effective sticking of animal in accordance with workplace health and safety and workplace requirements
- maintain, clean and handle knives safely and hygienically
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- religious requirements, where relevant
- animal welfare considerations and animal welfare requirements
- consequences of an incomplete bleed for the quality of the product
- purpose of sticking
- purpose of a fast and complete bleed
- anatomical structures relevant to sticking, including variations between species
- relevant regulatory requirements
- potential causes of contamination and cross-contamination
- requirements of the Animal Welfare standards and regulations, and enterprise ethical standards relating to the bleeding of animals

Assessment Conditions

Assessment must occur in a registered slaughtering establishment under normal production conditions.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at normal chain speed.

As a minimum the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3002 Handle animals humanely while conducting ante-mortem inspection

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required for the safe and humane handling of animals prior to slaughter.

This unit is for workers who are employed to undertake ante-mortem inspection or who assist those undertaking ante-mortem inspection. Such inspection may occur in a slaughtering establishment or stockyard or lairage.

All work should be carried out to comply with workplace procedures, regulatory and customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

NIL

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify animal species and breeds, and their behavioural characteristics	1.1 Identify common breeds 1.2 Identify normal behavioural characteristics of relevant species
2. Identify and comply with animal welfare requirements for stock handling and lairage facilities	2.1 Identify and comply with animal welfare regulatory requirements 2.2 Identify workplace and regulatory requirements for lairage and confirm as suitable for use 2.3 Identify facilities and equipment and confirm as suitable for use
3. Handle animals to achieve objective or outcome required	3.1 Move and process animals (e.g. for ante-mortem inspection) and sort as required by workplace and regulatory standards 3.2 Identify and comply with workplace health and safety requirements for handling animals 3.3 Handle animals appropriately to prevent injury, minimise stress and maintain the quality of meat, hides or skins
4. Handle contingencies	4.1 Handle suspect sick or injured stock in accordance with workplace and regulatory requirements 4.2 Handle wild or uncooperative animals humanely without disturbing or injuring other animals or people
5. Deal with affected animals appropriately	5.1 Treat affected animals in accordance with regulatory, workplace and health and safety requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3003A Handle animals humanely while conducting ante-mortem inspection.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3002 Handle animals humanely while conducting ante-mortem inspection

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must safely and humanely handle animals while conducting ante-mortem inspection.

The candidate must:

- take steps to minimise stress and injury to stock during handling procedures
- handle animals humanely during ante-mortem inspection
- handle sick and injured animals in accordance with workplace and regulatory requirements
- apply emergency procedures as required
- use effective interpersonal skills in a range of contexts, including stressful situations
- comply with workplace health and safety requirements for handling stock
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- enterprise arrangements for emergency kill and humane destruction
- methods to handle livestock in a calm and low-stress manner
- impact of stress during handling on the ultimate pH and quality of meat
- impact of poor handling
- workplace health and safety requirements for handling stock
- regulatory and workplace requirements for animal welfare
- documentation required for ante-mortem inspection
- regulatory requirements when dealing with animals affected by common and exotic or notifiable diseases including:
  - animal welfare legislation
  - Department of Agriculture and/or state meat authority regulation

© Commonwealth of Australia, 2025 Skills Insight

  - company procedures
  - any specific company requirements.
- procedures for dealing with animal-handling emergencies

Assessment Conditions

Competency must be assessed in a stockyard or lairage under real working conditions.

As a minimum the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3003 Assess effective stunning and bleeding

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to assess the humane and effective stunning and slaughter of animals.

This Unit is applicable to the assessment of the effectiveness of stunning and bleeding in a slaughtering establishment. The training would normally be undertaken by Quality Assurance officers and supervisors who monitor the humane slaughtering of animals.

This Unit will fulfil the importing country requirements for meat processing establishments exporting to the European Union, and meets the European Union Regulation EC 1099/2009 training requirements for the assessment of effective stunning and bleeding.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Assess the effective stunning of an animal prior to bleeding	1.1 Check animal for an effective stun prior to bleeding 1.2 Take corrective action when effective stun is not achieved 1.3 Keep records of the assessment of effective stunning according to workplace requirements 1.4 Assess stunning against the applicable work instruction and Standard Operating Procedures to ensure it is effective and humane
2. Check for bleed chain insensibility	2.1 Check animals for insensibility on the bleed chain 2.2 Immediately report signs of sensibility and take immediate corrective action 2.3 Keep records of the assessment of effective stunning and bleeding according to workplace requirements 2.4 Assess bleeding against the applicable work instruction and Standard Operating Procedures to ensure it is effective and humane

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3004A Assess effective stunning and bleeding.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3003 Assess effective stunning and bleeding

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must assess the humane and effective stunning and slaughter of animals.

The candidate must:

- assess effectiveness of animal stunning in accordance with workplace and regulatory requirements
- record assessment of bleed chain insensibility according to the workplace requirements
- identify the causes of bleed chain insensibility
- read and interpret electronic data (where applicable)
- monitor bleed chain insensibility according to workplace requirements
- implement procedures if stun or bleeding is not effective
- record monitoring and assessment results of stunning and or bleed chain insensibilities
- report stunning and bleeding failures
- apply relevant regulatory and work place requirements
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- follow workplace health and safety procedures

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- methods of stunning and their application
- animal welfare requirements including importing country requirements where appropriate
- purpose of stunning animal
- the indicators of an effective stun
- signs of an ineffective stun
- animal welfare implications of ineffective stunning and bleeding
- workplace and regulatory requirements for monitoring stunning
- the causes of ineffective stunning and bleeding

© Commonwealth of Australia, 2025 Skills Insight

- signs of bleed chain insensibility
- procedures for the assessment of stunning
- procedures for the assessment of bleed chain insensibility
- workplace and regulatory requirements for monitoring bleed chain insensibility
- workplace health and safety consequences of not achieving an effective stun
- impact of ineffective restraining and stunning on product quality
- relevant regulatory requirements
- corrective actions for an ineffective stun

Assessment Conditions

Assessment must be performed in an operating abattoir or knackery, at production speed.

As a minimum the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3004 Monitor the effective operations of electrical stimulation

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to monitor an automated or manual electrical carcase stimulation unit to ensure that the carcases are receiving the optimal stimulation.

This Unit is applicable to workers monitoring electrical stimulation units in slaughtering establishments.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Monitor electrical stimulation unit	1.1 Monitor the electrical stimulation unit using the correct procedure to check electrical stimulation equipment operation 1.2 Use dummy load across each of the electrical inputs to check operation in accordance with work instructions and manufacturers' specifications 1.3 Observe for and describe the normal reaction of carcases to electrical stimulation 1.4 Observe for and respond to any abnormal reaction of carcases to electrical stimulation 1.5 Follow up on requests for maintenance and check operation is normal 1.6 Follow workplace health and safety requirements for working around electrical stimulation units
2. Ensure routine checks of equipment by technicians are performed	2.1 Arrange or oversee routine checks to ensure a full check of the equipment is made including: electrical parameters, stored programs, electrical safety, electrodes and equipment integration 2.2 Review maintenance and equipment reports detailing the findings and recommendations and implement corrective actions
3. Respond to audits of carcase specification compliance	3.1 Describe the pH/temperature window and its importance to meat quality 3.2 Describe the audit process for electrical stimulation unit performance and the various potential findings 3.3 Respond to adverse audit findings including recommendations to alter stimulation inputs, alter stimulation time and adjust chilling regime

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3005A Monitor the effective operations of electrical stimulation.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3004 Monitor the effective operations of electrical stimulation

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must monitor an automated or manual electrical carcase stimulation unit to ensure that the carcases are receiving the optimal stimulation.

The candidate must:

- observe and recognise normal and abnormal carcase responses to electrical stimulation
- instruct workers in and around electrical stimulation units to recognise and report abnormal carcase responses
- work safely around electrical stimulation units
- monitor the electrical stimulation unit using the correct procedure including readouts
- use dummy load across each of the electrical inputs to check operation
- request and schedule maintenance
- review maintenance and performance audit reports and ensure follow up action has been taken
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- purpose of electrical stimulation
- pH/temperature window and its importance to meat quality
- causes of heat toughening and cold shortening and the impacts on meat quality
- correct procedures to check electrical stimulation equipment operation
- purpose of dummy loads to check operation
- relevant work instructions and manufacturers' specifications
- normal and abnormal reactions of carcases to electrical stimulation
- required routine checks for electrical parameters, stored programs, electrical safety, electrodes and equipment integration

© Commonwealth of Australia, 2025 Skills Insight

- use of an oscilloscope to ensure that the waveform parameters are as specified
- maintenance and equipment reports
- audit process for electrical stimulation unit performance and the various potential findings
- how to respond to adverse audit findings of electrical stimulation unit performance
- workplace health and safety issues associated in working around electrical stimulation units

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal enterprise **or** production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3005 Rod weasand

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to rod the weasand.

This unit is applicable to workers in abattoirs and knackeries.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Prepare equipment	1.1 Check and prepare equipment and materials for processing 1.2 Clean equipment to workplace requirements
2. Rod weasand	2.1 Identify sources of contamination and cross-contamination 2.2 Rod weasand in accordance with workplace health and safety and workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3006C Rod weasand.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3005 Rod weasand

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must rod the weasand.

The candidate must:

- rod the weasand to workplace requirements
- comply with workplace health and safety requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- anatomy relevant to rodding weasand
- workplace health and safety requirements for rodding weasand
- potential for contamination and cross-contamination
- purpose of rodding the weasand
- ways of minimising contamination and cross-contamination
- work instructions for rodding the weasand
- relevant regulatory requirements

Assessment Conditions

Assessment must be performed in an operating abattoir or knackery.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3006 Seal weasand

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to seal the weasand.

This unit is applicable to workers in abattoirs and knackeries.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Prepare equipment and materials	1.1 Arrange equipment and supplies of materials in preparation for the procedure according to workplace standards. 1.2 Clean equipment and materials to workplace requirements. 1.3 Assemble adequate stores of consumables prior to commencement of work.
2. Seal weasand	2.1 Accurately locate weasand. 2.2 Seal weasand in accordance with workplace requirements. 2.3 Identify sources of contamination and cross-contamination and minimise contamination. 2.4 Identify and meet workplace health and safety requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3007C Seal weasand.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3006 Seal weasand

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must seal the weasand.

The candidate must:

- select and prepare appropriate equipment according to workplace requirements
- report equipment faults according to workplace requirements
- seal weasand according to work instruction
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- anatomy relevant to sealing weasand
- importance of correctly sealing weasand
- methods used for sealing weasand
- potential for contamination and cross-contamination
- applicable work instructions
- workplace health and safety requirements
- equipment required
- relevant regulatory requirements

Assessment Conditions

Assessment must be conducted in an operating abattoir or knackery.

Competency must be demonstrated at normal chain speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3007 Ring bung

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to open the hide/pelt from around the bung and free the bung.

This unit is applicable to workers in abattoirs and knackeries.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Ring bung	1.1 Identify and meet workplace health and safety requirements 1.2 Identify and minimise sources of contamination and cross-contamination 1.3 Remove hide or pelt from around the anus and tail area in accordance with work instructions 1.4 Cut anus and vulva (bung) in accordance with work instructions 1.5 Sever tissue around anus and vulva and free anus and vulva with minimal damage 1.6 Trim dags from around anus in accordance with work instructions, and hygiene and sanitation requirements, where this forms part of the work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3008C Ring bung.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3007 Ring bung

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must open the hide/pelt from around the bung and free the bung.

The candidate must:

- remove hide or pelt cleanly from around the bung and without damage, according to workplace requirements
- free the bung with minimal damage and contamination
- cut the bung to workplace requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- purpose of ringing the bung
- work instruction for ringing the bung
- consequences of incorrectly performing this procedure
- relevant regulatory and workplace requirements
- sources of contamination and cross-contamination

Assessment Conditions

Assessment must be carried out in an operating abattoir or knackery.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3008 Seal bung

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to manually, or with the aid of a machine, seal the bung.

This unit is applicable to workers in abattoirs and knackeries.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare equipment and materials	1.1 Select and prepare materials for the procedure according to workplace standards 1.2 Clean equipment and materials to workplace requirements 1.3 Check and maintain machinery or equipment, if used, in accordance with workplace requirements
2. Seal the bung	2.1 Explain purpose and importance of sealing the bung 2.2 Seal bung in accordance with workplace requirements 2.3 Identify sources of contamination and cross-contamination and minimise contamination 2.4 Identify and meet workplace health and safety requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3009C Seal bung.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3008 Seal bung

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must manually, or with the aid of a machine, seal the bung.

The candidate must:

- seal bung to workplace standards
- apply relevant regulatory requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- anatomy relevant to sealing the bung and the importance of correctly sealing the bung
- work instructions and workplace health and safety requirements
- potential for contamination and cross-contamination
- relevant regulatory requirements

Assessment Conditions

Assessment must be conducted in an operating abattoir or knackery.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3009 Split carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to split the carcase.

This unit is applicable to those whose duties include splitting a carcase either manually or using a mechanical saw.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Clean and prepare equipment	1.1 Sterilise and check equipment to ensure it is in operational order according to workplace and health and safety requirements. 1.2 Clean and maintain splitting equipment according to work instructions.
2. Operate splitting equipment	2.1 Use splitting equipment to split carcase according to customer specifications and workplace requirements. 2.2 Spilt carcase according to workplace health and safety requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3010A Split carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3009 Split carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must split the carcase.

The candidate must:

- split carcases accurately with no soft siding
- split carcases in accordance with workplace and health and safety requirements
- perform routine cleaning and maintenance as specified in the work instructions
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- routine maintenance that forms part of the work instructions for splitting the carcase
- operation of the carcase splitting saw (where applicable)
- problems caused by soft siding carcases
- relevant work instructions and Standard Operating Procedures (SOPs)
- workplace health and safety requirements for operating, cleaning and maintaining the saw
- regulatory requirements
- sources of contamination and cross-contamination for carcase splitting

Assessment Conditions

Competency must be assessed at the normal speed of production and over a period of time.

Competency must be demonstrated in accordance with workplace requirements.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3010 Overview legging operation

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to understand the legging operation. This unit must be undertaken along with at least one other legging unit.

This unit is applicable to workers removing the hide or pelt of animal from the rear legs in large and small stock.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Explain legging operation	1.1 Identify and explain elements of legging operation 1.2 Identify and explain sources of contamination and cross-contamination 1.3 Identify specific hygiene and sanitation requirements for legging 1.4 Identify product or hide defects resulting from inaccurate cuts 1.5 Identify specific workplace health and safety risks associated with the legging area

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3011C Overview legging operation.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3010 Overview legging operation

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must explain the sequence and workplace requirements of a legging operation.

The candidate must:

- prepare and maintain equipment required during legging operation
- report equipment faults according to workplace requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- legging process
- use and importance of the spear cut during legging operations
- possible product or hide defects caused in legging operations
- consequences to product or hide of inaccurate opening cuts
- regulatory or importing country requirements
- relevant regulatory and workplace requirements
- sources of contamination and cross-contamination of product during legging process
- equipment used in legging and explain its purpose and care
- specific workplace health and safety requirements in the legging area

Assessment Conditions

This unit must be undertaken with another legging unit and cannot be assessed in isolation.

Assessment must involve the understanding of workplace work instructions.

© Commonwealth of Australia, 2025 Skills Insight

A minimum of three different forms of assessment must be used.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3012 Make first leg opening cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform first leg opening cuts and to remove udders, pizzles and testicles of cattle, buffalo, deer, camels and horses.

This unit is applicable to workers in abattoirs and knackeries.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

AMPA3010 Overview legging operation

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Make first leg cuts	1.1 Remove strip of hide along the hock of the first leg in accordance with work instructions. 1.2 Open hide down the inside of the first leg with minimum contamination in accordance with work instructions. 1.3 Maintain compliance with workplace health and safety requirements for the legging area. 1.4 Completely remove udders from lactating females leaving supramammary lymph nodes in accordance with work instructions. 1.5 Remove pizzles and testicles in males in accordance with work instructions. 1.6 Wash hands and sterilise knives before and after trimming. 1.7 Trim milk spillage or any other contamination and dispose of waste in accordance with work instructions.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3012C Make first leg opening cuts.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3012 Make first leg opening cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must perform first leg opening cuts and to remove udders, pizzles and testicles of cattle, buffalo, deer, camels or horses.

The candidate must:

- cut the leg so that all cuts through the hide are directed outwards (spear cut)
- complete first leg opening cuts in accordance with work instructions
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- methods used to achieve a hide with good shape and consistency
- equipment sterilisation requirements
- consequences of cutting the hide muscle structure and surfaces
- relevant workplace health and safety requirements
- sources of contamination and cross-contamination
- relevant anatomy of the species processed

Assessment Conditions

Assessment must be conducted on a slaughter floor or processing floor of a registered meat processing enterprise.

Competency must be demonstrated at normal chain speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3013 Make second leg opening cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform second leg opening cuts on the hind leg of cattle, buffalo, camels, horses and deer.

This unit is applicable to abattoirs and knackeries.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

AMPA3010 Overview legging operation

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Make second leg cuts	1.1 Remove strip of hide along the hock of the second leg in accordance with work instructions 1.2 Open hide down the inside of the second leg with minimum contamination in accordance with work instructions 1.3 Identify and comply with workplace health and safety requirements for the legging area 1.4 Wash hands and sterilise knives before and after trimming 1.5 Trim contamination and dispose of waste in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3013C Make second leg opening cuts.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3013 Make second leg opening cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must perform second leg opening cuts on the hind leg of cattle, buffalo, camels, horses or deer.

The candidate must:

- demonstrate methods used to achieve a hide with good shape and consistency
- follow the requirements of the relevant work instruction
- dispose of any trimmings in accordance with work instructions
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- anatomical features of livestock relevant to second leg opening cuts
- second leg operations and work instructions
- equipment sterilisation requirements
- relevant workplace health and safety requirements
- enterprise quality requirements for hides
- relevant regulatory and workplace requirements

Assessment Conditions

Assessment has to be conducted in an operating meat processing plant.

Competency must be demonstrated at the normal chain speed over a period of time.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3014 Perform legging on small stock

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform hind legging operations on small stock such as sheep and goats.

This unit is applicable to those performing legging on the hind legs of small stock.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

AMPA3010 Overview legging operation

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Open the pelt	1.1 Open pelt down the inside of the hind leg from the hock to the pit area in accordance with work instructions. 1.2 Open pelt applying the technique of cuts aimed outwards to minimise damage to tissue or pelt in accordance with work instructions.
2. Remove udders, testicles and pizzles	2.1 Open pelt between the tail and the cod or udder area, and remove pizzle and testicles or udder with zero spillage in accordance with work instructions.
3. Remove the pelt	3.1 Remove pelt from the outside of the leg down to the flank maintaining minimal damage to pelt or tissue in accordance with work instructions. 3.2 Remove hock in accordance with workplace procedures and related equipment is sterilised to avoid cross-contamination, where this forms part of the work instruction.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3014C Perform legging on small stock.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3014 Perform legging on small stock

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must perform hind legging operations on small stock such as sheep and goats.

The candidate must:

- perform legging cuts in accordance with work instructions
- direct all cuts through the pelt outwards (spear cuts)
- achieve a hide with good shape and consistency using appropriate methods
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory and workplace requirements
- comply with workplace health and safety requirements for the legging area

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- equipment sterilisation requirements
- methods used to avoid contamination
- impact of damage to the carcase on product quality
- consequences of cutting the muscle structure and surfaces
- relevant regulatory and workplace requirements
- workplace health and safety requirements for the legging area
- sources of contamination and cross-contamination

Assessment Conditions

Assessment must be conducted in an operating meat processing plant.

Competency must be demonstrated at normal production speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3020 Bone neck

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to bone a neck. This task is usually, but not necessarily, performed on the slaughter floor.

This unit is applicable to workers boning necks on a slaughter floor or in a boning room, smallgoods plant or retail butchery premises.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Bone neck	1.1 Identify neck meat to be boned. 1.2 Identify and trim defects and contaminants in accordance with work instructions. 1.3 Bone neck in accordance with work instructions. 1.4 Bone neck to maximise yield. 1.5 Identify and comply with workplace health and safety requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3015A Bone neck.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3020 Bone neck

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must bone a neck.

The candidate must:

- identify relevant anatomical structure of the neck and neck area
- identify neck meat to be recovered
- bone neck in accordance with work instructions to maximise yield
- comply with workplace health and safety requirements
- apply relevant workplace and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of

- techniques required to maximise yield
- potential sources of contamination and cross-contamination
- relevant workplace and regulatory requirements
- specific workplace health and safety requirements

Assessment Conditions

Assessment must be conducted in an operating meat processing enterprise.

Competency must be demonstrated at chain/production speed and over a period of time.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3021 Perform 'Y' cut

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform the 'Y' cut on sheep and goat slaughter floors.

This unit is applicable to those performing 'Y' cuts on sheep and goat slaughter floors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3044 Operate air knife

AMPA3023 Explain opening cuts

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Open the pelt on forelegs	1.1 Open pelt on both forelegs in accordance with workplace requirements. 1.2 Open pelt in accordance with workplace health and safety requirements.
2. Open the pelt	2.1 Open pelt on the neck and brisket in accordance with workplace requirements to avoid the risks of damage and contamination to the carcase. 2.2 Open pelt is opened on the neck and brisket following workplace health and safety requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3016B Perform ‘Y’ cut.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3021 Perform 'Y' cut

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must perform the 'Y' cut on sheep and goat slaughter floors.

The candidate must:

- demonstrate correct cutting lines
- open the pelt in accordance with the work instruction and at production speed
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant workplace health and safety, regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- equipment sterilisation requirements
- general economic impact of nicked, soiled or damaged hide or pelt and scored meat
- relevant work instructions for opening the foreleg and the brisket area
- relevant workplace health and safety, regulatory and workplace requirements
- general anatomy of carcase relevant to the task

Assessment Conditions

Assessment must occur in an operating meat processing plant.

Competency must be demonstrated under normal production conditions at the usual speed of production and according to workplace requirements.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3022 Skin head

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to manually remove the hide or pelt from a head.

This unit is applicable to workers making opening cuts in hides or pelts in abattoirs, knackery or game processing establishments.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	**Performance criteria**
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Remove hide or pelt from head	1.1 Remove hide or pelt from head in accordance with workplace requirements 1.2 Remove hide or pelt from head leaving underlying muscle undamaged 1.3 Remove hide or pelt from head in accordance with workplace health and safety requirements 1.4 Identify and manage sources of contamination and cross-contamination according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3017A Skin head.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3022 Skin head

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must manually remove the hide or pelt from a head.

The candidate must:

- use sterilisation techniques required prior to and during the skinning of the head
- skin the head to workplace requirements
- work cleanly and to avoid the risks of contamination of the head and carcase
- use communication techniques relevant to work instructions and Standard Operating Procedures (SOPs)
- keep work area clean and tidy
- dispose of hide or pelt in accordance with work instructions
- identify sources of contamination and cross-contamination and rectify accordingly

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- workplace requirements for removing hide or pelt from head
- consequences of incorrectly removing hide or pelt from head
- use of head meat
- relevant regulatory requirements
- workplace health and safety requirements related to removing hide or pelt from head

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal chain speed for the meat processing plant.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3023 Explain opening cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to explain the opening cut process, and to identify sources of contamination and the risks to hides, pelts and product.

This unit is applicable to workers making opening cuts in hides or pelts abattoirs, knackery or game processing establishments.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3044 Operate air knife

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Explain opening cuts	1.1 Identify steps involved in opening carcase hide or pelt in accordance with work instructions. 1.2 Identify sources of contamination and cross-contamination in accordance with hygiene and sanitation policies. 1.3 Identify hygiene and sanitation requirements. 1.4 Explain purpose of spear cuts. 1.5 Identify and explain quality implications of defective opening cuts for product and hide or pelt 1.6 Identify and explain workplace health and safety requirements associated with opening hides or pelts.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3021C Explain opening cuts.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3023 Explain opening cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must explain the opening cut process, and identify sources of contamination and the risks to hides, pelts and product.

The candidate must:

- clearly explain the steps, processes and equipment associated with opening cuts
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- equipment sterilisation requirements
- economic impact for the enterprise of nicked, soiled or damaged hides or pelts and scored meat
- hygiene, sanitation and workplace health and safety requirements
- possible sources of contamination and cross-contamination during opening cut process
- relevant work instructions
- process of opening hide prior to removal
- use of spear cuts in opening cuts
- relevant workplace requirements
- implications of poor opening cuts on product or hide quality
- regulatory or importing country requirements

Assessment Conditions

Competency must be demonstrated under normal production conditions and at the normal speed of production.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be assessed in an operating processing plant.

As a minimum, three different forms of assessment must be used.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3024 Perform flanking cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to split and clear the hide or pelt from the flank area of a carcase.

This unit is applicable to workers in abattoirs, game processing plants and knackeries.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3023 Explain opening cuts

AMPA3044 Operate air knife

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Split hides or pelts	1.1 Correctly split hides or pelts in accordance with work instructions. 1.2 Split hides or pelts avoiding contamination and puncturing. 1.3 Split hides or pelts in accordance with workplace health and safety and workplace requirements.
2. Flank the carcase	2.1 Flank carcase in accordance with work instructions. 2.2 Flank carcase using a knife or air knife with both left and right hand sides flanked. 2.3 Flank carcase without damage to the hides or pelts or contamination of the carcase. 2.4 Remove hides or pelts from the area in accordance with workplace health and safety requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3022C Perform flanking cuts.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3024 Perform flanking cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must split and clear the hide or pelt from the flank area of a carcase.

The candidate must:

- flank carcase in accordance with work instructions
- demonstrate correct cutting lines for flanking
- use effective knife skills
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- comply with workplace health and safety and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- economic impact of nicked, soiled or damaged pelt and scored meat during flanking operation
- flanking work instructions
- workplace health and safety and regulatory requirements
- potential sources of contamination and cross-contamination
- procedures for maintenance, cleaning and sterilisation of knives

Assessment Conditions

Assessment must be conducted in an operating processing plant.

Competency must be demonstrated at the normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3025 Perform brisket cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform the opening cuts for the brisket area of a carcase.

This unit is applicable to workers opening a hide or pelt in the brisket area.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

AMPA3023 Explain opening cuts

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Open the hide or pelt	1.1 Open hide or pelt in accordance with workplace requirements. 1.2 Open hide or pelt in accordance with workplace health and safety requirements.
2. Clear the hide or pelt	2.1 Where required, clear hide or pelt from around both forelegs in accordance with workplace requirements. 2.2 Clear hide or pelt from brisket area following workplace health and safety requirements to avoid the risks of damage and contamination to the carcase.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3023C Perform brisket cuts.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3025 Perform brisket cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must perform the opening cuts for the brisket area of a carcase.

The candidate must:

- open and clear the hide or pelt in brisket area in accordance with work instruction
- use correct cutting lines
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant workplace health and safety and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- general economic impact of nicked, soiled or damaged hide or pelt and scored meat
- relevant work instructions for opening and clearing the brisket area
- relevant workplace health and safety and regulatory requirements
- general anatomy of carcase relevant to the task

Assessment Conditions

Assessment must occur in a registered meat processing plant or facility.

Competency must be demonstrated in an operating meat processing plant or facility at normal production speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3026 Perform rumping cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove the hide from the rump area.

This unit is applicable to workers clearing the hide on the rump of large stock.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Pathway 1

AMPA3023 Explain opening cuts

AMPA3044 Operate air knife

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Pocket the rump	1.1 Pocket rump to work instructions 1.2 Identify and meet workplace health and safety requirements 1.3 Remove hide employing measures and techniques to avoid damage to hide or contamination of the carcase

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3024C Perform rumping cuts.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3026 Perform rumping cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove the hide from the rump area.

The candidate must:

- locate cutting lines for rumping
- complete rumping according to work instructions
- use correct cutting lines
- demonstrate effective knife skills
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- workplace health and safety requirements at all times
- economic impact of nicked, soiled or damaged hide and scored meat
- relevant work instructions
- relevant regulatory and workplace requirements
- general anatomy of carcase relevant to the task

Assessment Conditions

Assessment must occur on a slaughter floor under normal operating conditions.

Competency must be demonstrated at normal production speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3027 Perform rosette cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to open and clear the hides or pelts from the neck and shoulders.

This unit is applicable to workers performing rosette opening cuts.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3023 Explain opening cuts

AMPA3044 Operate air knife

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Open the hides or pelts	1.1 Open hides or pelts around the shoulders 1.2 Open hides or pelts in accordance with workplace instructions 1.3 Open hides or pelts in accordance with workplace health and safety requirements
2. Clear the hides or pelts	2.1 Clear hides or pelts from both sides of neck and deep into the neck and shoulders, clearing the brisket in accordance with workplace requirements 2.2 Clear hides or pelts from shoulder area in accordance with workplace health and safety requirements 2.3 Clear hides or pelts without damaging the carcase, hides or pelts

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3025C Perform rosette cuts.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3027 Perform rosette cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must open and clear the hides or pelts from the neck and shoulders.

The candidate must:

- make rosette cuts cleanly, safely and hygienically according to work instructions
- demonstrate effective knife skills
- identify contamination and take corrective action in accordance with workplace requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant workplace health and safety and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- hygiene and sanitation requirements
- relevant work instructions, including those relating to knives
- impact of damaged or contaminated hides, pelt or meat on the product quality and the implications for the business
- relevant workplace health and safety and regulatory requirements
- sources of contamination and cross-contamination
- general anatomy of carcase relevant to the task

Assessment Conditions

Assessment must occur in a registered meat processing plant or facility.

Competency must be demonstrated in an operating meat processing plant or facility at normal production speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3028 Perform midline cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform midline cuts to open and release the hide or pelt from the belly area of a carcase.

This unit is applicable to abattoirs, game processing plants and knackeries.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3023 Explain opening cuts

AMPA3044 Operate air knife

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Separate hides or pelts from belly area	1.1 Separate hides or pelts from belly area according to workplace requirements 1.2 Correctly separate hides or pelts from belly area using spear cuts from inside of hide or pelt to avoid contamination from the hide or pelt, fleece or hair 1.3 Identify sources of contamination and cross-contamination 1.4 Identify and comply with workplace health and safety requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3026C Perform midline cuts.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3028 Perform midline cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must perform midline cuts to open and release the hide or pelt from the belly area of a carcase.

The candidate must:

- locate and demonstrate correct cutting lines and techniques for midline cuts
- separate hides or pelts from belly area according to the work instruction
- avoid damage to the hide or pelt and meat
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- correct cutting lines and techniques for midline cuts
- relevant work instructions
- workplace health and safety requirements
- causes of damaged hides or pelts and meat cuts
- relevant regulatory requirements
- sources of contamination and cross-contamination
- consequence for the business of damaged or contaminated hides, pelts or meat cuts

Assessment Conditions

Assessment must be performed in an operating processing plant.

Competency must be demonstrated at normal chain speed.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3029 Scald and dehair carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to scald and de-hair pigs and other species such as goats.

This unit is applicable to workers in abattoirs and knackeries.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1.Scald exterior covering	1.1 Scald carcase according to workplace requirements 1.2 Carry out scalding procedures according to workplace health and safety requirements
2. Remove hair	2.1 Remove hair according to workplace requirements 2.2 Remove hair according to workplace health and safety requirements
3. Clean/shave carcase	3.1 Clean or shave carcase according to workplace health and safety requirements 3.2 Trim contaminants from carcase

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3031C Scald and de-hair carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3029 Scald and dehair carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must scald and de-hair pigs and other species such as goats.

The candidate must:

- demonstrate de-hairing procedures to workplace requirements
- demonstrate shaving, washing, trimming and cleaning of carcase to meet workplace requirements
- demonstrate trimming of contaminants and correct disposal of trimming
- demonstrate correct use of hair removal equipment
- apply relevant workplace health and safety and regulatory requirements
- monitor the scalding process including water temperature, where part of the workplace requirements
- report equipment faults according to workplace requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- correct use of hair removal equipment
- implications of knife stalls
- potential for contamination and cross-contamination
- work instructions relevant to the task
- relevant workplace health and safety and regulatory requirements

Assessment Conditions

Assessment must be conducted in an operating processing plant.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at the normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3030 Operate pelt puller

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a pelt puller.

This unit is applicable to plants processing sheep and goats.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Clean and prepare equipment	1.1 Clean and prepare equipment according to workplace requirements 1.2 Perform routine maintenance and checks according to work instructions
2. Position carcase	2.1 Position carcase and attach to pelt puller according to work instructions and workplace health and safety requirements
3. Operate pelt puller	3.1 Start and operate pelt puller according to work instructions 3.2 Identify and comply with workplace health and safety requirements 3.3 Monitor operation of puller and report damage to the carcase or pelts to the supervisor 3.4 Dispose of pelts in accordance with work instructions 3.5 Keep work area neat and tidy and clear of pelts

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3032C Operate pelt puller.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3030 Operate pelt puller

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a pelt puller.

The candidate must:

- operate a pelt puller to workplace standards
- apply relevant workplace health and safety and regulatory requirements
- report defective operation of puller clearly, accurately and promptly
- report malfunctions of puller or pelt removal not achieving workplace requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- take corrective action as specified in work instructions

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- general operation of the puller
- work instructions for the operation and routine maintenance of the pelt puller
- relevant workplace health and safety and regulatory requirements
- emergency procedures relating to pelt puller and positioning of carcase
- potential for contamination and cross-contamination and the required corrective actions

Assessment Conditions

Competency must be demonstrated at normal chain speed.

Assessment must be conducted in an operating processing plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3031 Operate hide puller

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a hide puller.

This unit is applicable to workers in abattoirs, knackeries and wild game processing establishments.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3044 Operate air knife

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare equipment	1.1 Prepare and check equipment for operation according to workplace requirements
2. Position carcase	2.1 Chain carcase according to workplace and health and safety requirements 2.2 Attach chains (hide puller) to hide, where this forms part of work instructions 2.3 Complete opening cuts, where this forms part of work instructions
3. Operate hide puller	3.1 Operate hide puller to work instructions 3.2 Operate rise and fall platform to workplace requirements, where this forms part of work instructions 3.3 Use knife or air knife to ensure hide removal is carried out without damage to hide or carcase 3.4 Achieve compliance with workplace health and safety requirements 3.5 Lower hide and disconnect from chain, where this forms part of work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3033C Operate hide puller.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3031 Operate hide puller

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a hide puller.

The candidate must:

- position carcase securely and safely, where part of work instructions
- comply with workplace health and safety requirements
- operate a hide puller according to workplace requirements
- operate a hide puller to achieve a hide with good shape and consistency
- remove hide without damage to carcase
- use correct maintenance procedures for hide pulling equipment
- report defects when hides are not coming off cleanly to supervisor in accordance with workplace requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- general operation of the puller
- work instructions
- potential for contamination and cross-contamination
- relevant regulatory requirements
- maintenance requirements for hide puller
- workplace health and safety issues related to the operation of the hide puller

Assessment Conditions

Competency must be demonstrated at the normal rate of production.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must be conducted on an operating slaughter floor or game meat processing establishment.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3032 Remove pelt manually

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes with the skills and knowledge required to remove a pelt or exterior covering manually without a mechanical aid.

This unit is applicable to workers removing a pelt by hand.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Position carcase	1.1 Secure carcase according to workplace requirements
2. Complete opening cuts	2.1 Cut leg so that all cuts to the pelt are directed outwards, where this forms part of work instructions 2.2 Punch pockets down each flank without damage to muscles or selvedge (where this forms part of work instructions) 2.3 Pull pelt from the carcase without damage or loss of value to either the carcase or the pelt (where this forms part of work instructions)
3. Clean covering from carcase	3.1 Remove covering completely without damage to the subcutaneous fat cover 3.2 Dispose of covering in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

The unit is equivalent to MTMP3034C Remove pelt manually.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3032 Remove pelt manually

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove a pelt or exterior covering manually without a mechanical aid.

The candidate must:

- remove the pelt cleanly and in accordance with work instructions
- apply relevant workplace health and safety and regulatory requirements
- work cleanly and avoid the risks of contamination to the carcase
- apply relevant communication skills

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- procedure for trimming of contaminants
- potential for contamination and cross-contamination
- relevant workplace health and safety and regulatory requirements
- work instructions

Assessment Conditions

Competency must be demonstrated at the normal chain speed.

Assessment must be conducted in an operating processing plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3033 Bed dress carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to bed dress cattle, deer or buffalo.

This unit is applicable to slaughter floors where hide pullers are not used and the hide is removed while the carcase is lying in a cradle. This unit may also cover bed dressing of buffalo and other large species of animals processed for either human consumption or pet food.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Position carcase	1.1 Position carcase correctly in cradle to provide good access by operators in accordance with workplace requirements. 1.2 Position carcase in accordance with workplace health and safety requirements.
2 Complete opening cuts	2.1 Perform opening cuts in accordance with workplace requirements. 2.2 Identify and meet workplace health and safety requirements. 2.3 Split hide correctly from the udder/cod and to the point of the brisket with outward cuts to avoid contamination and puncturing. 2.4 Flank carcase with both left and right sides split from the flank to the shoulder area. 2.5 Carefully make opening cuts around both forelegs with incision from pit to hock. 2.6 Clear hide from both forelegs in accordance with workplace procedures. 2.7 Open hide to the neck along the length of the brisket. 2.8 Clear hide from both sides of neck and deep into the neck and shoulders clearing the brisket.
3 Remove hide	3.1 Remove hide employing measures and techniques to avoid damage to, or contamination of, carcase. 3.2 Dispose of hide in accordance with workplace requirements. 3.3 Perform all operations in accordance with workplace health and safety requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3036C Bed dress carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3033 Bed dress carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must bed dress cattle, deer or buffalo.

The candidate must:

- position carcase correctly in the cradle
- remove hide without damage to hide or carcase
- bed dress carcase according to work instructions
- work with bed dressing partner to remove hide smoothly and safely (where applicable)
- apply relevant workplace health and safety and regulatory requirements
- operate, clean and maintain equipment according to workplace requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- general economic impact of nicked, soiled or damaged hide and scored meat
- importance of correctly placing carcase in cradle
- relevant work instructions
- relevant workplace health and safety and regulatory requirements
- general anatomy of carcase relevant to the task

Assessment Conditions

Assessment must occur in a registered meat processing plant.

Competency must be demonstrated at normal production speed.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3034 Eviscerate animal carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to eviscerate an animal carcase.

This unit is applicable to workers eviscerating carcases in a registered meat processing plant.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Remove internal organs and tissues	1.1 Identify organs and tissues 1.2 Remove pluck without contaminating the carcase and in accordance with work instructions 1.3 Remove digestive tract in accordance with work instructions 1.4 Present organs for inspection according to regulatory requirements 1.5 Identify and comply with workplace health and safety requirements 1.6 Identify sources of contamination and cross-contamination 1.7 Take corrective action in the event of contamination in line with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3037C Eviscerate animal carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3034 Eviscerate animal carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must eviscerate an animal carcase.

The candidate must:

- open carcase and remove internal organs to workplace and regulatory requirements
- use secure sealing procedures to avoid fouling the carcase (where this forms part of work instruction)
- apply relevant workplace health and safety requirements
- comply with workplace health and safety requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- work with team members to ensure offal is presented correctly for inspection

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- procedures for safe and hygienic use of knife
- work instructions, including corrective action requirements
- relevant workplace health and safety and regulatory requirements
- potential risks of contamination and cross-contamination of the carcase and the required steps for corrective action
- relevant anatomy of the species, breed, sex and age of the animal being processed

Assessment Conditions

Assessment must be conducted in a registered meat processing establishment.

Competency must be demonstrated at the normal rate of production.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3040 Operate brisket cutter or saw

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to cut the brisket prior to evisceration using a pneumatic cutter, saw or any other mechanical aid.

This unit is applicable to workers opening the brisket prior to evisceration.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare, clean and maintain equipment	1.1 Complete pre-operational checks of equipment according to workplace requirements 1.2 Perform routine cleaning, sterilisation and maintenance in accordance with work instructions
2. Operate brisket saw or scissors	2.1 Position brisket saw or scissors in the score mark at the top of the brisket in accordance with work instructions 2.2 Follow score mark to the base of the brisket using the brisket saw or cutter with no damage to the rib cavity or internal organs, in accordance with work instructions 2.3 Identify and comply with workplace health and safety requirements 2.4 Follow corrective action procedures in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3038C Operate brisket cutter, saw.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3040 Operate brisket cutter or saw

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must cut the brisket prior to evisceration using a pneumatic cutter, saw or any other mechanical aid.

The candidate must:

- maintain, clean and sterilise brisket saw, cutter or scissors in accordance with work instructions
- cut brisket correctly in accordance with work instruction
- apply relevant regulatory requirements
- report equipment faults to supervisor in accordance with workplace requirements
- take corrective action as required
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- corrective action if contamination or cross-contamination of the carcase occurs
- workplace health and safety requirements related to operating brisket saw, cutter or scissors
- operation of brisket saw, cutter or scissors
- potential sources of contamination or cross-contamination
- relevant regulatory requirements

Assessment Conditions

Competency must be demonstrated in an operating meat processing plant or facility at normal production speed.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in a registered meat processing plant or facility.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3041 Eviscerate wild game animal carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to eviscerate a carcase that has been wild game shot and forwarded to a meatworks for processing. Such carcases may be required to have the pluck left in to enable meat inspection procedures to take place at wild game processing establishments.

This unit is applicable to workers in registered wild game processing plants and is not relevant to field harvesters.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Remove the internal organs and tissues left in the wild game animal carcase	1.1 Identify organs and tissues to be removed 1.2 Remove pluck without contaminating the carcase in accordance with work instructions 1.3 Present organs for inspection according to regulatory requirements 1.4 Identify and comply with workplace health and safety requirements 1.5 Identify sources of contamination and cross-contamination 1.6 Take corrective action in the event of contamination in line with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3039C Eviscerate game shot carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3041 Eviscerate wild game animal carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must eviscerate a carcase that has been wild game shot and forwarded to a meatworks for processing.

The candidate must:

- remove internal organs to workplace and regulatory requirements
- follow procedures for presenting offal for inspection
- meet workplace health and safety requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- regulatory requirements applying to evisceration of wild game animal carcase
- purpose and method of presenting offal for inspection
- relevant work instructions
- organs to be removed
- potential risks of contamination and cross-contamination of the carcase and the required steps for corrective action

Assessment Conditions

Assessment must be conducted in a registered wild game processing establishment.

Competency must be demonstrated at the normal speed of production.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3042 Backdown pig carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to do the preparatory knife work marking a pig carcase prior to splitting.

This unit is applicable to workers on a pig slaughter floor, boning room or game processing establishment.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Backdown a pig carcase	1.1 Backdown carcase according to workplace requirements 1.2 Identify and apply workplace health and safety requirements 1.3 Identify and minimise sources of contamination and cross-contamination associated with backing down

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3041C Backdown pig carcase.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3042 Backdown pig carcase

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must do the preparatory knife work marking a pig carcase prior to splitting.

The candidate must:

- backdown a pig carcase to workplace requirements and at the speed of production
- identify and minimise contamination risks
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- purpose of backing down
- relevant regulatory requirements
- potential sources of contamination and cross-contamination

Assessment Conditions

Assessment must be conducted in an operating processing plant.

Competency must be demonstrated in the workplace at normal production speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3043 Prepare head for inspection

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to prepare a head for inspection by exposing the required glands and lymph nodes.

This unit is applicable to those preparing heads for inspection by specifically exposing nominated glands.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare heads for inspection	1.1 Identify glands and lymph nodes to be exposed 1.2 Cut away tissue to expose glands and lymph nodes in accordance with work instructions and regulatory requirements 1.3 Identify and minimise sources of potential contamination and cross-contamination 1.4 Identify and follow workplace health and safety requirements for the preparation of heads for inspection

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3042C Prepare head for inspection.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3043 Prepare head for inspection

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must prepare a head for inspection by exposing the required glands and lymph nodes.

The candidate must:

- prepare head for inspection in accordance with work instructions and regulatory requirements
- identify contamination and take appropriate action
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- basic anatomy associated with the location of glands and lymph nodes
- procedures for minimising contamination of product according to workplace requirements
- purpose of head inspection procedures

Assessment Conditions

Assessment must occur in a registered meat processing plant or facility.

Competency must be demonstrated in an operating meat processing plant or facility at normal production speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3044 Operate air knife

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate an air knife.

This unit is applicable to workers using an air knife in a range of jobs in abattoirs, knackeries and game processing establishments.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Operate air knife	1.1 Use air knife in accordance with workplace requirements 1.2 Operate air knife in accordance with workplace health and safety requirements 1.3 Perform basic maintenance of the knife

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3043B Operate air knife.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3044 Operate air knife

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate an air knife.

The candidate must:

- use an air knife competently and safely in accordance with the work instructions for one work station in a meat processing operation
- perform basic maintenance of the knife
- report equipment faults to supervisor in accordance with workplace requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply the hygiene and sanitation requirements for that work station

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- basic operating principles of the air knife
- hygiene and sanitation requirements for that work station
- work instructions for a particular work station
- relevant regulatory requirements
- potential sources of contamination and ways of minimising them

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at the normal chain speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge

© Commonwealth of Australia, 2025 Skills Insight

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3045 Drop sock and pull shoulder pelt

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform the opening cut drop sock and pull shoulder pelt on sheep and goats.

This unit is applicable to the slaughter floor task involving the freeing of the pelt from the forequarter of sheep or goats.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Open pelt	1.1 Open pelt in accordance with workplace requirements 1.2 Open pelt in accordance with workplace health and safety requirements
2. Clear pelt	2.1 Clear pelt from around both forelegs in accordance with workplace requirements 2.2 Clear pelt from shoulder area following workplace health and safety requirements to avoid the risks of damage and contamination to the carcase

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3044B Drop sock and pull shoulder pelt.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3045 Drop sock and pull shoulder pelt

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must perform the opening cut drop sock and pull shoulder pelt on sheep and goats.

The candidate must:

- use correct cutting lines
- open and clear the pelt according to workplace requirements and at production speed
- apply relevant workplace health and safety and regulatory requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- general economic impact of nicked, soiled or damaged hide/pelt and scored meat
- relevant work instructions for opening and clearing the foreleg and shoulder area
- relevant workplace health and safety and regulatory requirements
- potential sources of contamination and cross-contamination
- ways of minimising contamination
- general anatomy of carcase relevant to the task

Assessment Conditions

Competency must be assessed in an operating processing plant.

Competency must be demonstrated at the normal chain speed.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3046 Undertake retain rail operations

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform retain rail operations to remove contamination, pathology and dressing defects identified by inspection staff.

This unit is applicable to workers on a slaughter floor or in a game processing plant.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Trim carcase on retain rail	1.1 Identify and explain retain rail procedure 1.2 Identify defects that need trimming under a meat inspector's supervision 1.3 Trim defects in accordance with work instructions and meat inspector's direction 1.4 Trim defects in accordance with hygiene and sanitation requirements. 1.5 Trim defects in accordance with workplace health and safety requirements 1.6 Satisfy inspectors' requests and maximise yield when defects are trimmed 1.7 Dispose of trimmings in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3045B Undertake retain rail.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3046 Undertake retain rail operations

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must perform retain rail operations to remove contamination, pathology and dressing defects identified by inspection staff.

The candidate must:

- trim defects on carcases (on retain rail) in accordance with meat inspector's or Quality Assurance (QA) officer's direction and work instructions
- demonstrate trim which meets regulatory requirements and maintains yield
- dispose of trim in accordance with work instructions
- communicate appropriately with meat inspectors and other relevant workplace personnel
- apply relevant regulatory requirements
- provide and accept feedback in order to improve performance from colleagues and meat inspectors

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- potential sources of contamination or cross-contamination
- retain rail procedures
- relevant regulatory requirements
- types of defects which result in carcases being retained.
-

Assessment Conditions

Assessment must be undertaken in an operating abattoir or game processing plant.

Competency must be demonstrated when the chain is working at the normal rate of production.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3047 Prepare and present viscera for inspection

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to prepare and present offal (viscera) to a government authorised meat safety officer for inspection.

This unit is applicable to abattoirs and game processing plants.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare offal and internal tissues for inspection	1.1 Identify offal and internal tissue to be inspected 1.2 Separate hearts and lungs for inspection according to workplace requirements 1.3 Identify and minimise sources of potential contamination and cross-contamination 1.4 Handle offal and internal tissue without causing damage and/or contamination
2. Present offal and internal tissue for inspection	2.1 Present viscera for inspection according to workplace and regulatory requirements 2.2 Identify and follow workplace health and safety requirements for the presentation of offal for inspection, including those for manual handling

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3046A Prepare and present viscera for inspection.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3047 Prepare and present viscera for inspection

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must prepare and present offal for inspection to a government authorised meat safety officer.

The candidate must:

- handle offal to avoid bile, ingesta, excreta or content contamination
- present offal for inspection in accordance with regulatory, workplace health and safety, hygiene and sanitation, and workplace requirements
- identify the organs processed on the viscera table

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- inspection process
- workplace, health and safety, hygiene and sanitation, and regulatory requirements for the presentation of offal for inspection

Assessment Conditions

Assessment must be conducted on an operating slaughter floor.

Competency must be demonstrated at the normal rate of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3048 Bone small stock carcase - leg

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove primal cuts from the leg of a small stock carcase.

This unit is applicable to workers boning small stock legs in boning rooms, food services operations, smallgoods plants, wholesale and retail operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify specifications for cuts	1.1 Determine specifications for cuts using cut descriptions according to regulatory requirements, customer specifications and workplace requirements.
2. Bone leg	2.1 Slice and remove primal cuts from leg according to work instructions and specifications. 2.2 Cut primal lines in compliance with regulatory requirements. 2.3 Handle meat safety and quality hazards according to workplace procedures. 2.4 Cut primals to maximise yield. 2.5 Bone product in accordance with workplace health and safety requirements including the use of safe manual handling techniques and the safe and effective use of a knife.
3. Identify and remove defects	3.1 Identify, remove and report defects according to government regulations and workplace standards. 3.2 Report persistent defects to supervisor in accordance with work instructions.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3052C Bone small stock carcase – leg.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3048 Bone small stock carcase - leg

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove primal cuts from the leg of a small stock carcase.

The candidate must:

- bone out the legs according to specifications and work instructions
- check the accuracy of cutting lines
- identify contamination and take corrective action
- identify primals containing contamination or abnormalities and handle according to workplace and regulatory requirements
- identify finished primal cuts
- comply with workplace health and safety requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs) when reporting to supervisors and interacting with team members
- use equipment correctly

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- dropped meat procedures
- workplace health and safety requirements for boning small stock
- procedure for cuts required to maximise yields for a given carcase
- structure of the carcase and cutting lines
- work instruction for the removal of all primals to desired specifications
- workplace and customer specifications
- carcase defects and corrective actions to be taken
- sources of contamination and cross-contamination and the ways of minimising the contamination

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in a registered operating meat processing plant or facility.

Competency must be demonstrated at a normal rate of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3049 Slice and trim leg - small stock

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to slice and trim relevant cuts of meat from small stock legs, including sheep, pigs, goats, game animals such as kangaroos, wallabies and other small stock processed for human consumption or pet meat.

This unit is applicable to workers in boning rooms, food service operations, smallgoods plants, wholesale and retail operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify specifications for cuts	1.1 Determine specifications for cuts using cut descriptions according to regulatory requirements, customer specifications and workplace requirements
2. Slice and trim primary meat cuts	2.1 Slice primary meat cuts into finished meat cuts according to specifications and work instructions 2.2 Meet workplace health and safety requirements including the safe and effective use of knives and safe manual handling techniques 2.3 Follow dropped meat procedures in accordance with workplace requirements
3. Identify and remove defects	3.1 Identify, remove and report defects according to government regulations and workplace standards 3.2 Report persistent defects to supervisor in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3054C Slice and trim leg – small stock.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3049 Slice and trim leg - small stock

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must slice and trim relevant cuts of meat from small stock legs, such as from sheep, pigs, goats, game animals such as kangaroos, wallabies and other small stock processed for human consumption or pet meat.

The candidate must:

- slice and trim the legs according to specifications and work instructions
- check the accuracy of cutting lines
- identify contamination and take corrective action
- identify contamination or abnormalities and handle according to workplace and regulatory requirements
- identify finished cuts
- comply with workplace health and safety requirements
- apply relevant communication skills when reporting to supervisors and interacting with team members

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- primal or sub primal cutting lines as they relate to workplace specifications and regulatory requirements
- basic anatomy of small stock relevant to cutting lines
- how yield is calculated and why it is important
- regulatory requirements as they relate to carcase cutting lines
- relevant specifications for meat cuts sliced and trimmed from legs

Assessment Conditions

Assessment must be conducted in an operating and registered meat processing plant or premises.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at the normal rate of production for that plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3050 Bone large stock carcase - forequarter

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove primal cuts from the forequarter of large stock carcases, including beef, horse, and buffalo.

This unit is applicable to workers in boning rooms, food service operations, smallgoods plants, wholesale and retail operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element
1. Identify specifications for cuts	1.1 Determine specifications for forequarter cuts using cut descriptions according to regulatory requirements, customer specifications and workplace requirements
2. Remove primal cuts from forequarter of carcase	2.1 Remove primal cuts from carcase according to workplace requirements and specifications 2.2 Cut primal lines in compliance with regulatory requirements 2.3 Deal with meat safety and quality hazards according to workplace procedures 2.4 Remove primal cuts from carcase according to workplace health and safety requirements including safe manual handling techniques and safe effective use of a knife 2.5 Cut primals from a carcase using a technique that maximises yield
3. Identify, remove and trim defects	3.1 Identify and deal with defects and contamination according to workplace requirements 3.2 Report persistent defects in carcases to a supervisor in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3055C Bone large stock carcase – forequarter

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3050 Bone large stock carcase - forequarter

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove primal cuts from the forequarter of large stock carcases, such as beef, horse, buffalo

The candidate must:

- demonstrate the procedure for boning large stock carcase forequarter primal cuts in accordance with workplace requirements
- bone product in safe and hygienic manner
- identify primals containing contamination or abnormalities and handle according to workplace and regulatory requirements
- maintain the accuracy of cutting lines
- use equipment correctly
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs) when reporting to supervisor or interacting with team members

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- personal hygiene, dropped meat and workplace health and safety procedures
- primal cutting lines as they relate to the structure of the large stock carcase
- regulatory, workplace and meat safety procedures and specifications
- boning procedure for cuts that is required to maximise yield for a given carcase
- procedure for removal of all forequarter primals to desired specifications
- carcase defects and the corrective action to be taken

Assessment Conditions

Assessment must be conducted in a registered, operating meat processing plant or premises

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at the normal rate of production for that plant

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3051 Bone large stock carcase - hindquarter

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove primal cuts from the hindquarter of large stock carcases, including beef, horse and buffalo.

This unit is applicable to workers in boning rooms, food service operations, smallgoods plants, wholesale and retail operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify specifications for cuts	1.1 Identify specifications for hindquarter cuts, including those from the silverside, rumps and flanks, using cut descriptions according to regulatory requirements, customer and workplace requirements
2. Remove primal cuts from hindquarter of carcase	2.1 Remove primal cuts from the hindquarter including those from the silverside, rumps and flanks according to work instructions and specifications 2.2 Bone product in accordance with workplace health and safety requirements including the use of safe manual handling techniques and the safe and effective use of a knife 2.3 Cut primal lines in compliance with regulatory requirements 2.4 Deal with meat safety and quality hazards according to work instruction procedures 2.5 Cut primals to maximise yield
3. Identify and remove defects	3.1 Trim and deal with defects and contamination according to workplace requirements 3.2 Report persistent defects to supervisors in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3056C Bone large stock carcase – hindquarter

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3051 Bone large stock carcase - hindquarter

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove primal cuts from the hindquarter of large stock carcases, such as beef, horse and buffalo.

The candidate must:

- demonstrate procedure for boning a hindquarter into a broad range of primal cuts from the rump, silverside and flank of large stock in accordance with workplace requirements
- check and correct the accuracy of cutting lines
- use equipment safely and hygienically
- identify primals containing contamination or abnormalities and handle according to workplace and regulatory requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs) when reporting to supervisors and interacting with team members.

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- structure of the carcase as it relates to cutting lines
- personal hygiene and dropped meat procedures
- primal cutting lines as they relate to the structure of the carcase
- primal specifications
- procedure for cuts required to maximise yield for a given carcase
- procedure for the removal of all primals to desired specifications
- relevant workplace health and safety requirements.

Assessment Conditions

Assessment must be conducted in a registered, operating meat processing plant or premises.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at the normal rate of production for that plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3052 Slice and trim large stock forequarter

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to slice and trim forequarter cuts from large carcases to specification.

This unit is applicable to workers in boning rooms, food services, smallgoods plants, wholesale and retail operations. The unit may be used for a variety of species.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element
1. Identify specifications for cuts	1.1 Determine specifications for cuts using cut descriptions according to regulatory requirements, customer and workplace requirements
2. Slice and trim forequarter primary meat cuts into finished meat cuts	2.1 Slice primary meat cuts into finished meat cuts according to specifications and work instructions 2.2 Slice primary meat cuts in accordance with workplace health and safety requirements including safe knife and manual handling techniques 2.3 Report persistent defects to supervisor in accordance with work instructions
3. Follow dropped meat procedures	3.1 Follow dropped meat procedures according to workplace requirements
4. Identify and remove defects	4.1 Identify, remove and report defects according to government regulations and workplace standards

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3057C Slice and trim large stock forequarter

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3052 Slice and trim large stock forequarter

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must slice and trim forequarter cuts from large carcases to specification.

The candidate must:

- slice and trim all forequarter primals prepared at the workplace according to work instructions including those from the chuck, brisket, blade, spencer roll and chuck tender
- report defects according to work instructions promptly, accurately and clearly
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs) when reporting to supervisors and interacting with team members
- follow dropped meat procedures according to workplace requirements.

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- primal or sub primal cutting lines as they relate to workplace specifications and regulatory requirements
- carcase anatomy of species as it relates to cutting lines
- how yield is calculated and why it is important
- personal hygiene and sanitation, and dropped meat procedures
- nature of defects that can occur on forequarters and the corrective action required for each
- workplace health and safety requirements for slicing
- product slicing and trimming requirements as identified in customer and workplace specifications.

Assessment Conditions

Assessment must be conducted in a registered, operating meat processing plant or premises.

Competency must be demonstrated at the normal rate of production for that plant.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3053 Slice and trim large stock hindquarter

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to slice and trim hindquarter cuts to specification, from large carcases such as beef, horse and buffalo.

This unit is applicable to workers in boning rooms, food services, smallgoods plants, wholesale and retail operations. The unit may be used for a variety of species including cattle, buffalo, deer and horses.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify specifications for cuts	1.1 Determine specifications for cuts using cut descriptions according to regulatory requirements, customer specifications and workplace requirements
2. Slice and trim hindquarter primary meat cuts into finished meat cuts	2.1 Slice hindquarter primary meat cuts into finished meat cuts according to work instructions and specifications 2.2 Follow dropped meat procedures in accordance with workplace requirements 2.3 Meet workplace health and safety requirements, including safe knife and manual handling techniques
3. Monitor defects and contamination	3.1 Identify defects and take corrective action according to work instructions 3.2 Report persistent defects to supervisor in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3058C Slice and trim large stock hindquarter.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3053 Slice and trim large stock hindquarter

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must slice and trim hindquarter cuts to specification, from large carcases such as beef, horse and buffalo.

The candidate must:

- slice and trim all hindquarter primals to work instructions including those derived from the flank, the knuckle, the silverside, the rump and the tenderloin
- accurately follow cutting lines according to specifications
- follow dropped meat procedures in accordance with workplace requirements
- meet workplace health and safety requirements, including safe knife and manual handling techniques
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- recognise and explain mathematical information contained in specifications.

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- primal or sub primal cutting lines as they relate to workplace specifications and regulatory requirements
- personal hygiene and sanitation and dropped meat procedures
- relevant specifications for the slicing and trimming of all hindquarter primals prepared in the workplace.

Assessment Conditions

Assessment must be conducted in a registered, operating meat processing plant or premises.

Competency must be demonstrated at the normal rate of production for that plant.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3054 Break carcase using a bandsaw

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to break a carcase using a bandsaw.

This unit is applicable to workers in abattoirs, boning rooms, knackeries, food services, smallgoods plants, wholesale and retail operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX201 Prepare and operate a bandsaw

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify specifications for cuts	1.1 Determine specifications for cuts using cut descriptions according to regulatory requirements, customer specifications and workplace requirements.
2. Break carcase using a bandsaw	2.1 Position carcase securely and safely. 2.2 Split carcase, then remove shoulders, middles and legs according to work instructions and specifications. 2.3 Split carcase in accordance with workplace health and safety requirements including the use of safe manual handling techniques and the safe use of a bandsaw.
3. Identify and remove defects	3.1 Trim defects and contamination and deal with according to workplace requirements. 3.2 Report persistent defects to supervisors in accordance with work instructions.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3059C Break carcase using a bandsaw

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3054 Break carcase using a bandsaw

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must break a carcase using a bandsaw.

The candidate must:

- break a carcase using a bandsaw according to work instructions and specifications for one or more species
- apply workplace health and safety requirements
- check and adjust the accuracy of cutting lines
- use correct techniques for handling hot and/or chilled product
- identify primals containing a contamination or abnormalities and handle according to workplace and regulatory requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- workplace health and safety requirements relevant to the task
- cutting lines as they relate to the structure of the carcase
- dropped meat procedures
- how yield is calculated and why it is important
- procedure for removal of all primals to desired specifications
- work instructions for breaking a carcase in the workplace.

Assessment Conditions

Assessment must be conducted in a registered, operating meat processing plant or premises.

Competency must be demonstrated at the normal rate of production for that plant.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3061 Operate leg boning machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a leg boning machine.

This unit is applicable to workers in boning rooms, food services, wholesale and retail operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Perform preparatory cuts	1.1 Select legs for de-boning according to workplace specifications 1.2 Inspect legs for defects and trim or dispose of defects in accordance with workplace requirements 1.3 Make preparatory cuts prior to mechanical boning
2. Prepare and maintain boning machinery	2.1 Perform routine checks and maintenance according to manufacturer's requirements and work instructions 2.2 Report faulty or out-of-specification performance of machinery to appropriate personnel
3. De-bone legs	3.1 Secure legs 3.2 Operate mechanical boning machinery in accordance with work instructions, to minimise waste and meet workplace product quality requirements 3.3 Identify and follow workplace health and safety requirements 3.4 Dispose of bones in accordance with workplace requirements 3.5 Complete workplace housekeeping requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3060C Operate leg boning machine

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3061 Operate leg boning machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a leg boning machine.

The candidate must:

- prepare leg boning machine for operation
- perform preparatory cuts according to work instructions
- trim defects as required in work instructions
- disassemble, clean, sanitise and maintain machine to workplace requirements
- operate boning machine including routine checks and maintenance included in workplace requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs) when reporting to supervisors and interacting with team members
- apply relevant regulatory requirements.

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- how yield is calculated and why it is important
- hygiene and sanitation requirements for the operation of a mechanical boner
- workplace health and safety requirements for mechanical boning, include emergency shut-down procedures
- specifications for mechanically boned leg product
- purpose and location of preparatory cuts on leg to be boned
- relevant regulatory requirements as they apply to the task
- work instructions relating to mechanical leg boning
- potential defects and explain their causes.

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in a registered, operating meat processing plant or premises.

Competency must be demonstrated at the normal rate of production for that plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3062 Operate trunk boning machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a trunk boning machine.

This unit is applicable to workers in boning rooms, food services and wholesale operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Perform preparatory cuts	1.1 Take trunks from the chain and select for de-boning according to workplace specifications. 1.2 Inspect trunks for defects and trim or dispose of in accordance with workplace requirements. 1.3 Make preparatory cuts along the spine prior to mechanical boning in accordance with work instructions.
2. De-bone trunks mechanically	2.1 Position trunk in accordance with work instruction. 2.2 Operate mechanical trunk boning machinery in accordance with work instructions. 2.3 Perform routine equipment and bone checks, cleaning and maintenance according to work instructions. 2.4 Identify and follow workplace health and safety requirements. 2.5 Dispose of bones and trunk meat in accordance with workplace requirements, keeping the work area neat and tidy. 2.6 Report out-of-specification performance by the boning machinery to supervisor in accordance with work instructions.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3061C Operate trunk boning machine

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3062 Operate trunk boning machine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a trunk boning machine.

The candidate must:

- prepare and operate machinery according to manufacturer's specification and workplace requirements
- operate boning machine including routine checks and maintenance included in workplace requirements
- monitor and report machinery performance
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory requirements.

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- cutting lines for preparatory cuts
- how yield is calculated and why it is important
- specifications for trunks to be de-boned
- relevant personal hygiene and workplace health and safety requirements
- relevant regulatory requirements
- work instruction.

Assessment Conditions

Assessment must be conducted in a registered, operating meat processing plant or premises.

Competency must be demonstrated at the normal rate of production for that plant.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3063 Bone small stock carcase - shoulder

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove primal cuts from the shoulder of a small stock carcase. Species covered by this unit include sheep, goats, pigs, kangaroos and any other small stock species processed.

This unit is applicable to those boning small stock shoulders. Workers will be employed in boning rooms, food services, wholesale and retail operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify specifications for cuts	1.1 Determine specifications for cuts using cut descriptions according to regulatory standards, customer specifications and workplace requirements
2. Bone shoulder	2.1 Slice and remove primal cuts from the carcase according to work instructions and specifications 2.2 Slice and remove primal cuts from the carcase according to workplace health and safety requirements including the safe and effective use of a knife and following safe manual handling techniques 2.3 Cut primal lines in compliance with regulatory requirements 2.4 Handle meat safety and quality hazards according to workplace procedures 2.5 Cut primals to maximise yield
3. Identify and remove defects	3.1 Identify, remove and report defects according to government regulations and workplace standards 3.2 Report persistent defects to supervisor in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3062B Bone small stock carcase – shoulder

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3063 Bone small stock carcase - shoulder

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must consistently bone small stock carcase shoulders at production speed.

Candidates must:

- operate equipment in accordance with workplace requirements
- correctly identify the cut specifications
- bone the shoulder in accordance with workplace requirements
- check and correct, where necessary, the accuracy of cutting lines
- identify and remove defects
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- structure of the carcase and identify primal cutting lines
- procedure for removal of all primals to desired specifications
- sources of contamination and cross-contamination and the ways of minimising it
- importance of and technique required to maximise yield from a carcase
- work instructions and dropped meat procedures
- carcase defects and appropriate corrective actions.

Assessment Conditions

Competency must be demonstrated in an operating meat processing plant or facility at normal production speed.

Assessment must occur in a registered meat processing plant or facility.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- demonstration in the workplace or simulated environment
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3064 Bone small stock carcase - middle

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove primal cuts from the trunk of a small stock carcase. Species covered by this unit include sheep, goats, pigs, kangaroos and any other small stock species processed.

This unit is applicable to workers in boning rooms, food services, pet food, wholesale and retail operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify specifications for cuts	1.1 Determine specifications for cuts using cut descriptions according to regulatory standards, customer specifications and workplace requirements
2. Bone middle	2.1 Slice and remove primal cuts from carcase according to work instructions and specifications 2.2 Slice and remove primal cuts from carcase according to workplace health and safety requirements including the safe and effective use of a knife and following safe manual handling techniques 2.3 Cut primal lines in compliance with regulatory requirements 2.4 Handle meat safety and quality hazards according to workplace procedures 2.5 Cut primals to maximise yield
3. Identify and remove defects	3.1 Identify, remove and report defects according to government regulations and workplace standards 3.2 Report persistent defects to supervisor in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3063B Bone small stock carcase – middle

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3064 Bone small stock carcase - middle

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove primal cuts from the trunk of a small stock carcase.

The candidate must:

- prepare and operate equipment according to workplace requirements
- check and correct where necessary, the accuracy of cutting lines
- bone the middle according to the work instructions and specifications, and at production speed
- identify contamination or abnormalities and handle according to workplace and regulatory requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- structure of the carcase and primal cutting lines
- procedure for removal of all primals to desired specifications
- sources of contamination and cross-contamination and the ways of minimising it
- importance of and technique required to maximise yield from a carcase
- work instructions and dropped meat procedures
- relevant regulatory requirements
- carcase defects and appropriate corrective actions.

Assessment Conditions

Assessment must occur in a registered meat processing plant or facility.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated in an operating meat processing plant or facility at normal production speed.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3065 Slice small stock carcase - shoulder

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to slice and trim the relevant cuts of meat from the shoulder of a small stock carcase.

This unit is applicable to workers in boning rooms, food service operations, smallgoods plants, wholesale and retail operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify specifications for cuts	1.1 Determine specifications for cuts using cut descriptions according to regulatory standards, customer specifications and workplace requirements
2. Slice and trim primary meat cuts	2.1 Slice primary meat cuts into finished meat cuts according to specifications and work instructions 2.2 Slice primary meat cuts into finished meat cuts following workplace health and safety requirements including safe manual handling techniques and the safe and effective use of knives 2.3 Follow dropped meat procedures in accordance with workplace requirements 2.4 Take corrective action to ensure out-of-specification product is not forwarded for packing
3. Identify and remove defects	3.1 Identify, remove and deport defects according to government regulations and workplace standards 3.2 Report persistent defects to supervisor in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3064B Slice small stock carcase – shoulder

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3065 Slice small stock carcase - shoulder

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must slice and trim the relevant cuts of meat from the shoulder of a small stock carcase.

The candidate must:

- slice and trim small stock shoulder as specified in the work instruction
- check and adjust the accuracy of small stock cutting lines
- identify primal cuts
- identify out-of-specification product
- apply relevant regulatory requirements
- report defects accurately, promptly and in accordance with work instructions
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs) when reporting to supervisors and interacting with team members.

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- primal or sub primal cutting lines as they relate to workplace specifications and regulatory requirements
- basic anatomy relevant to cutting lines
- how yield is calculated and why it is important
- causes of defects and out-of-specification products
- relevant regulatory requirements.

Assessment Conditions

Assessment must be conducted in a registered, operating meat processing plant or premises.

Competency must be demonstrated at the normal rate of production for that plant.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3066 Slice small stock carcase - middle

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to slice and trim relevant cuts of meat from the middle (trunk) of a small stock carcase.

This unit is applicable to workers in boning rooms, food services, pet food, wholesale and retail operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify specifications for cuts	1.1 Determine specifications are determined using cut descriptions according to regulatory requirements, customer specifications and workplace requirements
2. Slice and trim primary meat cuts	2.1 Slice primary meat cuts into finished meat cuts according to specifications and work instructions 2.2 Slice primary meat cuts into finished meat cuts following workplace health and safety requirements including safe manual handling techniques and the safe and effective use of knives 2.3 Follow dropped meat procedures in accordance with workplace requirements 2.4 Take corrective action to ensure out-of-specification product is not forwarded for packing
3. Identify and remove defects	3.1 Identify, remove and report defects reported according to government regulations and workplace standards 3.2 Report persistent defects to supervisor in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is quivalent to MTMP3065B Slice small stock carcase – middle

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3066 Slice small stock carcase - middle

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must slice and trim relevant cuts of meat from the middle (trunk) of a small stock carcase.

The candidate must:

- check and adjust the accuracy of small stock cutting lines
- identify primal cuts
- slice primary meat cuts into finished meat cuts following the work instruction and at production speed
- identify out-of-specification product
- apply relevant regulatory requirements
- report defects accurately, promptly and in accordance with work instructions
- apply relevant communication skills relevant to work instructions and Standard Operating Procedures (SOPs) when reporting to supervisors and interacting with team members.

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- primal or sub primal cutting lines as they relate to workplace specifications and regulatory requirements
- basic anatomy relevant to cutting lines
- how yield is calculated and why it is important
- causes of defects and out-of-specification product
- workplace health and safety requirements
- relevant regulatory requirements.

Assessment Conditions

Assessment must be conducted in a registered, operating meat processing plant or premises.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at the normal rate of production for that plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3067 Bone carcase using mechanical aids (large stock)

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to remove all the primal cuts from a large stock carcase including those from beef, horse and buffalo while utilising mechanical aids.

This unit is applicable to workers in boning rooms, food service operations, smallgoods plants, wholesale and retail operations where a mechanical assisted boning system is utilised.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify specifications for cuts	1.1 Identify specifications for cuts including those from the hindquarter and forequarter using cut descriptions according to regulatory standards, customer and workplace requirements
2. Remove primal cuts from the carcase	2.1 Remove primal cuts from carcase including those from the hindquarter and forequarter according to work instructions and specifications 2.2 Bone product in accordance with workplace health and safety requirements including those associated with the activation and use of mechanical aids, safe manual handling techniques, and the safe and effective use of a knife 2.3 Cut primal lines in compliance with regulatory requirements 2.4 Deal with meat safety and quality hazards according to work instructions and workplace procedures 2.5 Cut primals to maximise yield 2.6 Follow workplace requirements for the activation and use of mechanical aids
3. Identify and remove defects	3.1 Trim and deal with defects and contamination according to workplace requirements 3.2 Report persistent defects to supervisors in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3066B Bone carcase using mechanical aids (large stock)

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3067 Bone carcase using mechanical aids (large stock)

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must remove all the primal cuts from a large stock carcase such as from beef, horse and buffalo while utilising mechanical aids.

The candidate must:

- confirm specifications including customer and workplace requirements
- demonstrate correct equipment set up, handling and basic maintenance requirements, where part of work instructions
- bone a carcase into a broad range of primal cuts from the forequarter and hindquarter in accordance with workplace requirements
- use mechanical aids in the boning process in accordance with workplace requirements
- identify contamination and handle according to workplace requirements
- check and correct the accuracy of cutting lines
- comply with workplace health and safety requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- structure of the carcase as it relates to cutting lines
- personal hygiene and dropped meat procedures
- primal cutting lines as they relate to the structure of the carcase
- primal specifications
- procedure for cuts required to maximise yield for a given carcase
- work instruction for the removal of all primals to desired specifications.

Assessment Conditions

Assessment must be conducted in a registered, operating meat processing plant or premises.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at the normal rate of production for that plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3068 Prepare and despatch meat products

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to assemble the product for despatch, supervise the preparation of the order, manage preparation of documentation and ensure regulatory requirements are met.

This unit is appropriate for all sectors of the meat industry where product is despatched.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify product required for meat product orders	1.1 Identify and label products in accordance with trade descriptions 1.2 Identify products in accordance with company requirements
2. Check customer requirements for delivery of order	2.1 Confirm customer requirements to determine product order delivery arrangements 2.2 Check customer requirements to confirm whether the order is domestic or export so as to comply with appropriate regulatory and importing country requirements 2.3 Confirm temperature and storage requirements for product order and arrange in accordance with workplace requirements
3. Arrange orders	3.1 Identify products for an order and confirm chiller location 3.2 Assemble product and check against documentation to ensure correct order is sent out 3.3 Prepare meat orders in accordance with workplace health and safety, hygiene and sanitation, Quality Assurance (QA) and regulatory requirements 3.4 Identify cartons and/or carcases unsuitable for loadout and take appropriate action
4. Complete documentation	4.1 Correctly complete despatch documentation either manually or electronically to workplace and regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3067A Prepare and despatch meat products

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3068 Prepare and despatch meat products

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must assemble the product for despatch, supervise the preparation of the order, manage preparation of documentation and ensure regulatory requirements are met.

The candidate must:

- consistently and accurately identify and select products
- read and interpret customer specifications to check accuracy of product selection
- interpret and apply specified temperature and storage requirements
- identify defective product and take appropriate action
- follow relevant regulatory, workplace health and safety, and workplace requirements
- use communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs) to read and interpret customer specifications, confirm correct temperatures and complete required documentation.

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- types of cartons and carcases which are unsuitable for loadout
- export and domestic regulatory requirements related to the despatch of meat products
- procedures to deal with contingencies
- relevant security arrangements
- temperature requirements for despatch of product
- work instruction for preparing and despatching meat products.

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated at normal production speed.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3069 Perform ante-mortem inspection and make disposition

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to detect abnormalities and diseases in one or more of the major livestock species (cattle, sheep and pigs) prior to slaughter. The skills component of this unit will be assessed for ante-mortem inspection of a specific species for which competency is demonstrated in the workplace and the outcome and the species will be recorded appropriately on the assessment sheet.

This unit is applicable to meat inspectors and/or stock handlers responsible for ante-mortem inspection.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3002 Handle animals humanely while conducting ante-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element
1. Identify types of stock and market requirements of food animals commonly slaughtered for meat	1.1 Identify major breeds of commonly slaughtered domestic animals 1.2 Identify distinguishing features of major breeds 1.3 Identify market requirements of commonly slaughtered domestic animals
2. Identify the main reasons for ante-mortem inspection	2.1 Explain reasons for ante-mortem inspection 2.2 Identify regulatory requirements associated with ante-mortem inspection
3. Perform ante-mortem inspection on live animals	3.1 Identify and explain procedures and principles of humane handling of animals 3.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 3.3 Identify procedures for humane destruction 3.4 Identify procedures for emergency and suspect slaughter 3.5 Perform ante-mortem inspection on at least one species according to relevant workplace health and safety and regulatory requirements 3.6 Identify Quality Assurance aspects of ante-mortem inspection
4. Identify and isolate animals requiring testing for residue	4.1 Explain reasons for residue testing 4.2 Follow procedures for identifying and isolating animals for testing
5. Make disposition as a result of inspection and take appropriate action	5.1 Detect, identify and document common diseases and conditions responsible for abnormalities on at least one species 5.2 Segregate suspect stock according to regulatory and workplace requirements 5.3 Identify signs of emergency or notifiable diseases 5.4 Follow emergency or notifiable disease procedures in accordance with regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3071C Perform ante-mortem inspection and make disposition

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3069 Perform ante-mortem inspection and make disposition

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must perform ante-mortem and post-mortem inspection to Australian Standards and other relevant regulatory requirements in a workplace environment under normal operating conditions.

The candidate must:

- estimate size of stock pens
- estimate number and density of stock in a pen
- identify the common breeds of stock processed
- explain relevant animal identification systems that use brands, tags, tattoos and electronic identification devices
- identify common diseases and conditions in the species slaughtered at the workplace
- describe appropriate dispositions for common diseases and conditions in the species slaughtered at the workplace
- identify major emergency or notifiable diseases
- demonstrate procedures for humane handling of livestock
- perform ante-mortem inspection to Australian Standards and other relevant regulatory requirements on at least one major domestic food species in a workplace environment under normal operating conditions
- identify suspect animals that may be suffering from an emergency and notifiable disease on ante-mortem examination according to Australian Standards
- make disposition according to workplace and regulatory requirements
- report notifiable diseases promptly and accurately according to regulatory requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs) including written and verbal reporting, communicating with other staff and regulatory authorities, interpreting and applying written guidelines
- perform tasks to workplace requirements
- work cooperatively with company stock handlers to ensure smooth flow of stock.

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- regulatory requirements for suspect stock, hygiene and sanitation standards, and workplace standards associated with ante-mortem inspection
- segregation requirements for suspect animals
- sources of information to keep up-to-date with current theories or findings
- steps and procedures for emergency and suspect kill
- steps and procedures for humane destruction
- steps in ante-mortem inspection and recognise abnormal conditions
- symptoms of common diseases and conditions found at ante mortem
- symptoms of major emergency/notifiable diseases (including Johne's Disease (JD))
- principles and procedures for humane handling of livestock
- regulatory requirements associated with emergency/notifiable diseases
- steps to be taken to notify of suspect emergency or notifiable disease.

Assessment Conditions

Competency in the practical aspects of this unit must be assessed under normal production conditions.

Assessment must include demonstration of competency in an operating abattoir. Assessment of the diagnosis of the less common conditions can be undertaken by simulation.

Candidates must be able to perform ante-mortem inspection on at least one species.

The identification of diseases and conditions in other species can be undertaken in a simulated situation utilising samples and photographs.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

AMPA3071 Implement food safety program

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to maintain food safety in a meat processing plant.

This unit is applicable to those intending to work as supervisors, meat inspectors and Quality Assurance (QA) officers in meat processing plants.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify microbiological hazards for meat and meat safety	1.1 Identify types of micro-organisms (e.g. bacteria, virus, yeast and mould) 1.2 Identify major microbiological threats to meat (i.e. bacteria and relevant yeasts or moulds) and assess to determine the risk level and control requirements 1.3 Identify types of bacteria causing food poisoning and meat spoilage 1.4 Identify effects of bacterial contamination in relation to food poisoning (i.e. impact on people) and food spoilage (i.e. shelf life) 1.5 Identify sources of bacterial contamination 1.6 Identify and explain growth characteristics and requirements of bacteria 1.7 Identify Critical Control Points (CCP) and control points for prevention and control of bacterial contamination 1.8 Determine and implement control methods required to prevent or reduce microbiological hazards 1.9 Identify customer and regulatory requirements for microbiological contamination levels 1.10 Identify relevant microbiological tests and assess test results
2. Identify chemical hazards for meat and meat safety	2.1 Identify chemical hazards which may affect meat 2.2 Identify common sources of chemical hazards or contamination (e.g. cleaning chemicals and drug residues) and assess to determine the risk level and control requirements 2.3 Determine and implement control methods which prevent or reduce chemical contamination to acceptable levels including national programs (e.g. residue testing) 2.4 Explain effects of chemical residues on meat (e.g. poisoning, tainting, and rejections) 2.5 Identify chemical residue testing programs and level requirements
3. Identify physical hazards on meat and meat products	3.1 Explain physical hazards which may affect meat 3.2 Identify common sources of physical hazards and/or contamination and assess to determine the risk level and control

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	requirements 3.3 Determine and implement control methods to prevent contamination reaching an unacceptable level 3.4 Explain effects of physical hazards on meat
4. Calibrate thermometers	4.1 Calibrate thermometers according to regulatory requirements
5. Identify the components of a Hazard Analysis Critical Control Point (HACCP)-based QA program for meat processing plants	5.1 Identify and explain regulatory basis for compliance with a HACCP-based QA program 5.2 Identify and explain steps in the development of a HACCP program 5.3 Identify nature and importance of work instructions or task descriptions and operating procedures and coach workers in their implications 5.4 Identify elements of a HACCP program 5.5 Identify nature and importance of Good Manufacturing Practices (GMP) and pre-requisite programs 5.6 Identify and explain mechanisms for validation, monitoring and verification
6. Conduct pre-operational hygiene check	6.1 Identify pre-operational checklists 6.2 Identify and explain corrective action procedures 6.3 Conduct pre-operational hygiene check
7. Conduct microbiological test swabbing	7.1 Identify appropriate microbiological testing regimes 7.2 Perform swabbing for microbiological testing according to workplace and regulatory requirements 7.3 Assess microbiological test results and where necessary take appropriate corrective action

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3073B Implement food safety program.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3071 Implement food safety program

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must maintain meat processing plant food safety within the scope of their daily work responsibilities.

The candidate must:

- identify and describe features of major types of micro-organisms affecting the meat industry
- undertake food safety hazard risk assessments
- conduct a pre-operational hygiene check
- conduct microbiological test swabbing to workplace and regulatory requirements
- interpret microbiological test results and take appropriate action
- complete hygiene/food safety reports as required by regulators or the enterprise
- identify and interpret relevant food safety regulations and Australian Standards
- identify and utilise sources of information
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- read, interpret and implement a food safety plan
- calibrate a thermometer
- use relevant problem-solving skills

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- major types and sources of microbial contamination
- aerobic and anaerobic requirements of micro-organisms
- growth traits of different types of micro-organisms
- habitat of different types of micro-organisms and their ability to survive outside the host animal
- bacterial contamination testing programs used in abattoirs

© Commonwealth of Australia, 2025 Skills Insight

- how bacterial contamination can be prevented or limited
- how bacterial growth can be controlled
- how hazard risk assessment is undertaken
- effect each requirement has on microbial growth
- effects of incorrect removal of contamination
- effects on microbial growth of refrigeration and handling techniques
- effects on microbial growth of wet carcase surfaces
- impact of chemicals on meat and meat products
- importance of food chain security and the implications of a break down in control
- symptoms, effects and means of prevention of microbial infection contamination of meat
- major sources of physical contamination
- function of the elements of a HACCP-based QA system
- major chemical contamination control programs
- major sources of chemical contamination
- monitoring and control methods employed such as inspection and metal detectors
- relevant workplace health and safety, regulatory and workplace requirements
- elements of a HACCP-based QA program including hazard identification, control points, CCP, critical limits, control measures, preventative measures, GMP, pre-requisite programs, verification, monitoring, documentation and validation
- habitat of different types of micro-organisms and their ability to survive outside the host animal
- actions to prevent or limit physical and chemical contamination of meat
- conditions under which food poisoning occurs
- symptoms of bacterial food poisoning

Assessment Conditions

Competency must be demonstrated while complying with a current HACCP and approved program regulations in an operating meat processing plant.

Assessment must involve reference to an actual or simulated meat processing HACCP program.

A minimum of three different forms of assessment must be used.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

AMPA3072 Perform carcase Meat Hygiene Assessment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to monitor carcase hygiene.

This unit is applicable to workers monitoring carcase hygiene either on the slaughter floor or performing a pre-boning carcase assessment at either integrated or independent boning rooms.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Monitor carcase product	1.1 Select samples for assessment according to the approved sampling plan for sample size and frequency 1.2 Conduct assessment utilising appropriate facilities, lighting and time 1.3 Monitor carcases for defects according to the agreed criteria and classification 1.4 Scan carcases using the approved scanning lines 1.5 Record defects accurately using the correct forms or electronic system 1.6 Implement immediate corrective action according to the Meat Hygiene Assessment (MHA) program's requirements 1.7 Monitor carcases according to the workplace requirements for hygiene and sanitation, and workplace health and safety

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3074B Perform carcase meat hygiene assessment.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3072 Perform carcase Meat Hygiene Assessment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must monitor carcase hygiene.

The candidate must:

- instigate corrective actions when appropriate
- monitor product for defects according to the MHA program
- calculate defect ratings
- record the monitoring results accurately
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- how carcase monitoring is to be undertaken
- how defect ratings are detected
- hygiene and sanitation requirements when monitoring product
- workplace health and safety requirements when monitoring product
- types of defects to be identified on carcase product
- when and how corrective actions are to be taken in response to monitoring outcomes
- how the approved sample plan is implemented for product monitoring
- classification of defects
- purpose of an MHA program
- relevant regulatory and workplace requirements

Assessment Conditions

Assessment must take place in a meat processing plant under real working conditions.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated while complying with:

- Australian Government - Agriculture and/or state meat authority regulations
- company procedures

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3073 Perform process monitoring for Meat Hygiene Assessment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to monitor processes in a meat processing plant as part of a Meat Hygiene Assessment (MHA) program.

This unit is applicable to monitoring workers' compliance with company work instructions and Standard Operating Procedures (SOPs) as part of an MHA program.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Monitor process	1.1 Monitor process according to company monitoring plan 1.2 Record results accurately on appropriate process monitoring sheets 1.3 Rate process according to established criteria of acceptable, marginal or unacceptable 1.4 Implement immediate corrective action according to MHA program's requirements 1.5 Calculate and record conformity index after each process monitoring exercise 1.6 Monitor process according to workplace requirements for hygiene and sanitation, and workplace health and safety

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3075B Perform process monitoring for meat hygiene assessment.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3073 Perform process monitoring for Meat Hygiene Assessment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must monitor processes in a meat processing plant as part of a Meat Hygiene Assessment (MHA) program.

The candidate must:

- accurately gather monitoring data and calculate compliance ratings
- use weighting and cumulative scores to calculate compliance ratings
- identify when trigger points have been reached and corrective actions are to be implemented
- develop corrective actions
- liaise effectively with supervisors who are responsible for implementing corrective actions
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- hygiene and workplace health and safety requirements associated with process monitoring
- how the monitoring program is developed
- purpose and nature of work instructions and SOPs
- purpose of an MHA process monitoring program
- relevant regulatory and workplace requirement

Assessment Conditions

Assessment must take place in a meat processing plant under real working conditions.

Competency must be demonstrated while actually complying with:

- Australian Government - Agriculture and/or state meat authority regulations

© Commonwealth of Australia, 2025 Skills Insight

- company procedures

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3074 Perform boning room Meat Hygiene Assessment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform quality control and Meat Hygiene Assessment (MHA) checks (or equivalent) on carton meat or offal for contamination or defects as part of a Quality Assurance (QA) program. It deals with the understanding and implementation of specifications, critical limits, tolerances and sampling programs.

This unit is applicable to QA staff responsible for MHA and quality control checks on carton meat and offal.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Inspect samples of carton meat for defects	1.1 Take samples of product from each line of product according to a pre-determined sampling plan 1.2 Inspect sample for defects in accordance with regulatory and workplace requirements as established in a government approved Hazard Analysis Critical Control Point (HACCP) program 1.3 Report defects in accordance with workplace requirements
2. Assess samples against pre-determined defect tolerances	2.1 Assess levels of defects against established tolerances 2.2 Report samples outside tolerance to supervisor and take corrective action 2.3 Adhere to sampling program and record results according to workplace requirements 2.4 Keep sampling area clean and neat to avoid contamination between samples 2.5 Identify and follow dropped meat procedures according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3076B Perform boning room meat hygiene assessment.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3074 Perform boning room Meat Hygiene Assessment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must perform quality control and Meat Hygiene Assessment (MHA) checks (or equivalent) on carton meat or offal for contamination or defects as part of a Quality Assurance (QA) program.

The candidate must:

- inspect, identify and record defects
- identify defects and explain the relevant critical limits and specifications
- interpret information including details of out of tolerance samples
- take corrective action if defect tolerances are exceeded
- follow re-inspection procedures to workplace requirements
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- follow relevant workplace health and safety, hygiene and sanitation and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- defect tolerance
- relevant work instructions and SOPs
- procedures for reporting defects and samples outside tolerance
- sampling program and consequence of not following procedures
- relevant workplace health and safety requirements

Assessment Conditions

Assessment must take place in a meat processing plant under real working conditions.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated while complying with:

- Australian Government - Agriculture and/or state meat authority regulations
- company procedures

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3081 Perform offal Meat Hygiene Assessment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to monitor hygiene assessment of offal.

This unit is applicable to workers performing offal product hygiene assessment on the slaughter floor or in dedicated offal rooms.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Monitor offal	1.1 Select samples for assessment according to the approved sampling plan for sample size and frequency 1.2 Conduct assessment utilising appropriate facilities, lighting and time 1.3 Conduct assessment according to workplace requirements 1.4 Monitor offal for defects according to agreed criteria and classification 1.5 Record defects accurately using the correct forms or electronic system 1.6 Identify levels for triggering corrective actions 1.7 Implement immediate corrective action according to the Meat Hygiene Assessment (MHA) program's requirements 1.8 Monitor offal according to the workplace requirements for hygiene and sanitation, and workplace health and safety

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3077B Perform offal Meat Hygiene Assessment.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3081 Perform offal Meat Hygiene Assessment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must monitor hygiene assessment of offal.

The candidate must:

- monitor product for defects according to the MHA program
- record the monitoring results accurately
- calculate defect ratings
- instigate corrective actions when appropriate
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- how process compliance monitoring is to be undertaken
- how the approved sample plan is implemented for product monitoring
- hygiene and sanitation requirements when monitoring product
- workplace health and safety requirements when monitoring product
- types of defects to be identified in carcase, offal and carton product
- when and how corrective actions are to be taken in response to monitoring outcomes
- how defect ratings are detected
- classification of defects
- purpose of an MHA program
- relevant regulatory requirements

Assessment Conditions

Assessment must take place in a meat processing plant under real working conditions.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated while actually complying with:

- Australian Government - Agriculture and/or state meat authority regulations
- company procedures

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3082 Operate batch cooker

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes skills and knowledge required to operate a batch cooker.

This unit is applicable to workers in rendering plants.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Load batch cooker	1.1 Load batch cooker to correct quantity in accordance with workplace requirements 1.2 Explain implications for product quality and productivity if cooker is incorrectly loaded 1.3 Identify effect on outcome of different types of raw materials
2. Cook raw materials	2.1 Monitor and control flow into cooker 2.2 Monitor and adjust temperature in accordance with workplace and health and safety requirements 2.3 Monitor outflow for workplace requirements 2.4 Apply pressure (if appropriate) in accordance with workplace and regulatory requirements
3. Unload batch cooker	3.1 Test product to ensure batch is cooked to workplace requirements. 3.2 Identify effects of overcooking 3.3 Empty cooker in accordance with workplace requirements 3.4 Identify and comply with workplace health and safety requirements for the operation and unloading of a batch cooker
4. Monitor environmental controls	4.1 Monitor vapours to ensure they are condensed in accordance with regulatory requirements 4.2 Monitor non-condensed emissions to scrubber, bio-filter and/or after burner in accordance with regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3081C Operate batch cooker.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3082 Operate batch cooker

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a batch cooker.

The candidate must:

- load and unload cooker to specifications, workplace and regulatory requirements
- manage quality and flow of raw materials
- test product samples to ensure cooked specifications
- monitor environmental emissions in accordance with workplace and regulatory requirements
- apply mathematical skills to monitoring procedures
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- workplace health and safety requirements of operating batch cooker
- operating principles and requirements of cooker
- Quality Assurance (QA) aspects of cooked product
- effects of overcooking
- implications on product quality and productivity of incorrect load in cooker

Assessment Conditions

Assessment must be conducted in a registered, operating meat rendering plant.

Competency must be demonstrated at the normal rate of production for that rendering plant.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3083 Operate continuous cooker

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a continuous cooker.

This unit is applicable to workers in meat rendering plants.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Feed cooker	1.1 Carry out start-up process to manufacturer's and workplace requirement.
2. Operate and monitor cooker	2.1 Operate cooker in accordance with work instructions 2.2 Monitor flow into cooker 2.3 Monitor level in cooker 2.4 Monitor and adjust temperature in accordance with workplace and health and safety requirements 2.5 Monitor outflow for workplace requirements 2.6 Identify and comply with workplace health and safety requirements
3. Monitor environmental controls	3.1 Monitor vapours to ensure they are condensed in accordance with regulatory requirements 3.2 Monitor non-condensed emissions to scrubber, bio-filter and/or after burner in accordance with regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3082C Operate continuous cooker.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3083 Operate continuous cooker

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a continuous cooker.

The candidate must:

- apply mathematical processes to monitoring procedures
- monitor temperature and make adjustments according to work instructions and product specifications
- test product samples to ensure cooked to specifications
- load and unload cooker to specifications
- monitor emissions to workplace and regulatory requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- basic operating principles of cooker
- Quality Assurance (QA) requirements of operations
- effects of overcooking
- implications on product quality and productivity of incorrect load in cooker
- production problems and out-of-specification product and take corrective action

Assessment Conditions

Assessment must be conducted in a registered, operating meat rendering plant.

Competency must be demonstrated at the normal rate of production for that rendering plant.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3084 Operate press

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a press (batch or continuous).

This unit is applicable to workers in rendering plants.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Perform start-up operation	1.1 Perform start-up operation to manufacturer's and workplace requirements
2. Monitor running of press	2.1 Monitor flow of product 2.2 Monitor condition of press cake 2.3 Monitor build-up of fines 2.4 Remove fines in accordance with workplace requirements 2.5 Operate press in accordance with work instructions 2.6 Identify and comply with workplace health and safety requirements
3. Clean press and hood	3.1 Regularly clean press and hood in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3083C Operate press.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3084 Operate press

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a press (batch or continuous).

The candidate must:

- perform start-up procedures to workplace requirements
- load and unload press to specifications
- test product samples to ensure pressed product meet specifications
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- follow workplace health and safety requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- basic operating principles of the press
- implications on product quality and productivity of incorrect press
- production problems and out-of-specification product and take corrective action
- relevant regulatory requirements

Assessment Conditions

Assessment must be conducted in a registered, operating meat rendering plant.

Competency must be demonstrated at the normal rate of production for that rendering plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3085 Operate wet rendering process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate wet rendering process.

This unit is applicable to workers in a rendering plant.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Operate metal detector	1.1 Regularly check metal detector sensitivity 1.2 Operate metal detector in accordance with workplace requirements
2. Operate and maintain size reduction equipment	2.1 Operate mincer in accordance with workplace requirements 2.2 Change knives and plates daily in accordance with workplace requirements 2.3 Identify and comply with workplace health and safety requirements
3. Monitor pre-heating	3.1 Perform start-up procedure in accordance with workplace and manufacturer's requirements 3.2 Monitor feed rate 3.3 Balance in and out feed
4. Monitor press or decanter	4.1 Monitor press or decanter in accordance with workplace and manufacturer's specifications
5. Monitor movement of solids to dryer	5.1 Monitor temperature in accordance with workplace requirements 5.2 Monitor feed rate

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3084C Operate wet rendering process.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3085 Operate wet rendering process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate wet rendering process.

The candidate must:

- conduct pre-start checks and maintenance procedures according to work instructions
- operate machinery according to workplace instructions
- produce a rendered product according to workplace requirements
- identify production problems and out-of-specification product and take corrective action
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- basic principles of wet rendering process
- operation and maintenance process
- need to change knives and plates daily and the replacement technique
- relevant regulatory requirements
- implications of not following manufacturer's instructions for operation and maintenance
- Quality Assurance (QA) requirements for rendered product

Assessment Conditions

Assessment must be conducted in a registered, operating meat rendering plant.

Competency must be demonstrated at the normal rate of production for that rendering plant.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3086 Monitor boiler operations

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to monitor boiler operations.

This unit is applicable to workers in meat processing premises.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Set up equipment	1.1 Check equipment prior to operation according to work instructions 1.2 Ensure cleanliness of equipment according to workplace requirements
2. Operate equipment	2.1 Load and program equipment according to work instructions 2.2 Operate equipment according to manufacturer's specifications and workplace requirements 2.3 Identify and comply with workplace health and safety requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3085C Monitor boiler operations.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3086 Monitor boiler operations

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must monitor boiler operations.

The candidate must:

- demonstrate operation of boiler according to workplace requirements
- identify production problems and out-of-specification product and take corrective action
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- operation of boiler according to workplace requirements
- effect on product and health and safety of incorrectly operating boiler
- workplace health and safety requirements in operating boiler
- relevant regulatory requirements

Assessment Conditions

Assessment must be conducted in a registered, operating meat processing premises.

Competency must be demonstrated at the normal rate of production for that rendering plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3087 Operate tallow processing plant

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to produce tallow from rendered meat product.

This unit is applicable to workers in rendering plants.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Press extracted tallow from cooked meal	1.1 Monitor flow of cooked waste 1.2 Operate and monitor presses in accordance with work instructions 1.3 Identify and comply with workplace health and safety requirements
2. Process tallow	2.1 Carry out start-up and shut-down procedures in accordance with workplace requirements 2.2 Monitor screening of solids from tallow 2.3 Separate tallow 2.4 Take tallow samples 2.5 Visually monitor tallow quality and provide feedback to supervisor 2.6 Follow work instructions for tallow production 2.7 Follow workplace health and safety procedures
3. Ensure the quality of tallow	3.1 Identify tallow specifications 3.2 Monitor processing conditions that affect tallow quality
4. Contain spillage	4.1 Contain any spillage of tallow in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3086C Operate tallow processing plant.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3087 Operate tallow processing plant

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must produce tallow from rendered meat product.

The candidate must:

- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- operate the tallow processing plant to workplace requirements
- apply relevant regulatory requirements
- comply with workplace health and safety requirements
- monitor quality of tallow
- monitor tallow processing
- identify production problems and out-of-specification product and take corrective action

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- basic principles of tallow processing
- workplace health and safety requirements associated with tallow processing plant
- Quality Assurance (QA) requirements associated with tallow processing plant
- relevant regulatory requirements

Assessment Conditions

Assessment must be conducted in a registered, operating meat rendering plant.

Competency must be demonstrated at the normal rate of production for that rendering plant.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3088 Operate blood processing plant

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a blood processing plant.

This unit is applicable to workers in a meat rendering plant.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Process blood meal	1.1 Follow work instructions for processing blood 1.2 Pump blood from slaughter floor into feeder tanks and visually monitor the quality 1.3 Monitor coagulation of blood 1.4 Dry blood and monitor temperature 1.5 Monitor blood meal for quality 1.6 Take blood meal samples for analysis 1.7 Regulate flow of blood for processing according to work instructions 1.8 Undertake routine maintenance in accordance with workplace specifications 1.9 Meet workplace health and safety requirements for operating a blood processing plant

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3087C Operate blood processing plant.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3088 Operate blood processing plant

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a blood processing plant.

The candidate must:

- operate the blood processing plant to workplace requirements
- identify production problems and out-of-specification product and take corrective action
- monitor quality of blood meal
- undertake routine maintenance to workplace requirements
- follow workplace health and safety requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- workplace health and safety and Quality Assurance (QA) requirements associated with the operation of a blood processing plant
- general principles of blood processing
- qualities of raw materials and final product
- work instructions for the operation of a blood processing plant
- relevant regulatory and workplace requirements
- workplace and customer blood meal specifications

Assessment Conditions

Competency must be demonstrated at the normal rate of production for that rendering plant.

Assessment must be conducted in a registered, operating meat rendering plant.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3089 Produce rendered products hygienically

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to produce rendered product hygienically.

This unit is applicable to workers in a rendering plant.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Control bacteria in rendered products	1.1 Identify micro-organisms in meat meal and explain their impact on quality 1.2 Carry out risk assessment and control measures for micro-organisms 1.3 Implement good housekeeping practices to minimise risk of contamination 1.4 Identify critical control points and implement control measures
2. Implement cleaning program for rendering plant	2.1 Explain and implement cleaning program for raw material processing areas as per work instructions 2.2 Explain and implement cleaning program for dry meal processing areas as per work instructions 2.3 Identify and meet workplace health and safety requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3088C Produce rendered products hygienically.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3089 Produce rendered products hygienically

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must produce rendered product hygienically.

The candidate must:

- implement cleaning program
- apply relevant regulatory and workplace requirements
- consistently control bacteria in rendered products to workplace requirements
- identify production problems and out-of-specification product and take corrective action
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- assess hygiene risks and take preventative action

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- cleaning program for rendering process
- relevant regulatory and workplace requirements
- critical control points for monitoring hygiene and sanitation of the process
- micro-organisms affecting meat meal and the control measures for these

Assessment Conditions

Assessment must be conducted using meat and the meat by-products must be prepared to a specification.

Competency must be demonstrated over a period of time and at a relevant rate of production.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3090 Render edible products

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate rendering equipment and produce an edible product.

This unit is applicable to workers in a meat rendering plant.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare and maintain equipment	1.1 Perform pre-operational checks in accordance with workplace, health and safety and hygiene and sanitation requirements 1.2 Perform routine maintenance in accordance with workplace requirements
2. Monitor and control flow of raw materials	2.1 Monitor nature and quality of the raw materials to ensure compliance with workplace and regulatory requirements 2.2 Report defects in raw materials promptly and take corrective action in accordance with workplace requirements 2.3 Control flow of raw materials into bulk bins and/or the processing equipment in accordance with work instructions
3. Render edible product	3.1 Operate equipment in accordance with workplace regulations, workplace health and safety requirements and manufacturer's specifications 3.2 Render edible product to workplace and customer specifications 3.3 Perform routine monitoring, record keeping and sampling to ensure compliance with product specifications 3.4 Identify sources of potential contamination of the product and preventative and take corrective measures in accordance with work instructions 3.5 Maintain cleanliness of work area in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3089C Render edible products.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3090 Render edible products

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate rendering equipment and produce an edible product.

The candidate must:

- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply the regulatory requirements for the rendering of the edible product
- identify production problems and out-of-specification product and take corrective action
- render product in accordance with work instructions, hygiene and sanitation and regulatory requirements
- sample and monitor product quality to ensure product meets workplace and customer requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- regulatory requirements for the rendering of the edible product
- operating and maintenance procedures for the rendering equipment
- relevant work instructions for the operation of the equipment
- workplace health and safety requirements for the operation of the rendering equipment
- relevant product specifications
- sampling and monitoring procedures relevant to the product
- possible sources of contamination of the product and the relevant preventative measures

Assessment Conditions

Assessment must be conducted using edible meat by-products prepared to a specification.

Competency must be demonstrated over a period of time and at a relevant rate of production.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3091 Implement a Quality Assurance program for rendering plant

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to implement a Quality Assurance (QA) program in a rendering plant.

This unit is applicable to workers in a rendering plant responsible for overseeing or being part of the implementation of a QA program.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Implement the QA program for the rendering plant	1.1 Clearly explain QA procedures and requirements to relevant personnel 1.2 Coach and monitor staff in the introduction of work instructions and operating procedures 1.3 Introduce and monitor verification and recording procedures 1.4 Conduct internal audit to validate the QA program

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3090B Implement a Quality Assurance program for rendering plant.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3091 Implement a Quality Assurance program for rendering plant

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must implement a Quality Assurance (QA) program in a rendering plant.

The candidate must:

- implement the QA program
- identify and implement corrective action
- verify the program using sampling, testing and auditing
- mentor staff implementing the procedures
- apply relevant communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant workplace health and safety, regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- hazards likely to be encountered in a rendering plant
- critical control points for QA monitoring
- process flow chart for the rendering operation
- relevant workplace health and safety, regulatory and workplace requirements
- verification and validation procedures

Assessment Conditions

Competency must be assessed in an operating rendering plant.

Competency must be demonstrated when implementing a functioning QA program.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3092 Grade beef carcases using Meat Standards Australia standards

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to grade beef to Meat Standards Australia (MSA) standards.

It is an MSA requirement that enterprises with a Level 1 licence have company graders who have a Statement of Attainment in this unit of competency or an MSA approved equivalent unit.

The skills and knowledge gained from this unit allow AUSMEAT chiller assessors to grade beef to MSA standards. MSA grading can only be carried out in MSA licensed processing establishments.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Apply the MSA system	1.1 Identify consumer preferences for eating quality traits 1.2 Identify factors impacting on eating quality
2. Grade beef carcases to MSA standards	2.1 Accurately identify and allocate reasons for non-compliance 2.2 Identify default inputs required for MSA grading 2.3 Assess maturity, MSA marbling, hump height, fat distribution and hide puller damage to MSA standards 2.4 Calibrate, maintain and operate equipment used for measuring ultimate pH and record calibration results 2.5 Measure ultimate pH 2.6 Identify hanging method 2.7 Record AUS-MEAT chiller assessment measurements of the carcase to be graded 2.8 Generate an eating quality outcome for graded carcases
3. Operate MSA software and hardware to record grading details and generate eating quality outcomes	3.1 Access and operate MSA software and hardware 3.2 Enter, store, sort, retrieve, check and validate, interpret and forward data 3.3 Generate grading reports
4. Apply vendor declaration information to MSA grading	4.1 Identify and interpret essential information on vendor declarations and delivery paperwork 4.2 Manage MSA vendor declarations in accordance with the MSA Standards 4.3 Activate Data Capture Unit (DCU) defaults in accordance with the vendor declaration
5. Identify MSA graded carcase product to demonstrate traceability	5.1 Identify system for identifying graded product 5.2 Apply slaughter floor ticket information 5.3 Identify carcases appropriately for carcase sorting and cuts harvesting
6. Adhere to the MSA Standards Manual	6.1 Complete all aspects of MSA grading in accordance with the Standards Manual and Licensing requirements 6.2 Grade carcases according to the MSA system 6.3 Identify and resolve grading problems
7. Comply with	7.1 Comply with applicable workplace health and safety, workplace

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
workplace requirements	and regulatory requirements whilst grading

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3095B Grade beef carcases using Meat Standards Australia standards.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3092 Grade beef carcases using Meat Standards Australia standards

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must grade beef to Meat Standards Australia (MSA) standards.

The candidate must be viewed by the assessor or in the workplace at least once.

The candidate must:

- demonstrate proficiency with all aspects of the DCU system
- demonstrate proficiency with all aspects of handling MSA grading data
- describe all carcase attributes that are collected
- accurately assess all carcase attributes required to generate an eating quality outcome
- apply an appropriate carcase identification system
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs) and problem-solving skills
- apply relevant workplace health and safety, regulatory and workplace requirements
- maintain currency of knowledge through independent research or professional development
- apply all MSA grading reports

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- requirements of the MSA Standards Manual
- carcase hanging methods and their impact on eating quality
- importance of subcutaneous fat coverage
- the impact of hump height and tropical breed content on eating quality
- MSA marbling requirements
- Determining carcase maturity
- Determining hide puller damage requirements and the impact on eating quality

© Commonwealth of Australia, 2025 Skills Insight

- essential operating conditions for use of the MSA system, including the equipment required for grading
- information on a carcase ticket that is necessary for MSA Grading
- MSA vendor declaration system
- relationship between DCU, plant boning runs, and cut x cook outcomes
- how ageing affects eating quality and how its effect is incorporated onto the MSA system
- MSA feedback requirements
- pH requirements and the impact on eating quality
- AUS-MEAT chiller assessment standards
- What a MQ4 score is and its relationship with MSA bands of eating quality
- link between carcase ticket information and grading results
- MSA minimum requirements
- Palatability Analysis Critical Control Points (PACCP) approach to eating quality
- relationship between cut and cooking method
- role of plant boning runs
- Minimum standards for MSA livestock eligibility minimum standards for MSA grader performance
- potential grading problems and suggest solutions
- MSA grading reports

Assessment Conditions

Competency is to be assessed in a representative workplace environment. Assessment is to occur under standard and authorised work practices, safety requirements and regulatory requirements.

A minimum of three different forms of assessment must be used.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3093 Use standard product descriptions - sheep and goats

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to utilise a standardised product description language such as AUS-MEAT.

This unit is designed to give workers in boning rooms an understanding of how a standardised product description system is used in a specific workplace. It can be used to improve the skills and knowledge of product description for packers, slicers and boners.

This unit does not have to be delivered as part of an AUS-MEAT Standards Officer course (language). However it does align with the AUS-MEAT Statement of Attainment for the Sheep Specification course.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify anatomical features of a sheep or goat carcase	1.1 Describe directions on a carcase using the anatomical direction format 1.2 Locate and identify bones relevant to meat specifications in a sheep or goat skeleton 1.3 Locate and identify relevant glands and cartilage on a sheep or goat carcase 1.4 Locate and identify muscles relevant to sheep or goat specifications
2. Identify and name meat products using the standard product description	2.1 Explain nature and format of product specifications 2.2 Correctly identify, name and spell meat products using the standardised cut description 2.3 Identify major muscles that make up each meat cut 2.4 Identify correct cutting lines for each product using the anatomical terms to describe cutting lines 2.5 Identify necessary changes required for any given meat product to comply with the company product description

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3099B Use standard product descriptions – sheep/goats.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3093 Use standard product descriptions - sheep and goats

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must utilise a standardised product description language such as AUS-MEAT.

The candidate must:

- Identify anatomical features of a sheep or goat carcase
- Identify and name meat products using the standard product description
- undertake measurements and checking against specification requirements
- identify non-conforming product in accordance with specifications
- apply communication relevant to work instructions and Standard Operating Procedures (SOPs) and problem-solving skills
- apply relevant workplace health and safety, regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- product specification requirements
- corrective action procedures for non-conforming product
- relevant workplace health and safety, regulatory and workplace requirements
- language specifications of sheep or goat product
- product specification points
- skeletal and anatomical structures and features of sheep or goat product to be specified

Assessment Conditions

Competency must be assessed in an operating meat processing plant.

Competency must be demonstrated when applying the language to actual carcases and meat cuts.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3094 Use standard product descriptions - beef

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to utilise a standardised meat product description language such as AUS-MEAT.

This unit is designed to give workers in boning rooms an understanding of how a standardised product description language is used for beef products. It can be used to increase the skills of packers, slicers and boners.

This unit does not have to be delivered as part of an AUS-MEAT course (language). However it does align with the AUS-MEAT Statement of Attainment for the Beef Specification course.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify anatomical features of a beef carcase	1.1 Describe directions on a carcase using the anatomical direction format 1.2 Locate and identify bones relevant to meat specifications in a beef skeleton 1.3 Locate and identify relevant glands and cartilage on a beef carcase 1.4 Locate and identify muscles relevant to beef specifications
2. Identify and name meat products using the standard product description	2.1 Explain nature and format of product specifications 2.2 Correctly identify, name and spell meat products using the standardised cut description 2.3 Identify major muscles that make up each meat cut 2.4 Identify correct cutting lines for each product using the anatomical terms to describe cutting lines 2.5 Identify necessary changes required for any given meat product to comply with the company product description

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3100B Use standard product descriptions – beef.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3094 Use standard product descriptions - beef

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must utilise a standardised meat product description language such as AUS-MEAT.

The candidate must:

- identify anatomical features of a beef carcase
- identify and name meat products using the standard product description
- apply communication relevant to work instructions and Standard Operating Procedures (SOPs) and problem-solving skills
- identify non-conforming product in accordance with specifications
- explain corrective action procedures for non-conforming product
- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- undertake measurements and checking against specification requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- product specifications points
- elements of specifications on beef product
- skeletal and anatomical structures and features of beef product

Assessment Conditions

Competency must be assessed in an operating meat processing plant.

Competency must be demonstrated when applying the language to actual carcases and meat cuts.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3095 Use standard product descriptions - pork

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to utilise a standardised product description language such as AUS-MEAT.

This unit is designed to give workers in boning rooms an understanding of how a standardised product description system is used in a specific workplace. It can be used to improve the skills and knowledge of product descriptions for packers, slicers and boners.

This unit does not have to be delivered as part of an AUS-MEAT Standards Officer course (language). However it does align with the AUS-MEAT Statement of Attainment for the Pork Specification course.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify anatomical features of a pork carcase	1.1 Describe directions on a carcase using the anatomical direction format 1.2 Locate and identify bones relevant to meat specifications in a pork skeleton 1.3 Locate and identify relevant glands and cartilage on a pork carcase 1.4 Locate and identify muscles relevant to pork specifications
2. Identify and name meat products using the standard product description	2.1 Explain nature and format of product specifications 2.2 Correctly identify, name and spell meat products using the standardised cut description 2.3 Identify major muscles that make up each meat cut 2.4 Identify correct cutting lines for each product using the anatomical terms to describe cutting lines 2.5 Identify necessary changes required for any given meat product to comply with the company product description

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3101B Use standard product descriptions – pork.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3095 Use standard product descriptions - pork

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must utilise a standardised product description language such as AUS-MEAT.

The candidate must:

- identify anatomical features of a pork carcase
- identify and name meat products using the standard product description
- apply communication relevant to work instructions and Standard Operating Procedures (SOPs) and problem-solving skills
- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- identify and explain language specifications on pork product label
- identify non-conforming product in accordance with specifications
- undertake measurements and checking against specification requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- product specification requirements
- corrective action procedures for non-conforming product
- product specification points
- skeletal and anatomical structures and features of pork product to be specified

Assessment Conditions

Assessment must occur in the workplace under normal enterprise or production conditions.

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3096 Use standard product descriptions - kangaroos

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to utilise a standardised product description language.

This unit is designed to give workers in boning rooms an understanding of how a standardised product description system is used in a specific workplace. It can be used to improve the skills and knowledge of product description for packers, slicers and boners.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify anatomical features of a kangaroo carcase	1.1 Describe directions on a carcase using the anatomical direction format 1.2 Locate and identify bones relevant to meat specifications in a kangaroo skeleton 1.3 Locate and identify relevant glands and cartilage on a kangaroo carcase 1.4 Locate and identify muscles relevant to kangaroo specifications
2. Identify and name meat products using the standard product description	2.1 Explain nature and format of product specifications 2.2 Correctly identify, name and spell meat products using the standardised cut description 2.3 Identify major muscles that make up each meat cut 2.4 Identify correct cutting lines for each product using the anatomical terms to describe cutting lines 2.5 Identify necessary changes to any given meat product for it to comply with the company product description

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3104B Use standard product descriptions – kangaroos.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3096 Use standard product descriptions - kangaroos

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must use the standardised product description language for kangaroo cuts.

The candidate must :

- identify anatomical features of a kangaroo carcase
- identify and name meat products using the standard product description
- undertake measurements and checking against specification requirements
- identify non-conforming product in accordance with specifications
- apply communication relevant to work instructions and Standard Operating Procedures (SOPs) and problem-solving skills
- apply relevant workplace health and safety, regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- product specification requirements
- corrective action procedures for non-conforming product
- relevant workplace health and safety, regulatory and workplace requirements
- language specifications for kangaroo products
- product specification points
- skeletal and anatomical structures and features of kangaroo product to be specified

Assessment Conditions

Competency must be assessed in an operating meat processing plant.

Competency must be demonstrated applying the language to actual carcases and meat cuts.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3100 Perform manual chemical lean testing

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform chemical lean (CL) testing on carton meat.

This unit is applicable to workers in boning rooms taking samples and performing CL testing manually.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Take samples for testing	1.1 Select cartons for testing according to sampling plan 1.2 Handle cartons according to workplace hygiene and health and safety requirements 1.3 Identify products to be sampled 1.4 Take samples according to workplace requirements
2. Test samples	2.1 Perform pre-operational checks on scales according to workplace requirements 2.2 Blend meat samples according to workplace requirements 2.3 Tare scales or weigh beaker according to work instruction 2.4 Cook and weigh samples according to workplace requirements 2.5 Dispose of samples according to workplace requirements
3. Calculate CL	3.1 Calculate CL percentage using prescribed formula 3.2 Withhold or release cartons depending on CL results and workplace requirements 3.3 Record and report CL results according to workplace requirements 3.4 Identify corrective action and retesting requirements for out-of-specification product

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3107B Perform manual chemical lean testing.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3100 Perform manual chemical lean testing

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must perform chemical lean (CL) testing on carton meat.

The candidate must:

- select, take, prepare and test samples according to workplace requirements
- accurately use the formula for calculating CL
- apply relevant regulatory requirements
- prepare and use testing scales and taring scales (if required) according to manufacturer's specifications and workplace requirements
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs) and problem-solving skills

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- concept of CL and why it is important in specifications
- corrective actions required if CL results are not within specification
- work instruction for sampling and testing
- relevant regulatory requirements

Assessment Conditions

Assessment should be performed in an operating boning room and across the full range of product specifications.

Competency must be demonstrated at the normal speed of production.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3101 Overview of the NLIS for sheep and goats

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to work with the mob based National Livestock Identification System (NLIS) for sheep and goats.

This Unit is applicable for those purchasing livestock, receiving and managing livestock in lairage, livestock clerks, Quality Assurance managers, slaughter floor supervisors, reader and NLIS terminal operators on the slaughter floor, meat authority staff and auditors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Describe the history of the NLIS and its benefit to industry	1.1 Explain why the industry has implemented an NLIS for sheep and goats 1.2 Explain the benefits of the NLIS to industry
2. Describe the nature and function of a Property Identification Code (PIC)	2.1 Identify the component parts of a PIC 2.2 Explain the importance of the PIC to the NLIS
3. Describe and interpret the data contained on a National Vendor Declaration (NVD)	3.1 Explain the purpose of an NVD 3.2 Explain the information contained on an NVD 3.3 Interpret the importance of the various details on the NVD for an abattoir 3.4 Identify the various mistakes that can be made by producers when completing NVDs 3.5 Describe the actions that have to be taken when NVDs are incomplete or incorrectly filled in 3.6 Describe the path of the NVD from producer to processor
4. Complete a review of an NVD as received by a meat processor	4.1 Identify the important information on an NVD 4.2 Identify errors 4.3 Describe the corrective actions to be taken
5. Identify the various types of NLIS devices for sheep and goats	5.1 Explain the purpose of an NLIS device and the information on it 5.2 Identify and explain the purpose of breeder and post-breeder tags
6. Identify the various NLIS regulations that apply to producers, saleyards and meat processors	6.1 Identify and explain the role of the various bodies associated with the NLIS 6.2 Describe the NLIS regulatory obligations for slaughtering establishments 6.3 Describe the corrective action to be taken with untagged sheep 6.4 Describe the corrective action to be taken with untagged mobs
7. Describe the function of the kill sheet	7.1 Explain the purpose of a kill sheet and who prepares it 7.2 Identify the various component parts of a kill sheet and the information contained in it 7.3 Explain the importance of following the kill sheet schedule and

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	of validating the kill sheet to the NLIS
8. Explain the role of Post-Sale Summaries (PSSs)	8.1 Explain why PSSs are forwarded to abattoirs 8.2 Explain how PICs are confirmed by abattoirs with the NLIS database

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3108A Overview of the NLIS for sheep and goats.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3101 Overview of the NLIS for sheep and goats

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must work with the mob based National Livestock Identification System (NLIS) for sheep and goats.

The candidate must:

- describe the history of the NLIS and its benefit to industry
- describe the nature and function of a PIC
- describe and interpret the data contained on an NVD
- complete a review of an NVD as received by a meat processor
- identify the various types of NLIS devices for sheep and goats
- identify the various NLIS regulations that apply to producers, saleyards and meat processors
- describe the function of the kill sheet
- explain the role of Post Sale Summaries (PSSs)
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- the fundamental benefits of the NLIS to industry
- NLIS devices including RFIDS and boluses, and their purpose and function in the NLIS
- NLIS regulatory requirements in relation to abattoirs
- the function of NLIS devices
- the purpose of an NVD
- the information contained on an NVD
- the role of Post Sale Summaries (PSSs)

© Commonwealth of Australia, 2025 Skills Insight

- the function of the kill sheet
- the purpose and types of ear tags for sheep and goats
- the data contained on a National Vendor Declaration
- purpose, nature of and regulations underpinning the use of PICs
- how to deal with problems originating from consignment PIC
- status, abbreviations and what they mean, and the required actions to be taken in response

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3102 Overview of the NLIS program utilising RFIDs

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to work with the National Livestock Identification System (NLIS), utilising data carried in a Radio Frequency Identification Device (RFID).

This Unit is applicable for those purchasing livestock, receiving and managing livestock in lairage, livestock clerks, Quality Assurance managers, slaughter floor supervisors, reader and NLIS terminal operators on the slaughter floor, meat authority staff and auditors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Describe the history of the NLIS and its benefit to industry	1.1 Explain why the industry has implemented an RFID based identification system 1.2 Explain the benefits of the NLIS to industry
2. Describe the nature and function of a Property Identification Code (PIC)	2.1 Identify the component parts of a PIC 2.2 Explain the business rules for the use of a PIC 2.3 Explain the importance of the PIC to the NLIS
3. Describe and interpret the data contained on a National Vendor Declaration (NVD)	3.1 Explain the purpose of an NVD 3.2 Explain the information contained on an NVD 3.3 Interpret the importance of the various details on the NVD for an abattoir 3.4 Identify the various mistakes that can be made by producers when completing NVDs 3.5 Describe the actions that have to be taken when NVDs are incomplete or incorrectly filled in 3.6 Describe the path of the NVD from producer to processor and the impact of incorrect information being recorded on the NVD
4. Complete a review of an NVD as received by a meat processor	4.1 Identify the important information on an NVD 4.2 Identify errors 4.3 Describe the corrective actions to be taken
5. Identify the various NLIS devices	5.1 Explain the purpose of an NLIS device and the information on it 5.2 Describe the relationship between an RFID and an NLIS identification device 5.3 Explain the difference between an RFID ear tag and bolus 5.4 Identify the factors that can influence the readability of an NLIS device
6. Identify the various NLIS regulations that apply to producers, saleyards and meat processors	6.1 Identify and explain the role of the key organisations associated with the NLIS 6.2 Describe the NLIS regulatory obligations for producers, saleyards and slaughtering establishments 6.3 Describe the corrective action to be taken with non-identified stock

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	6.4 Describe the corrective action to be taken with non-reading devices
7. Describe the function of the kill sheet	7.1 Explain the purpose of a kill sheet and who prepares it 7.2 Identify the various component parts of a kill sheet and the information contained in it 7.3 Explain the importance of following the kill sheet schedule and of validating the kill sheet to the NLIS data gathered 7.4 Explain how untagged animals are dealt with prior to and during the slaughter process
8. Explain the role of Post-Sale Summaries (PSSs)	8.1 Explain what data is contained in a pre-sale catalogue and why it is important 8.2 Explain why PSSs are forwarded to abattoirs from saleyards 8.3 Explain how and why PICs are confirmed by abattoirs with the NLIS database

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3109A Overview of the NLIS program utilising RFIDs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3102 Overview of the NLIS program utilising RFIDs

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must work with the National Livestock Identification System (NLIS), utilising data carried in a Radio Frequency Identification Device (RFID).

The candidate must:

- describe the history of the NLIS and its benefit to industry
- describe the nature and function of a PIC
- describe and interpret the data contained on an NVD
- complete a review of an NVD as received by a meat processor
- identify the various NLIS devices
- identify the various NLIS regulations that apply to producers, saleyards and meat processors
- describe the function of the kill sheet
- explain the role of pre-sale catalogues and post-sale summaries
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- purpose and benefits of the NLIS to industry
- NLIS data base and its management
- NLIS devices including RFIDs and boluses, and their purpose and function in the NLIS
- NLIS regulatory requirements in relation to abattoirs
- purpose and types of NLIS tags for sheep and goats
- information printed on the NLIS cattle ear devices
- purpose, nature of and regulations underpinning the use of PICs

© Commonwealth of Australia, 2025 Skills Insight

- how to deal with problems originating from consignment PIC
- purpose of an NVD
- information recorded on an NVD
- regulatory responsibilities of the various parties in the supply chain
- role of pre-sale catalogues and PSSs
- function of the kill sheet
- the function of post breeder tags
- status, abbreviations and what they mean, and the required actions to be taken in response

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3103 Manage NLIS data for livestock in lairage

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to manage National Livestock Identification System (NLIS) data for stock identified with Radio Frequency Identification Devices (RFIDs) from the point of arrival at an abattoir and whilst they are in lairage.

This Unit is applicable for those managing and identifying livestock fitted with RFIDs in lairage.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3102 Overview of the NLIS program utilising RFIDs

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Receive stock	1.1 Receive accompanying documentation and check for completeness 1.2 Carry out physical check of received stock (head count) against the National Vendor Declaration (NVD), Post Sale Summary (PSS) or Waybill 1.3 Check PSS for statuses and implement company procedures where relevant
2. Check NLIS devices	2.1 Check for presence of NLIS devices 2.2 Implement workplace procedure for untagged stock 2.3 Record information for state jurisdictions (if required) 2.4 Notify state authority (if required) when non-compliance is detected
3. Communicate issues/matters arising to internal management	3.1 Use established workplace communication processes 3.2 Complete records of issues/matters arising and actions taken according to enterprise requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3110A Manage NLIS data for livestock in lairage.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3103 Manage NLIS data for livestock in lairage

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must manage (National Livestock Identification System (NLIS) data for stock identified with Radio Frequency Identification Devices (RFIDs) from the point of arrival at an abattoir and whilst they are in lairage.

The candidate must:

- receive stock
- check NLIS devices
- communicate issues/matters arising to internal management
- read and interpret a pre-sale catalogue or vendor declaration
- read and interpret an NVD and PSS
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs) to interact with agents or transporters, raise and explain issues and problems
- use negotiation skills to resolve issues such as problems with original location, incomplete NVDs or Property Identification Codes (PICs)
- use mathematical skills to verify stock arriving against number listed on NVD/PSS
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- NLIS regulatory requirements in relation to abattoirs
- purpose, nature of and regulations underpinning the use of PICs
- NLIS devices including Radio Frequency Identification Devices (RFIDs) and boluses, and their purpose and function in the NLIS
- status, abbreviations and what they mean, and the required actions to be taken in response

© Commonwealth of Australia, 2025 Skills Insight

- how to deal with problems of original location

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3104 Manage NLIS data for sheep and goats in lairage

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to manage National Livestock Identification System (NLIS) data for sheep and goats from the point of arrival at an abattoir and whilst they are in lairage.

This Unit is applicable for those managing and identifying sheep and goats in lairage.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3101 Overview of the NLIS for sheep and goats

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Receive sheep or goats	1.1 Receive accompanying documentation and check for completeness 1.2 Carry out physical check of received stock (head count)
2. Check tags	2.1 Check for presence of tags 2.2 Record required information for state jurisdictions 2.3 Take corrective action for untagged sheep or deficient documentation according to regulatory and workplace requirements
3. Communicate issues/matters arising to internal management	3.1 Use established enterprise communication processes. 3.2 Complete records of issues/matters arising and actions taken according to enterprise requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3111A Manage NLIS data for sheep and goats in lairage.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3104 Manage NLIS data for sheep and goats in lairage

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must manage National Livestock Identification System (NLIS) data for sheep and goats from the point of arrival at an abattoir and whilst they are in lairage.

The candidate must:

- read and interpret a National Vendor Declaration(NVD)
- read and interpret a Post Sale Summary (PSS)
- receive sheep or goats
- check tags
- check relevant documentation
- communicate issues/matters arising to internal management
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs) to interact with agents, saleyards or transporters, raise and explain issues and problems
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- NLIS regulatory requirements in relation to abattoirs
- NLIS devices including ear tags, Radio Frequency Identification Devices (RFIDs) (where applicable) and their purpose and function in the NLIS for sheep and goats
- purpose, nature of and regulations underpinning the use of Property Identification Codes (PICs)
- how to deal with problems relating to consignment PICs
- role and responsibilities of regulators, and other bodies such as Meat and Livestock Australia (MLA) in relation to NLIS

© Commonwealth of Australia, 2025 Skills Insight

- status, abbreviations and what they mean, and the required actions to be taken in response

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3105 Manage NLIS for direct purchase of stock identified with an RFID

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to manage the National Livestock Identification System (NLIS) responsibilities for stock identified with a Radio Frequency Identification Device (RFID) purchased directly from a producer or vendor prior to their arrival at an abattoir.

This Unit is applicable for those managing and identifying livestock fitted with RFIDs prior to their arrival at an abattoir.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3102 Overview of the NLIS program utilising RFIDs

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Confirm requirements with producer	1.1 Ensure producer is made aware of all requirements when booking stock in 1.2 Ensure a completed National Vendor Declaration (NVD) is provided with the stock 1.3 Request additional/missing information as necessary.
2. Validate the Property Identification Code (PIC)	2.1 Ensure PIC listed on the NVD is valid by using a PIC validity checker, e.g. Quick PIC, NLIS Database 2.2 If invalid, contact producer to resolve and advise livestock staff
3. Schedule delivery	3.1 Make delivery arrangements according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3112A Manage NLIS for direct purchase of stock identified with an RFID.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3105 Manage NLIS for direct purchase of stock identified with an RFID

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must manage the National Livestock Identification System (NLIS) responsibilities for stock identified with a Radio Frequency Identification Device (RFID) purchased directly from a producer or vendor prior to their arrival at an abattoir.

The candidate must:

- confirm requirements with producer
- validate the PIC
- schedule delivery
- read and interpret an NVD
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs) to interact with agents, raise and explain issues and problems
- use negotiation skills to resolve issues such as problems with original location, incomplete NVDs or PICs
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- NLIS regulatory requirements in relation to abattoirs
- purpose, nature of and regulations underpinning the use of PICs
- NLIS devices including RFIDs and boluses, and their purpose and function in the NLIS
- status, abbreviations and what they mean, and the required actions to be taken in response
- how to deal with problems originating from consignment PIC

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3106 Manage NLIS for direct purchase of sheep or goats

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to manage the National Livestock Identification System (NLIS) responsibilities for sheep or goats purchased directly from a producer or vendor, prior to their arrival at an abattoir.

This unit applies to stock buyers who are responsible for purchasing livestock directly from producers.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3101 Overview of the NLIS for sheep and goats

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Confirm requirements with producer	1.1 Ensure producer is made aware of all requirements when booking in sheep or goats 1.2 Ensure the National Vendor Declaration (NVD) questions have been addressed where non-vendor bred stock are included in the mob 1.3 Request additional/missing information as necessary
2. Schedule delivery	2.1 Make delivery arrangements according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3113A Manage NLIS for direct purchase of sheep or goats.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3106 Manage NLIS for direct purchase of sheep or goats

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must manage the National Livestock Identification System (NLIS) responsibilities for sheep or goats purchased directly from a producer or vendor, prior to their arrival at an abattoir.

The candidate must:

- confirm producer requirements
- schedule delivery
- read and interpret an NVD
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs) to interact with agents, raise and explain issues and problems
- use negotiation skills to resolve issues such as problems with original location, incomplete NVDs or Property Identification Codes (PICs)
- use mathematical skills to validate NVD data against actual stock numbers
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- the role and function of NVDs
- the importance of data contained on an NVD
- NLIS regulatory requirements in relation to abattoirs
- purpose, nature of and regulations underpinning the use of PICs
- NLIS devices role and responsibilities of producers, regulators, and other bodies such as Meat and Livestock Australia (MLA) in relation to NLIS
- status, abbreviations and what they mean, and the required actions to be taken in response
- how to deal with problems of original location

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3107 Manage NLIS data for saleyard purchase of livestock

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to manage the National Livestock Identification System (NLIS) responsibilities for livestock identified by Radio Frequency Identification Devices (RFIDs) purchased at a saleyard, prior to their arrival at an abattoir.

This unit applies to stock buyers who are responsible for purchasing livestock from saleyards.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3102 Overview of the NLIS program utilising RFIDs

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. View and assess pre-sale information	1.1 Identify stock that meet the workplace or customer requirements prior to the sale
2. Confirm destination information	2.1 Ensure buyer's destination Property Identification Code (PIC) is known to the saleyard operators
3. Complete purchase	3.1 Confirm all required documentation is completed correctly 3.2 Complete purchase according to enterprise requirements
4. Secure Post Sale Summary (PSS) or buyer's reconciliation report	4.1 Check PSS for consistency with pre-sale catalogue (where a pre-sale summary is offered) purchase decisions 4.2 Confirm that all National Vendor Declarations (NVDs) from which stock have been sourced are held by the agent 4.3 Obtain hard copies if required 4.4 Ensure PSS lists of mobs purchased are transferred to abattoir PIC via NLIS account within the legal timeframe 4.5 Take corrective action as appropriate
5. Notify receiving plant of stock transfer details	5.1 Communicate stock transfer information according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3114A Manage NLIS data for saleyard purchase of livestock.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3107 Manage NLIS data for saleyard purchase of livestock

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must manage the National Livestock Identification System (NLIS) responsibilities for livestock identified by Radio Frequency Identification Devices (RFIDs) purchased at a saleyard, prior to their arrival at an abattoir.

The candidate must:

- view and assess pre-sale information
- confirm destination information
- complete purchase
- secure PSS or buyer's reconciliation report
- notify receiving plant of stock transfer details
- read and interpret a pre-sale catalogue
- read and interpret an NVD
- read an interpret a PSS
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs) to interact with agents, raise and explain issues and problems
- use negotiation skills to resolve issues such as problems with original location, incomplete NVDs or PICs
- use mathematical skills to validate data on PSS
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- NLIS regulatory requirements in relation to abattoirs
- purpose, nature of and regulations underpinning the use of PICs
- role and responsibilities of regulators, and other bodies such as MLA in relation to NLIS

© Commonwealth of Australia, 2025 Skills Insight

- status, abbreviations and what they mean, and the required actions to be taken in response
- how to deal with problems of original location

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3108 Manage NLIS for saleyard purchase of sheep or goats

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to manage the National Livestock Identification System (NLIS) responsibilities for sheep or goats purchased at a saleyard, prior to their arrival at an abattoir.

This unit applies to stock buyers who are responsible for purchasing livestock from saleyards.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3101 Overview of the NLIS for sheep goats

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. ew and assess pre-sale information	1.1 Identify stock that meet the workplace or customer requirements prior to the sale
2. Confirm destination information	2.1 Ensure buyer’s destination Property Identification Code (PIC) is known to the saleyard operators
3. Check the National Vendor Declaration (NVD)	3.1 Determine whether the mob is vendor-bred or non-vendor-bred 3.2 Conduct additional required checks for non-vendor bred sheep
4. Complete purchase	4.1 Confirm all required documentation is completed correctly 4.2 Complete purchase according to enterprise requirements
5. Secure Post Sale Summary (PSS) or buyer's reconciliation report	5.1 Check PSS for consistency with purchase decisions 5.2 Confirm that all National Vendor Declarations (NVDs) from which stock have been sourced are held by the agent 5.3 Obtain hard copies if required 5.4 Ensure PSS lists of mobs purchased are transferred to abattoir Property Identification Code (PIC) via NLIS account within the legal timeframe 5.5 Take corrective action as appropriate
6. Notify receiving plant of stock transfer details	6.1 Communicate stock transfer information according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3115A Manage NLIS for saleyard purchase of sheep or goats.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3108 Manage NLIS for saleyard purchase of sheep or goats

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must manage the National Livestock Identification System (NLIS) responsibilities for sheep or goats purchased at a saleyard, prior to their arrival at an abattoir.

The candidate must:

- view and assess pre-sale information
- confirm destination information
- check the NVD
- complete purchase
- secure PSS or buyer's reconciliation report
- notify receiving plant of stock transfer details
- read and interpret an NVD
- read an interpret a PSS
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs) to interact with agents, raise and explain issues and problems
- use negotiation skills to resolve issues such as problems with original location, incomplete NVDs or PICs
- use mathematical skills to validate data on PSS
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the role of the NVD
- NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- NLIS regulatory requirements in relation to producers, agents, saleyards and abattoirs
- purpose, nature of and regulations underpinning the use of PICs

© Commonwealth of Australia, 2025 Skills Insight

- role and responsibilities of producers, agents, saleyards and abattoirs
- role and responsibilities of regulators, and other bodies such as Meat and Livestock Australia (MLA) in relation to NLIS
- status, abbreviations and what they mean, and the required actions to be taken in response
- how to deal with problems of consignment PIC

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3109 Manage, report and upload NLIS slaughter data from RFIDs

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to manage the reporting of slaughter data to the National Livestock Identification System (NLIS) data base.

This unit applies to Quality Assurance managers or livestock clerks who are responsible for reconciling actual slaughter data with the shift kill sheet. The unit also covers the uploading of data to the NLIS data base.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3102 Overview of the NLIS program utilising RFIDs

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Validate the kill sheet with slaughter floor staff	1.1 Liaise with slaughter staff floor to correct kill sheet discrepancies such as out of sequence stock, emergency kills, non-identified stock or non-reading devices 1.2 Validate slaughter numbers prior to upload of NLIS data
2. Upload data to the NLIS database	2.1 Access the NLIS database 2.2 Upload slaughter floor carcase feedback data
3. Check NLIS data upload history	3.1 Access the NLIS database 3.2 Ensure successful upload of data
4. Respond to email errors	4.1 Respond to emails from the NLIS database 4.2 View and respond to error reports 4.3 Resolve upload issues 4.4 Record and save resolution of errors 4.5 Implement corrective actions in response to ongoing non-compliance issues

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3116A Manage, report and upload NLIS slaughter data from RFIDs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3109 Manage, report and upload NLIS slaughter data from RFIDs

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must manage the reporting of slaughter data to the National Livestock Identification System (NLIS) data base.

The candidate must:

- validate the kill sheet with slaughter floor staff
- upload data to the NLIS database
- check NLIS data upload history
- respond to email errors
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs) to:
  - validate the kill sheet
  - upload slaughter data to the NLIS database
  - resolve upload problems
  - raise and explain issues and problems with slaughter floor staff
- use negotiation skills to resolve issues
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- NLIS regulatory requirements in relation to abattoirs
- sources of errors with slaughter data
- NLIS uploading procedures
- NLIS rules for responding to error emails
- on-site data storage procedures

© Commonwealth of Australia, 2025 Skills Insight

- status, abbreviations and what they mean, and the required actions to be taken in response

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3110 Manage, report and upload mob based NLIS data for sheep and goats

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to manage the reporting of slaughter data for the mob based National Livestock Identification System (NLIS) data base.

This unit applies to Quality Assurance managers or livestock clerks who are responsible for reconciling actual slaughter data with the shift kill sheet. The unit also covers the uploading of data to the NLIS data base.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3101 Overview of the NLIS for sheep and goats

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Validate the kill sheet with slaughter floor staff	1.1 Liaise with slaughter staff floor to correct kill sheet discrepancies such as out of sequence stock, emergency kills, non-identified stock or non-reading devices 1.2 Validate slaughter numbers prior to upload of NLIS data
2. Upload data to the NLIS database	2.1 Access the NLIS database 2.2 Upload slaughter data via online entry or through file upload
3. Check NLIS data upload history	3.1 Access the NLIS database 3.2 Ensure successful upload of data
4. Respond to upload errors	4.1 Respond to emails from the NLIS database 4.2 View and respond to error reports 4.3 Resolve upload issues 4.4 Record and save resolution of errors 4.5 Implement, record and review corrective actions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3117A Manage, report and upload mob based NLIS data for sheep and goats.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3110 Manage, report and upload mob based NLIS data for sheep and goats

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must manage the reporting of slaughter data for the mob based National Livestock Identification System (NLIS) data base.

The candidate must:

- validate the kill sheet with slaughter floor staff
- upload data to the NLIS database
- check NLIS data upload history
- respond to upload errors
- reconcile difference between slaughter floor data and kill sheet
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs) to interact with the NLIS database and slaughter floor staff
- use negotiation skills to resolve issues
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- NLIS regulatory requirements in relation to abattoirs
- sources of errors with NLIS data
- NLIS uploading procedures
- NLIS rules for responding to error emails
- data storage procedures
- status, abbreviations and what they mean, and the required actions to be taken in response

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3111 Conduct start up procedures and preoperational checks on slaughter floor NLIS data equipment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to conduct start-up procedures and undertake pre-operational checks on slaughter floor National Livestock Information System (NLIS) data equipment such as Radio Frequency Information Devices (RFID) readers and NLIS data terminals.

The unit is applicable to slaughter floor staff responsible for turning on RFID readers and NLIS data terminals and then conducting pre operational checks.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3102 Overview of the NLIS program utilising RFIDs

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Implement start-up procedures	1.1 Follow work and manufacturer's instructions to start-up readers and NLIS data terminals 1.2 Check back up reader
2. Perform pre-operational checks	2.1 Check operation of reader using test RFID 2.2 Check terminal is connected to RFID reader and server 2.3 Report issues promptly to relevant supervisors
3. Ensure testing and maintenance regimes	3.1 Check routine testing and maintenance of readers is being performed
4. Perform basic troubleshooting on hardware and software	4.1 Identify and isolate issue and check start-up procedures 4.2 Follow basic trouble shooting tests using workplace procedures and manufacturer's instructions
5. Implement corrective action when hardware or software fails	5.1 Inform all relevant staff when hardware or software fails 5.2 Implement fall-back plan including use of back-up readers and terminals 5.3 Instruct operators as to new arrangements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3118A Conduct start up procedures and preoperational checks on slaughter floor NLIS data equipment.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3111 Conduct start up procedures and preoperational checks on slaughter floor NLIS data equipment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must conduct start-up procedures and undertake pre-operational checks on slaughter floor National Livestock Information System (NLIS) data equipment such as Radio Frequency Information Devices (RFID) readers and NLIS data terminals.

The candidate must:

- perform start-up operations for RFID readers
- perform pre-operational checks
- ensure testing and maintenance regimes
- perform basic trouble shooting on hardware and software
- implement corrective action when hardware or software fails
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs) to interact with people such as maintenance staff, equipment providers, supervisors and other operators to overcome operating problems
- take appropriate steps to minimise workplace health and safety risks

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- NLIS regulatory requirements in relation to abattoirs
- start up procedures on readers and NLIS data terminals
- pre-operational checks on readers and NLIS data terminals
- manufacturer's instructions
- workplace procedures
- routine testing and maintenance requirements
- standard simple trouble shooting on software and hardware

© Commonwealth of Australia, 2025 Skills Insight

- role and responsibilities of regulators, and other bodies such as MLA in relation to NLIS

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3112 Manage NLIS data from RFIDs on the slaughter floor

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to capture National Livestock Identification System (NLIS) data from Radio Frequency Identification Devices (RFIDs), record data and align NLIS details with carcase number.

This unit is used to train slaughter floor operators who undertake the collection of NLIS data on the slaughter floor from RFIDs.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3102 Overview of the NLIS program utilising RFIDs

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Start up readers and computer terminal	1.1 Follow workplace requirements to start up RFID readers and terminals including procedures for boot-up, ensuring main frame connection and log-in 1.2 Trouble shoot any problems with start up 1.3 Obtain kill sheet 1.4 Ensure consumables are available (e.g. carcase tickets)
2. Manage and monitor RFID reading process	2.1 Ensure RFIDs are being read 2.2 Check mobs against the kill sheet to ensure stock is in order, the right numbers, and in the right consignment sequence 2.3 Interpret screens and messages 2.4 Diarise and resolve any issues rapidly 2.5 Immediately implement back-up system if main system appears to be failing or has failed 2.6 Liaise with kill floor supervisor and make corrections for mobs that are out of sequence 2.7 Maintain communication with on-floor staff
3. Take corrective actions when NLIS data is not read	3.1 Respond to non-readers by implementing workplace procedures to manually capture NLIS data 3.2 Implement workplace procedures for missing RFIDs 3.3 Manage multiple NLIS devices by implementing workplace procedures 3.4 Deal with rumen boluses that do not read by implementing workplace procedures
4. Respond to a carcase with an Extended Residue Program (ERP) status	4.1 Follow workplace procedures for dealing with a carcase with an ERP status alert 4.2 Report the status to slaughter floor supervisor 4.3 Implement company's procedures for monitoring and managing stock with a status
5. Follow break and end of shift procedures	5.1 Follow procedures for break and end of shift shut down
6. Validate shift slaughter details	6.1 Liaise with the livestock clerk to validate the slaughter floor data 6.2 Note and explain any differences between the kill sheet and

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	slaughter operations 6.3 Diarise problems and resolve discrepancies of the shift such as missed bodies and animals out of order
7. Implement workplace procedures to deal with a software or hardware failure	7.1 Trouble shoot the problem 7.2 Implement corrective actions e.g. use wand reader if panel reader fails

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3119A Manage NLIS data from RFIDs on the slaughter floor.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3112 Manage NLIS data from RFIDs on the slaughter floor

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must capture National Livestock Identification System (NLIS) data from Radio Frequency Identification Devices (RFIDs), record data and align NLIS details with carcase number.

The candidate must:

- start up readers and computer terminal
- manage and monitor RFID reading process
- operate RFID readers and recorders
- check connection with terminal and server
- monitor RFID reader
- take corrective actions when NLIS data is not read
- respond to a carcase with an ERP status
- follow break and end of shift procedures
- validate shift slaughter details
- implement work place procedures to deal with a software or hardware failure
- read and interpret a kill sheet
- communicate clearly and with relevance to work instructions and Standard Operating Procedures (SOPs) with supervisors, livestock clerks and slaughter floor operators
- generate reports
- perform simple trouble shooting on software and hardware
- take appropriate steps to minimise workplace health and safety risks

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- NLIS regulatory requirements in relation to abattoirs

© Commonwealth of Australia, 2025 Skills Insight

- purpose, nature of and regulations underpinning the use of PICs
- NLIS devices including Radio Frequency Identification Devices (RFIDs) and boluses, and their purpose and function in the cattle NLIS
- status, abbreviations and what they mean, and the required actions to be taken in response
- when and how tail tags are used
- start up procedures
- recognising and interpreting NLIS screens
- ERP status and responses
- corrective actions for non-readers, missing tags, out of order stock, multiple devices, boluses
- relevant work instructions and Standard Operating Procedures (SOPs)
- shut down procedures
- tailtag procedures

Assessment Conditions

Assessment must be completed in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3113 Prepare a kill sheet

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to prepare a kill sheet for a slaughter floor.

This unit is applicable to staff in a processing plant who are responsible for the preparation of a kill sheet which sets the order for processing livestock for a shift.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Review stock arrival documentation	1.1 Check all relevant paperwork has been received, e.g., National Vendor Declarations (NVDs) or Post-Sale Summaries (PSSs)
2. Prepare kill sheet	2.1 Prepare kill sheet according to workplace requirements and livestock advice 2.2 Liaise with livestock staff to determine correct order for stock presentation to slaughter 2.3 Ensure relevant staff receive kill sheet in a timely manner according to work place requirements
3. Make adjustments to the kill sheet throughout the day	3.1 Liaise with slaughter floor staff to ensure kill sheet is modified if stock are presented out of order, e.g. emergency kills 3.2 Modify kill sheet as and when livestock or on-floor issues alter the order or number of stock to be processed 3.3 Ensure relevant staff received modified kill sheets in a timely manner according to work place requirements
4. Identify NLIS requirements that apply to meat processors	4.1 Explain the company's NLIS reporting requirements 4.2 Ensure the kill sheet reconciliations are completed and enable an accurate upload of NLIS data

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3120A Prepare a kill sheet.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3113 Prepare a kill sheet

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must prepare a kill sheet for a slaughter floor.

The candidate must:

- review stock arrival documentation
- prepare kill sheet
- modify a kill sheet to meet changes to production scheduling
- make adjustments to the kill sheet throughout the day
- interpret an abattoir's kill sheet
- reconcile kill sheets at the end of production
- explain the importance of the Property Identification Code (PIC) and NVD
- read and interpret NVDs
- advise livestock and slaughter floor staff of changes in the kill sheet and provide support as required
- communicate relevant to work instructions and Standard Operating Procedures (SOPs) effectively with slaughter floor and livestock supervisors
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and reporting requirements, role in traceability
- NLIS status, abbreviations and what they mean, and the required actions to be taken in response
- regulatory requirements which impact on when stock must be presented for processing
- workplace requirements that impact on the order in which categories of stock are presented
- workplace arrangements for dealing with non-tagged animals
- kill sheet distribution requirements

© Commonwealth of Australia, 2025 Skills Insight

- impact of kill sheet changes on lairage and production staff

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3114 Undertake pre slaughter checks of NVDs and PICs for NLIS for sheep and goats

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to undertake a pre-slaughter check of Post Sale Summaries (PSSs), National Vendor Declarations (NVDs) and Property Identification Codes (PICs) against the mob-based National Livestock Identification System (NLIS) database to verify the PICs and confirm eligibility of stock for slaughter.

These tasks are typically undertaken by a Quality Assurance manager or a livestock clerk reporting to a Quality Assurance manager. The work is undertaken prior to the preparation of a kill sheet to ensure that stock are eligible for slaughter according to regulatory and workplace requirements.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3101 Overview of the NLIS for sheep and goats

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Log-in to NLIS database	1.1 Access NLIS database 1.2 Troubleshoot accessing issues
2. Review NVDs	2.1 Review the NVDs against regulatory, market and workplace requirements
3. Check PICs against the NLIS database	3.1 Enter PICs to be checked against NLIS Database 3.2 Identify any invalid PICs and implement response action according to workplace procedures 3.3 Store records of checks according to workplace requirements
4. Implement response to any stock not eligible for slaughter	4.1 Inform appropriate Quality Assurance, lairage and production staff according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3121A Undertake pre slaughter checks of NVDs and PICs for NLIS for sheep and goats.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3114 Undertake pre slaughter checks of NVDs and PICs for NLIS for sheep and goats

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must undertake a pre-slaughter check of Post Sale Summaries (PSSs), National Vendor Declarations (NVDs) and Property Identification Codes (PICs) against the mob-based National Livestock Identification System (NLIS) database to verify the PICs and confirm eligibility of stock for slaughter.

The candidate must:

- log-in to NLIS data base
- review NVDs
- check PICs against the NLIS data base
- implement response to any stock not eligible for slaughter
- conduct a PIC enquiry on the NLIS data base to check PIC
- store print outs and electronic records according to workplace requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs) to interact with producers, Quality Assurance and production staff
- use negotiation skills to resolve issues such as invalid PICs and NVD issues
- use mathematical skills to verify stock arriving against number listed on NVD/PSS
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- NLIS devices and their purpose and function in the NLIS
- NLIS regulatory requirements in relation to abattoirs
- the purpose and intent of NVDs
- the effect of an Livestock Producer Assurance (LPA) status
- what makes stock ineligible for slaughter

© Commonwealth of Australia, 2025 Skills Insight

- purpose, nature of and regulations underpinning the use of PICs
- status, abbreviations and what they mean, and the required actions to be taken in response
- how to deal with problems of original location

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3115 Undertake pre slaughter checks of NVDs, PICs and RFIDs

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to undertake a pre-slaughter check of National Vendor Declarations (NVDs) and Property Identification Codes (PICs) against the National Livestock Identification System (NLIS) database and where appropriate to identify stock with an actual or potential Extended Residue Program (ERP) status.

These tasks are typically undertaken by a Quality Assurance manager or a livestock clerk reporting to a Quality Assurance manager. The work is undertaken prior to the preparation of a kill sheet to ensure that where appropriate stock that have a potential residue issue are dealt with according to regulatory and workplace requirements.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3102 Overview of the NLIS program utilising RFIDs

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Log-in to NLIS database	1.1 Access NLIS database 1.2 Troubleshoot accessing issues
2. Review NVDs and/or Post-Sale Summary (PSS)	2.1 Review the NVDs against regulatory, market and workplace requirements 2.2 Enter PICs off NVDs into the NLIS Database 2.3 Print NVDs results and store 2.4 Review PSSs for any statuses
3. Check PICs against the NLIS database	3.1 Identify any invalid PICs and implement response action according to workplace procedures 3.2 Identify relevant Early Warning (EW) status 3.3 Identify ERP status 3.4 Identify LPA status 3.5 Verify Life-Time (LT) status where required 3.6 Identify test requirements
4. Implement response to EW or ERP status	4.1 Interpret the requirements for an EW or ERP status 4.2 Inform appropriate Quality Assurance, lairage and production staff according to workplace requirements
5. Review status of cattle on an abattoir's PIC	5.1 Access NLIS database where applicable and review the status of cattle on the abattoir PIC

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3122A Undertake pre slaughter checks of NVDs, PICs and RFIDs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3115 Undertake pre slaughter checks of NVDs, PICs and RFIDs

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must undertake a pre-slaughter check of National Vendor Declarations (NVDs) and Property Identification Codes (PICs) against the National Livestock Identification System (NLIS) database and where appropriate to identify stock with an actual or potential Extended Residue Program (ERP) status.

The candidate must:

- log-in to NLIS database
- review NVDs and/or PSS
- check PICs against the NLIS database
- implement response to EW or ERP status
- review status of cattle on an abattoir's PIC
- interrogate the NLIS database to check PICs, current holdings on abattoir PIC
- store print outs and electronic records according to workplace requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs) to interact with lairage, Quality Assurance and production staff
- use negotiation skills to resolve issues such as problems with original location, incomplete NVDs or Property Identification Codes (PICs)
- use mathematical skills to verify stock arriving against number listed on NVD/PSS
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- NLIS regulatory requirements in relation to abattoirs
- NLIS devices including Radio Frequency Identification Devices (RFIDs) and boluses, and their purpose and function in the NLIS

© Commonwealth of Australia, 2025 Skills Insight

- NLIS Database Helpline contact details
- purpose, nature of and regulations underpinning the use of PICs
- status, abbreviations and what they mean, and the required actions to be taken in response, including:
  - purpose and intent of NVDs
  - effect of an LPA status
  - nature of an Early Warning (EW) status
  - workplace response to an EW status
  - nature of an Extended Residue Program (ERP) status
  - regulatory and workplace response to an ERP status

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3116 Supervise meat packing operation

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to oversee and supervise the packing of meat products in accordance with regulatory, workplace and customer requirements.

This unit is applicable for supervisors and team leaders on slaughter floors (where meat is packed), boning rooms, offal rooms, tripe rooms, pet food premises and food service operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Check and prepare packing area	1.1 Check packing area for hygiene and operational requirements prior to commencing work, in accordance with workplace and regulatory requirements 1.2 Ensure required packaging materials are correctly selected and are in place 1.3 Ensure team members are in allocated positions and prepared
2. Check product instructions and specifications prior to operation	2.1 Ensure product specifications are clearly identified 2.2 Ensure packers are aware of packing specifications
3. Oversee packing process	3.1 Check packaging for defects and take corrective action where necessary 3.2 Monitor production speed and make adjustments where required 3.3 Monitor workplace health and safety requirements and make adjustments where required 3.4 Regularly check packaged product against customer and workplace specifications and take corrective action where necessary 3.5 Regularly check labelling for accuracy and positioning and make adjustments where required 3.6 Ensure out of specification products are handled according to workplace requirements
4. Provide support to team members	4.1 Provide guidance and support to individual team members where necessary 4.2 Monitor speed and accuracy of team members and provide additional guidance and support where necessary 4.3 Ensure new staff receive additional support where required 4.4 Use communication skills to give clear instructions and advice

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3116 Supervise meat packing operation

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must oversee and supervise the packing of meat products in accordance with regulatory, workplace and customer requirements.

The candidate must:

- check and prepare packing area
- perform pre-operational hygiene check
- check product meets specifications prior to packing and take corrective action where necessary
- oversee packing process to ensure process runs smoothly
- oversee hygiene requirements during production and ensure compliance with workplace requirements
- provide support to team members including advice, guidance and additional assistance where required
- ensure packaged product meets customer and workplace specifications
- read and interpret product and packaging specifications and product labels
- ensure team compliance with workplace health and safety requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- monitor quality control

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- labelling systems used in the workplace
- relevant workplace health and safety and regulatory requirements
- the nature and sources of micro, physical and chemical contamination
- hygiene and sanitation requirements of the packaging process
- team member roles and responsibilities

© Commonwealth of Australia, 2025 Skills Insight

- workplace requirements for handling defective packaging, contamination product and out-of-specification product

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3117 Oversee product loadout

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to supervise the loading of meat products onto trucks and/or containers.

This unit is applicable to loading out product from abattoirs, boning rooms, smallgoods plants, wild game depots, game processing plants, food services and wholesaling operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify and check products to be loaded	1.1 Check that identified product has been correctly selected, is complete, and meets workplace requirements and customer specifications 1.2 Check temperature records to ensure that product meets workplace and customer requirements 1.3 Check brands or labels against order 1.4 Ensure packaging is intact 1.5 Ensure re-packs meet company and regulatory requirements 1.6 Check that loadout area and equipment meet workplace health and safety and regulatory requirements 1.7 Check that transportation vehicle or container meets hygiene and sanitation, workplace health and safety and regulatory requirements 1.8 Take corrective action where necessary
2. Monitor loadout process	2.1 Ensure required temperatures are maintained 2.2 Ensure product is loaded according to workplace health and safety, workplace and regulatory requirements 2.3 Check loadout documentation for accuracy and completeness 2.4 Identify and resolve problems to ensure safe and efficient loadout processes are in place and followed 2.5 Meet security requirements for products (e.g. seals on trucks and containers) in accordance with regulatory requirements 2.6 Ensure loadout area is kept clean and tidy and clear of obstructions 2.7 Provide advice and support to team members where necessary

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3117 Oversee product loadout

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must supervise the loading of meat products onto trucks and/or containers.

The candidate must:

- consistently ensure products to be loaded meet workplace and customer specifications
- conduct checks on product, labels, loadout area and transportation vehicles to ensure accuracy, compliance with hygiene and sanitation, workplace health and safety and regulatory requirements
- monitor loadout process to ensure smooth running of process and compliance with workplace requirements
- identify problems and take appropriate corrective action
- oversee re-pack operations
- ensure loadout documentation is accurate and complete
- monitor product security
- provide support to team members where required
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- relevant workplace, health and safety and regulatory requirements
- loadout documentation
- labelling requirements
- problems likely to arise during the loadout process (e.g. weather conditions, dropped product, incorrect labels) and the corrective actions to be taken

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in the loadout area of a registered operating meat processing plant, game depot, food service or wholesaling operation.

Competency must be demonstrated at the normal rate of production.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3118 Monitor pH and temperature decline

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to conduct pH and temperature declines and weekly monitoring, as well as to validate results to ensure conformance to the pH and temperature window.

It is a licence requirement for Meat Standards Australia (MSA) enterprises to achieve the pH and temperature window.

This unit is for Quality Assurance Officers who have responsibility for monitoring pH or temperature window to AUS-MEAT and MSA standards. This unit is suitable for people working in Quality Assurance (QA) or a company grading role.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Explain purpose of pH monitoring	1.1 Explain nature and purpose of pH monitoring 1.2 Explain the impact stress in an animal can have on pH 1.3 Explain the pH/temperature window and its importance to meat quality 1.4 Explain relationship of pH and temperature window to MSA standards (if applicable) 1.5 Explain the concepts of hot and cold shortening and the impact on meat quality 1.6 Describe corrective actions which can be taken if window performance is not achieved 1.7 Describe the process for pH and temperature monitoring 1.8 Explain hygiene and sanitation, contamination, and workplace health and safety considerations associated with pH and temperature decline monitoring
2. Conduct monitoring of the pH or temperature window	2.1 Demonstrate correct technique for pH and temperature measurement according to workplace requirements 2.2 Collect necessary information for validating monitoring 2.3 Collect valid and sufficient readings 2.4 Record and report results

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3118 Monitor pH and temperature decline

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must conduct pH and temperature declines and weekly monitoring, as well as validate results to ensure conformance to the pH and temperature window.

The candidate must:

- collect information on live animals to be used in pH and temperature monitoring
- conduct monthly and weekly monitoring of the pH and temperature window
- consistently collect valid information and readings
- observe, time and follow carcases through the slaughter floor recording the following:
  - carcase information
  - chiller number
  - immobiliser information (if applicable)
  - rigidity probe information (if applicable)
  - stimulation information (if applicable)
  - time into the chiller
  - time stunned
- analyse results to verify conformance
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- identify and apply relevant workplace health and safety, regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the scope and nature of MSA standards
- how electrical stimulation impacts on pH decline
- impact chilling factors have on the rate of pH and temperature decline
- how the time it takes a carcase to reach the chiller can impact on the rate of pH decline

© Commonwealth of Australia, 2025 Skills Insight

- pH and temperature window
- how cold shortening occurs and the characteristics of cold shortened product
- how heat shortening occurs and the characteristics of heat shortened product
- how other electrical inputs can impact on the rate of pH decline
- the impact the temperature of the slaughter floor can have on the rate of the pH and temperature decline
- what glycogen is and the relationship between stress and pH
- what pH is and why pH is important for eating quality

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

The application of competency is to be assessed in the workplace. Assessment is to occur under standard and authorised work practices, safety requirements and regulatory requirements.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3119 Apply food animal anatomy and physiology to inspection processes

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to apply knowledge of the anatomy and physiology of food animals in recognition of diseases and undertaking meat inspection procedures.

This unit is suitable for students undertaking meat safety (inspection) training and is a prerequisite for the post mortem inspection units in the Australian Meat Industry Training Package.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Describe the physiology and anatomy of food animals as they relate to meat inspection	1.1 Describe the cells, body tissue and general body plan of food animals 1.2 Describe the skeletal and muscular system of food animals 1.3 Explain the blood and circulatory system 1.4 Explain and describe the lymphatic system of food animals 1.5 Describe the respiratory system 1.6 Describe the digestive system 1.7 Describe the excretory system 1.8 Describe the reproductive system 1.9 Describe the nervous system 1.10 Explain the function of skin and the endocrine glands
2. Describe the nature, signs and causes of pathology in food animals	2.1 Identify the nature, signs and causes of inflammation 2.2 Identify the nature and causes of physical abnormalities 2.3 Describe the nature and causes of neoplasms 2.4 Describe the ways in which food animals can be poisoned and the signs of poisoning 2.5 Describe the common microbiological diseases found in food animals 2.6 Describe the nature, life cycle and signs of common parasitic diseases in food animals
3. Apply knowledge of anatomy and physiology to the interpretation of post mortem procedures	3.1 Identify the physiological and anatomical features required to be inspected in the Australian Standard for the major food species 3.2 Identify abnormalities that may impact on food safety and wholesomeness of meat

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3119 Apply food animal anatomy and physiology to inspection processes

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must be able to apply knowledge of food animal anatomy and physiology at a production speed when conducting inspections.

The candidate must:

- identify the major elements of the skeletal and muscular system of a food animal species
- identify the major lymph nodes on a food animal species
- identify the major elements of the respiratory system of food animal species
- identify the major elements of the digestive and excretory system of food animals
- identify the major elements of the reproductive system of food animals
- identify signs of inflammation
- apply knowledge of the anatomy and physiology of food animals when interpreting post mortem inspection requirements as set out in the Australian Standard, importing country requirements, work instructions and Standard Operating Procedures
- interpret the impact of diseases and conditions on the wholesomeness of meat

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the skeletal and muscular system of food animals
- the lymph nodes on a food animal
- the respiratory system of food animals
- the digestive and excretory system of food animals
- the cells, body tissue and general body plan of food animals
- the excretory system of food animals
- the reproductive system of food animals
- the nervous system of food animals
- the function of skin and the endocrine glands
- the function of blood and circulatory system

© Commonwealth of Australia, 2025 Skills Insight

- the function of lymphatic system of food animals
- the nature, signs and causes of inflammation
- the nature and causes of physical abnormalities
- the nature and causes of neoplasms
- the signs and causes of poisoning in animals
- the common microbiological diseases in food animals
- the nature, life cycle and signs of common parasitic diseases in food animals

Assessment Conditions

Competency must be demonstrated on the actual carcase and viscera of at least one species of food animal as well as models or diagrams of the other food animal species.

Assessment may occur in the work place or in a suitable teaching environment for the handling of carcases and viscera.

A minimum of three different forms of assessment must be used. These should include:

- a written examination of knowledge
- physical demonstration of the ability to identify physiological and anatomical features of an actual carcase and viscera for one species
- identification of physiological and anatomical features on other species from images and diagrams

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3120 Perform ante and post-mortem inspection - Ovine and Caprine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform ante-mortem and post mortem inspection duties on lambs, sheep and/or goats in an abattoir in accordance with the Australian Standard.

This unit is applicable to those who seek employment and registration as a meat inspector in either the domestic or export processing sectors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen Knives

AMPA3002 Handle animals humanely while conducting ante-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify breeds and types of sheep and/or goats and describe market requirements	1.1 Identify major breeds of commonly slaughtered sheep or goats 1.2 Identify distinguishing features of major breeds 1.3 Describe market requirements for sheep or goats
2. Identify the main reasons for ante-mortem inspection	2.1 Explain reasons for ante-mortem inspection 2.2 Identify regulatory requirements associated with ante-mortem inspection
3. Perform ante-mortem inspection on lambs or sheep or goats	3.1 Identify and explain procedures and principles of humane handling of lambs, sheep or goats 3.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 3.3 Identify procedures for humane destruction 3.4 Identify procedures for emergency and suspect slaughter 3.5 Perform ante-mortem inspection on lambs or sheep according to relevant workplace health and safety and regulatory requirements 3.6 Identify Quality Assurance aspects of ante-mortem inspection
4. Make disposition as a result of inspection and take appropriate action	4.1 Identify and describe common diseases and conditions responsible for abnormalities in lamb, sheep or goats 4.2 Segregate suspect stock according to regulatory and workplace requirements 4.3 Identify signs of emergency or notifiable diseases 4.4 Describe emergency or notifiable disease procedures as set out in the relevant regulations
5. Identify base anatomical structure systems of sheep and or goats	5.1 Identify organs of ovine/caprine species 5.2 Identify and explain lymphatic, circulatory, digestive, urinary, nervous and respiratory systems 5.3 Identify basic skeletal structure of ovine/caprine species
6. Identify the main reasons for post-mortem inspection	6.1 Identify reasons for post-mortem inspection 6.2 Identify regulatory requirements associated with post-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
7. Perform post-mortem inspection of ovine/caprine species	7.1 Follow procedures for post-mortem inspection 7.2 Identify and detect abnormalities 7.3 Perform post-mortem inspection on at least one species (ovine or caprine) in accordance with regulatory requirements, hygiene and sanitation requirements and workplace health and safety requirements, in a work environment and under normal production conditions 7.4 Identify Quality Assurance (QA) issues of post-mortem inspection
8. Make disposition	8.1 Identify, detect and document common diseases and conditions responsible for abnormalities for at least one species 8.2 Identify and explain symptoms of emergency diseases
9. Treat affected carcase appropriately	9.1 Treat carcase in accordance with regulatory, hygiene and sanitation, and workplace health and safety requirements 9.2 Demonstrate anatomical knowledge of carcase in the disposition process
10. Monitor stunning and slaughter of animals	10.1 Identify requirements for effective stunning and slaughter 10.2 Check that animals are stunned and bled according to workplace and regulatory requirements 10.3 Ensure corrective action is taken in the event of ineffective stunning or bleeding
11. Describe the procedures followed for retained carcase on the slaughter floor	11.1 Identify and describe procedures for retained carcase as set out workplace and regulatory requirements
12. Identify and use Personal Protective Equipment (PPE) required to perform post-mortem inspection	12.1 Identify and describe equipment for post-mortem inspection 12.2 Use equipment in accordance with QA and workplace requirements 12.3 Use, maintain and store PPE to workplace health and safety requirements
13. Take pathological and residue samples to assist in determining disposition	13.1 Identify lesions and tissues necessary for determining dispositions 13.2 Collect and submit specimens according to workplace procedures 13.3 Interpret results 13.4 Retain carcases awaiting results according to workplace procedures

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3120 Perform ante and post-mortem inspection - Ovine and Caprine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must perform the ante-mortem and post-mortem inspection of lambs, sheep and or goats to Australian Standards and other relevant regulatory requirements in a workplace environment under normal operating conditions.

The candidate must:

- perform ante-mortem inspection in accordance with the Australian Standard and where relevant other importing country requirements
- describe principles and procedures for humane handling
- identify common diseases and conditions found at ante-mortem
- describe symptoms of emergency or notifiable diseases
- make correct dispositions for the emergency, notifiable and common diseases and conditions found at ante mortem in accordance with the Australian Standard
- segregate suspect animals in accordance with the Australian Standard and/or importing country requirements
- identify the steps and procedures for humane destruction, emergency and suspect kills
- identify the organs, skeletal structure and elements of the lymphatic, circulatory, digestive, urinary, nervous and respiratory systems relevant to meat inspection duties
- perform post-mortem inspection in accordance with the Australian Standard and, where relevant, other importing country requirements
- identify common diseases and conditions found at post-mortem
- describe the symptoms of emergency and notifiable diseases found at post mortem
- make correct dispositions for the common, emergency and notifiable diseases and conditions in accordance with the Australian Standard
- treat carcases and offal in accordance with the Australian Standard and/or importing country requirements
- monitor restraint, stunning and bleeding in order to detect, assess and report animal welfare issues
- take and dispatch samples for mandated testing

© Commonwealth of Australia, 2025 Skills Insight

- treat carcases being held for test results in accordance with regulatory or importing country requirements
- perform inspection duties in accordance with workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the physiology and anatomy of lambs, sheep and or goats
- the Australian Standard procedures for the ante and post mortem inspection of lambs, sheep and or goats
- additional inspection procedures relevant to the plant where assessment of the trainee is taking place
- humane and efficient slaughtering techniques including restraint, stunning and bleeding
- procedures for retaining carcases
- carcase sampling and testing
- workplace health and safety hazards and workplace requirements
- role of equipment for meeting hygiene and sanitation and workplace requirements
- correct technique for incision of parts and organs
- procedures for disposal of condemned carcase
- procedures for identifying, collecting and submitting specimens
- segregation requirements for suspect animals
- steps and procedures for humane destruction, emergency and suspect kills
- steps in ante-mortem inspection and recognise abnormal conditions
- symptoms of common diseases and conditions
- symptoms of major emergency or notifiable diseases
- regulatory requirements associated with emergency or notifiable diseases
- the relevant registration processes and procedures for meat inspectors at their specific plant

Assessment Conditions

Assessment of ante and post mortem inspection must be conducted in a slaughtering establishment and assessment of post mortem inspection must be at chain speed.

As a minimum, assessment must consist of the following three forms of assessment:

- a workplace referee report which documents at least 10 practice ante-mortem inspections and 100 hours of post-mortem inspection practice on the chain under the supervision of a qualified meat inspector or on plant veterinary officer (note that this may be reduced to 50 hours if this is the second post-mortem inspection unit selected). The candidate must diarise the practice including the number of livestock / carcases inspected and conditions detected and this has to be verified by a workplace supervisor or mentor
- knowledge test which must include an assessment of the candidates knowledge of common diseases and conditions as well as emergency and notifiable diseases

© Commonwealth of Australia, 2025 Skills Insight

- on-the-job assessment with assessor observation

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3121 Perform ante and post-mortem inspection - Bovine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform ante-mortem and post mortem inspection duties on calves, steers, cows or bulls in an abattoir processing cattle and/or Asian buffalo in accordance with the Australian Standard.

This unit is applicable to those who seek employment and registration as a meat inspector in either the domestic or export processing sectors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen Knives

AMPA3002 Handle animals humanely while conducting ante-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify breeds and types of cattle and describe market requirements	1.1 Identify major breeds of commonly slaughtered cattle 1.2 Identify distinguishing features of major breeds 1.3 Describe market requirements for cattle
2. Identify the main reasons for ante-mortem inspection	2.1 Explain reasons for ante-mortem inspection 2.2 Identify regulatory requirements associated with ante-mortem inspection
3. Perform ante-mortem inspection on cattle and/or buffalo	3.1 Identify and explain procedures and principles of humane handling of cattle and/or buffalo 3.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 3.3 Identify procedures for humane destruction 3.4 Identify procedures for emergency and suspect slaughter 3.5 Perform ante-mortem inspection on cattle and/or buffalo according to relevant workplace health and safety and regulatory requirements 3.6 Identify Quality Assurance aspects of ante-mortem inspection
4. Make disposition as a result of inspection and take appropriate action	4.1 Identify and describe common diseases and conditions responsible for abnormalities in cattle and/or buffalo 4.2 Segregate suspect stock according to regulatory and workplace requirements 4.3 Identify signs of emergency or notifiable diseases that could be seen at ante-mortem 4.4 Describe emergency or notifiable disease procedures as set out in the relevant regulations
5. Identify base anatomical structure systems of cattle or buffalo	5.1 Identify organs of cattle and/or buffalo 5.2 Identify and explain lymphatic, circulatory, digestive, urinary, nervous and respiratory systems 5.3 Identify basic skeletal structure of cattle and/or buffalo
6. Identify the main reasons for post-mortem inspection	6.1 Identify reasons for post-mortem inspection. 6.2 Identify regulatory requirements associated with post-mortem inspection.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
7. Perform post-mortem inspection of cattle or buffalo	7.1 Follow procedures for post-mortem inspection 7.2 Identify and detect abnormalities 7.3 Perform post-mortem inspection on at least one species (cattle or buffalo) in accordance with regulatory requirements, hygiene and sanitation requirements and workplace health and safety requirements, in a work environment and under normal production conditions 7.4 Identify Quality Assurance (QA) issues of post-mortem inspection
8. Make disposition	8.1 Detect and identify common diseases and conditions responsible for abnormalities for at least one species (cattle or buffalo) 8.2 Identify and explain symptoms of major emergency diseases
9. Treat affected carcase appropriately	9.1 Treat carcase in accordance with regulatory, hygiene and sanitation, and workplace health and safety requirements 9.2 Demonstrate anatomical knowledge of carcase in the disposition process
10. Monitor stunning and slaughter of animals	10.1 Identify requirements for effective stunning and slaughter 10.2 Ensure animals are stunned and bled according to workplace and regulatory requirements 10.3 Take corrective action in the event of ineffective stunning or bleeding
11. Describe the procedures followed for retained carcase on the slaughter floor	11.1 Identify and describe procedures for retained carcase in accordance with workplace and regulatory requirements
12. Identify and use Personal Protective Equipment (PPE) required to perform post-mortem inspection	12.1 Identify and explain the purpose of the PPE required for post-mortem inspection 12.2 Use equipment in accordance with QA and workplace requirements 12.3 Use, maintain and store Personal Protective Equipment (PPE) in accordance with workplace health and safety requirements
13. Take pathological and residue samples to assist in determining disposition	13.1 Identify lesions and tissues necessary for determining dispositions 13.2 Collect and submit specimens according to workplace procedures 13.3 Interpret results 13.4 Retain carcases awaiting results according to workplace procedures

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3121 Perform ante and post-mortem inspection - Bovine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must perform the ante-mortem and post-mortem inspection of cattle and/or buffalo to Australian Standards and other relevant regulatory requirements in a workplace environment under normal operating conditions.

The candidate must:

- perform ante-mortem inspection in accordance with the Australian Standard and where relevant other importing country requirements
- describe principles and procedures for humane handling
- identify common diseases and conditions found at ante-mortem
- describe symptoms of emergency or notifiable diseases
- make correct dispositions for the emergency, notifiable and common diseases and conditions found at ante mortem in accordance with the Australian Standard
- segregate suspect animals in accordance with the Australian Standard and / or importing country requirements
- identify the steps and procedures for humane destruction, emergency and suspect kills
- identify the organs, skeletal structure and elements of the lymphatic, circulatory, digestive, urinary, nervous and respiratory systems relevant to meat inspection duties
- perform post-mortem inspection in accordance with the Australian Standard and, where relevant, other importing country requirements
- identify common diseases and conditions found at post-mortem
- describe the symptoms of emergency and notifiable diseases found at post mortem
- make correct dispositions for the common, emergency and notifiable diseases and conditions in accordance with the Australian Standard
- treat carcases and offal in accordance with the Australian Standard and/or importing country requirements
- monitor restraint, stunning and bleeding in order to detect, assess and report animal welfare issues
- take and dispatch samples for mandated testing

© Commonwealth of Australia, 2025 Skills Insight

- treat carcases being held for test results in accordance with regulatory or importing country requirements
- perform inspection duties in accordance with workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the physiology and anatomy of cattle and/or buffalo
- the Australian Standard procedures for the ante and post mortem inspection of cattle and/or buffalo
- additional inspection procedures relevant to the plant where assessment of the trainee is taking place
- humane and efficient slaughtering techniques including restraint, stunning and bleeding
- procedures for retaining carcases
- carcase sampling and testing
- workplace health and safety hazards and workplace requirements
- role of equipment for meeting hygiene and sanitation and workplace requirements
- correct technique for incision of parts and organs
- procedures for disposal of condemned carcase
- procedures for identifying, collecting and submitting specimens
- segregation requirements for suspect animals
- steps and procedures for humane destruction, emergency and suspect kills
- steps in ante-mortem inspection and recognise abnormal conditions
- symptoms of common diseases and conditions
- symptoms of major emergency or notifiable diseases
- regulatory requirements associated with emergency or notifiable diseases
- the relevant registration processes and procedures for meat inspectors at their specific plant

Assessment Conditions

Assessment of ante and post mortem inspection must be conducted in a slaughtering establishment and assessment of post mortem inspection must be at chain speed.

As a minimum, assessment must consist of the following three forms of assessment:

- a workplace referee report which documents at least 10 practice ante-mortem inspections and 100 hours of post-mortem inspection practice on the chain under the supervision of a qualified meat inspector or on plant veterinary officer (note that this may be reduced to 50 hours if this is the second post-mortem inspection unit selected). The candidate must diarise the practice including the number of livestock / carcases inspected and conditions detected and this has to be verified by a workplace supervisor or mentor
- knowledge test which must include an assessment of the candidates knowledge of common diseases and conditions as well as emergency and notifiable diseases

© Commonwealth of Australia, 2025 Skills Insight

- on-the-job assessment with assessor observation

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3122 Perform ante and post-mortem inspection - Porcine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform ante-mortem and post-mortem inspection duties on pigs in an abattoir processing in accordance with the Australian Standard.

This unit is applicable to those who will seek employment and registration as a meat inspector in either the domestic or export processing sectors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen Knives

AMPA3002 Handle animals humanely while conducting ante-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify breeds and types of pig and describe market requirements	1.1 Identify major breeds of commonly slaughtered pigs 1.2 Identify distinguishing features of major breeds 1.3 Describe market requirements for pigs
2. Identify the main reasons for ante-mortem inspection	2.1 Explain reasons for ante-mortem inspection 2.2 Identify regulatory requirements associated with ante-mortem inspection
3. Perform ante-mortem inspection on pigs	3.1 Identify and explain procedures and principles of humane handling of pigs 3.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 3.3 Identify procedures for humane destruction 3.4 Identify procedures for emergency and suspect slaughter 3.5 Perform ante-mortem inspection on pigs according to relevant workplace health and safety and regulatory requirements 3.6 Identify Quality Assurance aspects of ante-mortem inspection
4. Make disposition as a result of inspection and take appropriate action	4.1 Identify and document common diseases and conditions responsible for abnormalities in pigs 4.2 Segregate suspect stock according to regulatory and workplace requirements 4.3 Identify signs of emergency or notifiable diseases that could be seen at ante-mortem 4.4 Describe emergency or notifiable disease procedures as set out in the relevant regulations
5. Identify base anatomical structure systems of pigs	5.1 Identify organs of pigs 5.2 Identify and explain lymphatic, circulatory, digestive, urinary, nervous and respiratory systems 5.3 Identify basic skeletal structure of pigs
6. Identify the main reasons for post-mortem inspection	6.1 Identify reasons for post-mortem inspection 6.2 Identify regulatory requirements associated with post-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
7. Perform post-mortem inspection of pigs	7.1 Follow procedures for post-mortem inspection 7.2 Identify and detect abnormalities 7.3 Perform post-mortem inspection on pigs in accordance with regulatory requirements, hygiene and sanitation requirements and workplace health and safety requirements, in a work environment and under normal production conditions 7.4 Identify Quality Assurance (QA) issues of post-mortem inspection
8. Make disposition	8.1 Detect and identify common diseases and conditions responsible for abnormalities for pigs 8.2 Identify and explain symptoms of major emergency diseases
9. Treat affected carcase appropriately	9.1 Treat carcase in accordance with regulatory, hygiene and sanitation, and workplace health and safety requirements 9.2 Demonstrate anatomical knowledge of carcase in the disposition process
10. Monitor stunning and slaughter of animals	10.1 Identify requirements for effective stunning and slaughter 10.2 Ensure animals are stunned and bled according to workplace and regulatory requirements 10.3 Take corrective action in the event of ineffective stunning or bleeding
11. Describe the procedures followed for retained carcase on the slaughter floor	11.1 Identify and describe procedures for retained carcase in accordance with workplace and regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
12. Identify and use Personal Protective Equipment (PPE) required to perform post-mortem inspection	12.1 Identify and explain the purpose of the PPE required for post-mortem inspection 12.2 Use equipment in accordance with QA and workplace requirements 12.3 Use, maintain and store Personal Protective Equipment (PPE) in accordance with workplace health and safety requirements
13. Take pathological and residue samples to assist in determining disposition	13.1 Identify lesions and tissues necessary for determining dispositions 13.2 Collect and submit specimens according to workplace procedures 13.3 Interpret results 13.4 Retain carcases awaiting results according to workplace procedures

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3122 Perform ante and post-mortem inspection - Porcine

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must perform ante-mortem and post-mortem inspection of pigs to Australian Standards and other relevant regulatory requirements in a workplace environment under normal operating conditions.

The candidate must:

- perform ante-mortem inspection in accordance with the Australian Standard and where relevant other importing country requirements
- describe principles and procedures for humane handling
- identify common diseases and conditions found at ante-mortem
- describe symptoms of emergency or notifiable diseases
- make correct dispositions for the emergency, notifiable and common diseases and conditions found at ante mortem in accordance with the Australian Standard
- segregate suspect animals in accordance with the Australian Standard and / or importing country requirements
- identify the steps and procedures for humane destruction, emergency and suspect kills
- identify the organs, skeletal structure and elements of the lymphatic, circulatory, digestive, urinary, nervous and respiratory systems relevant to meat inspection duties
- perform post-mortem inspection in accordance with the Australian Standard and, where relevant, other importing country requirements
- identify common diseases and conditions found at post-mortem
- describe the symptoms of emergency and notifiable diseases found at post mortem
- make correct dispositions for the common, emergency and notifiable diseases and conditions in accordance with the Australian Standard
- treat carcases and offal in accordance with the Australian Standard and/or importing country requirements
- monitor restraint, stunning and bleeding in order to detect, assess and report animal welfare issues
- take and dispatch samples for mandated testing

© Commonwealth of Australia, 2025 Skills Insight

- treat carcases being held for test results in accordance with regulatory or importing country requirements
- perform inspection duties in accordance with workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the physiology and anatomy of pigs
- the Australian Standard procedures for the ante and post mortem inspection of pigs
- additional inspection procedures relevant to the plant where assessment of the trainee is taking place
- humane and efficient slaughtering techniques including restraint, stunning and bleeding
- procedures for retaining carcases
- carcase sampling and testing
- workplace health and safety hazards and workplace requirements
- role of equipment for meeting hygiene and sanitation and workplace requirements
- correct technique for incision of parts and organs
- procedures for disposal of condemned carcase
- procedures for identifying, collecting and submitting specimens
- segregation requirements for suspect animals
- steps and procedures for humane destruction, emergency and suspect kills
- steps in ante-mortem inspection and recognise abnormal conditions
- symptoms of common diseases and conditions
- symptoms of major emergency or notifiable diseases
- regulatory requirements associated with emergency or notifiable diseases
- the relevant registration processes and procedures for meat inspectors at their specific plant

Assessment Conditions

Assessment of ante and post mortem inspection must be conducted in a slaughtering establishment and assessment of post mortem inspection must be at chain speed.

As a minimum, assessment must consist of the following three forms of assessment:

- a workplace referee report which documents at least 10 practice ante-mortem inspections and 100 hours of post-mortem inspection practice on the chain under the supervision of a qualified meat inspector or on plant veterinary officer (note that this may be reduced to 50 hours if this is the second post-mortem inspection unit selected). The candidate must diarise the practice including the number of livestock / carcases inspected and conditions detected and this has to be verified by a workplace supervisor or mentor
- knowledge test which must include an assessment of the candidates knowledge of common diseases and conditions as well as emergency and notifiable diseases
- on-the-job assessment with assessor observation

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3123 Perform ante and post-mortem inspection - Poultry

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform ante-mortem and post-mortem inspection duties on poultry in a slaughtering establishment processing in accordance with the Australian Standard.

This unit is applicable to those who will seek employment and registration as a meat inspector in either the domestic or export processing sectors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen Knives

AMPA3002 Handle animals humanely while conducting ante-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify breeds and types of poultry and describe market requirements	1.1 Identify major breeds of commonly slaughtered poultry 1.2 Identify distinguishing features of major breeds 1.3 Describe market requirements for poultry
2. Identify the main reasons for ante-mortem inspection	2.1 Explain reasons for ante-mortem inspection 2.2 Identify regulatory requirements associated with ante-mortem inspection
3. Perform ante-mortem inspection on poultry	3.1 Identify procedures and principles of humane handling of animals 3.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 3.3 Describe the symptoms of the major emergency diseases 3.4 Identify reporting procedures for emergency diseases 3.5 Segregate suspect stock according to regulatory and workplace requirements 3.6 Ante-mortem inspection is performed according to relevant workplace health and safety, workplace and regulatory requirements 3.7 Quality Assurance aspects of ante-mortem inspection are identified
4. Make disposition as a result of inspection and take appropriate action	4.1 Identify and describe common diseases and conditions responsible for abnormalities in poultry 4.2 Segregate suspect stock according to regulatory and workplace requirements 4.3 Identify signs of emergency or notifiable diseases that could be seen at ante-mortem 4.4 Describe emergency or notifiable disease procedures as set out in the relevant regulations
5. Identify base anatomical structure systems of poultry	5.1 Identify organs of poultry 5.2 Identify and explain lymphatic, circulatory, digestive, urinary, and nervous and respiratory systems 5.3 Identify basic skeletal structure of poultry
6. Identify the main	6.1 Identify reasons for post-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
reasons for post-mortem inspection	6.2 Identify regulatory requirements associated with post-mortem inspection
7. Perform post-mortem inspection of poultry	7.1 Follow procedures for post-mortem inspection 7.2 Identify and detect abnormalities 7.3 Perform post-mortem inspection of poultry in accordance with regulatory requirements, hygiene and sanitation requirements and workplace health and safety requirements, in a work environment and under normal production conditions 7.4 Identify Quality Assurance (QA) issues of post-mortem inspection
8. Make disposition	8.1 Detect and identify common diseases and conditions responsible for abnormalities in poultry 8.2 Identify and explain symptoms of major emergency diseases
9. Treat affected carcase appropriately	9.1 Treat carcase in accordance with regulatory, hygiene and sanitation, and workplace health and safety requirements 9.2 Demonstrate anatomical knowledge of carcase in the disposition process
10. Monitor stunning and slaughter of animals	10.1 Identify requirements for effective stunning and slaughter 10.2 Ensure animals are stunned and bled according to workplace and regulatory requirements 10.3 Take corrective action in the event of ineffective stunning or bleeding
11. Describe the procedures followed for retained carcase on the slaughter floor	11.1 Identify and describe procedures for retained carcase in accordance with workplace and regulatory requirements
12. Identify and use Personal Protective Equipment (PPE) required to perform post-mortem inspection	12.1 Identify and explain the purpose of the PPE required for post-mortem inspection 12.2 Use equipment in accordance with QA and workplace requirements 12.3 Use, maintain and store Personal Protective Equipment (PPE) in accordance with workplace health and safety requirements
13. Take pathological and residue samples to assist in determining disposition	13.1 Identify lesions and tissues necessary for determining dispositions 13.2 Collect and submit specimens according to workplace procedures 13.3 Interpret results 13.4 Retain carcases awaiting results according to workplace procedures

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

Equivalent to MTMP412A - Inspect Poultry.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3123 Perform ante and post-mortem inspection - Poultry

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must perform the ante-mortem and post-mortem inspection of poultry to Australian Standards and other relevant regulatory requirements in a workplace environment under normal operating conditions.

The candidate must:

- perform ante-mortem inspection in accordance with the Australian Standard and where relevant other importing country requirements
- describe principles and procedures for humane handling
- identify common diseases and conditions found at ante-mortem
- describe symptoms of emergency or notifiable diseases
- make correct dispositions for the emergency, notifiable and common diseases and conditions found at ante mortem in accordance with the Australian Standard
- segregate suspect animals in accordance with the Australian Standard and / or importing country requirements
- identify the steps and procedures for humane destruction, emergency and suspect kills
- identify the organs, skeletal structure and elements of the lymphatic, circulatory, digestive, urinary, nervous and respiratory systems relevant to meat inspection duties
- perform post-mortem inspection in accordance with the Australian Standard and, where relevant, other importing country requirements
- identify common diseases and conditions found at post-mortem
- describe the symptoms of emergency and notifiable diseases found at post mortem
- make correct dispositions for the common, emergency and notifiable diseases and conditions in accordance with the Australian Standard
- treat carcases and offal in accordance with the Australian Standard and/or importing country requirements
- monitor restraint, stunning and bleeding in order to detect, assess and report animal welfare issues
- take and dispatch samples for mandated testing

© Commonwealth of Australia, 2025 Skills Insight

- treat carcases being held for test results in accordance with regulatory or importing country requirements
- perform inspection duties in accordance with workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the physiology and anatomy of poultry
- the Australian Standard procedures for the ante and post mortem inspection of poultry
- additional inspection procedures relevant to the plant where assessment of the trainee is taking place
- humane and efficient slaughtering techniques including restraint, stunning and bleeding
- procedures for retaining carcases
- carcase sampling and testing
- workplace health and safety hazards and work place requirements
- role of equipment for meeting hygiene and sanitation and workplace requirements
- correct technique for incision of parts and organs
- procedures for disposal of condemned carcase
- procedures for identifying, collecting and submitting specimens
- segregation requirements for suspect animals
- steps and procedures for humane destruction, emergency and suspect kills
- steps in ante-mortem inspection and recognise abnormal conditions
- symptoms of common diseases and conditions
- symptoms of major emergency or notifiable diseases
- regulatory requirements associated with emergency or notifiable diseases
- the relevant registration processes and procedures for meat inspectors at their specific plant

Assessment Conditions

Assessment of ante and post mortem inspection must be conducted in a slaughtering establishment and assessment of post mortem inspection must be at chain speed.

As a minimum, assessment must consist of the following three forms of assessment:

- a workplace referee report which documents at least 10 practice ante-mortem inspections and 100 hours of post-mortem inspection practice on the chain under the supervision of a qualified meat inspector or on plant veterinary officer (note that this may be reduced to 50 hours if this is the second post-mortem inspection unit selected). The candidate must diarise the practice including the number of livestock / carcases inspected and conditions detected and this has to be verified by a workplace supervisor or mentor
- knowledge test which must include an assessment of the candidates knowledge of common diseases and conditions as well as emergency and notifiable diseases
- on-the-job assessment with assessor observation

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3124 Perform ante and post-mortem inspection - Ratites

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform ante-mortem and post-mortem inspection duties on ratites (emus and ostriches) in a slaughtering establishment processing in accordance with the Australian Standard.

This unit is applicable to those who will seek employment and registration as a meat inspector in either the domestic or export processing sectors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen Knives

AMPA3002 Handle animals humanely while conducting ante-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify species and types of ratite and describe market requirements	1.1 Identify species of commonly slaughtered ratites 1.2 Identify distinguishing features of species 1.3 Describe market requirements for ratites
2. Identify the main reasons for ante-mortem inspection	2.1 Explain reasons for ante-mortem inspection 2.2 Identify regulatory requirements associated with ante-mortem inspection
3. Perform ante-mortem inspection on ratites	3.1 Identify and explain procedures and principles of humane handling of ratites 3.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 3.3 Identify procedures for humane destruction 3.4 Identify procedures for emergency and suspect slaughter 3.5 Perform ante-mortem inspection on ratites according to relevant workplace health and safety and regulatory requirements 3.6 Identify Quality Assurance aspects of ante-mortem inspection
4. Make disposition as a result of inspection and take appropriate action	4.1 Identify and describe common diseases and conditions responsible for abnormalities in ratites 4.2 Segregate suspect stock according to regulatory and workplace requirements 4.3 Identify signs of emergency or notifiable diseases that could be seen at ante-mortem 4.4 Describe emergency or notifiable disease procedures as set out in the relevant regulations
5. Identify base anatomical structure systems of ratites	5.1 Identify organs of ratites 5.2 Identify and explain lymphatic, circulatory, digestive, urinary, nervous and respiratory systems 5.3 Identify basic skeletal structure of ratites
6. Identify the main reasons for ante-mortem inspection	6.1 Identify the main reasons for ante-mortem inspection 6.2 Identify regulatory requirements associated with ante-mortem inspection
7. Perform ante-mortem	7.1 Identify procedures and principles of humane handling of

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
inspection on ratites and make disposition	animals 7.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 7.3 Describe the symptoms of the major emergency diseases 7.4 Identify reporting procedures for emergency diseases 7.5 Segregate suspect birds according to regulatory and workplace requirements 7.6 Ante-mortem inspection is performed according to relevant workplace health and safety, workplace and regulatory requirements 7.7 Identify Quality Assurance aspects of ante-mortem inspection
8. Identify and isolate animals requiring testing	8.1 Identify reasons for testing 8.2 Procedures for identifying and isolating animals for testing are followed
9. Identify the main reasons for post-mortem inspection	9.1 Identify reasons for post-mortem inspection 9.2 Identify regulatory requirements associated with post-mortem inspection
10. Perform post-mortem inspection of ratites	10.1 Follow procedures for post-mortem inspection 10.2 Identify and detect abnormalities 10.3 Perform post-mortem inspection of ratites in accordance with regulatory requirements, hygiene and sanitation requirements and workplace health and safety requirements, in a work environment and under normal production conditions 10.4 Identify Quality Assurance (QA) issues of post-mortem inspection
11. Make disposition	11.1 Detect and identify common diseases and conditions responsible for abnormalities in ratites 11.2 Identify and explain symptoms of major emergency diseases 11.3 Make disposition in accordance with the Australian Standard or any relevant importing country requirement
12. Treat affected carcase appropriately	12.1 Treat carcase in accordance with regulatory, hygiene and sanitation, and workplace health and safety requirements 12.2 Demonstrate anatomical knowledge of carcase in the disposition process
13. Monitor stunning and slaughter of animals	13.1 Identify requirements for effective stunning and slaughter 13.2 Ensure animals are stunned and bled according to workplace and regulatory requirements 13.3 Take corrective action in the event of ineffective stunning

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	or bleeding
14. Describe the procedures followed for retained carcase on the slaughter floor	14.1 Identify and describe procedures for retained carcase in accordance with workplace and regulatory requirements
15. Identify and use Personal Protective Equipment (PPE) required to perform post-mortem inspection	15.1 Identify and explain the purpose of the PPE required for post-mortem inspection 15.2 Use equipment in accordance with QA and workplace requirements 15.3 Use, maintain and store Personal Protective Equipment (PPE) in accordance with workplace health and safety requirements
16. Take pathological and residue samples to assist in determining disposition	16.1 Identify lesions and tissues necessary for determining dispositions 16.2 Collect and submit specimens according to workplace procedures 16.3 Retain carcases awaiting results according to workplace procedures 16.4 Interpret results

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3124 Perform ante and post-mortem inspection - Ratites

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must perform ante-mortem and post-mortem inspection of ratites to Australian Standards and other relevant regulatory requirements in a workplace environment under normal operating conditions.

The candidate must:

- perform ante-mortem inspection in accordance with the Australian Standard and where relevant other importing country requirements
- describe principles and procedures for humane handling
- identify common diseases and conditions found at ante-mortem
- describe symptoms of emergency or notifiable diseases
- make correct dispositions for the emergency, notifiable and common diseases and conditions found at ante mortem in accordance with the Australian Standard
- segregate suspect animals in accordance with the Australian Standard and/or importing country requirements
- identify the steps and procedures for humane destruction, emergency and suspect kills
- identify the organs, skeletal structure and elements of the lymphatic, circulatory, digestive, urinary, nervous and respiratory systems relevant to meat inspection duties
- perform post-mortem inspection in accordance with the Australian Standard and, where relevant, other importing country requirements
- identify common diseases and conditions found at post-mortem
- describe the symptoms of emergency and notifiable diseases found at post mortem
- make correct dispositions for the common, emergency and notifiable diseases and conditions in accordance with the Australian Standard
- treat carcases and offal in accordance with the Australian Standard and/or importing country requirements
- monitor restraint, stunning and bleeding in order to detect, assess and report animal welfare issues
- take and dispatch samples for mandated testing

© Commonwealth of Australia, 2025 Skills Insight

- treat carcases being held for test results in accordance with regulatory or importing country requirements
- perform inspection duties in accordance with workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the physiology and anatomy of ratites
- the Australian Standard procedures for the ante and post mortem inspection of ratites
- additional inspection procedures relevant to the plant where assessment of the trainee is taking place
- humane and efficient slaughtering techniques including restraint, stunning and bleeding
- procedures for retaining carcases
- carcase sampling and testing
- workplace health and safety hazards and work place requirements
- role of equipment for meeting hygiene and sanitation and workplace requirements
- correct technique for incision of parts and organs
- procedures for disposal of condemned carcase
- procedures for identifying, collecting and submitting specimens
- segregation requirements for suspect animals
- steps and procedures for humane destruction, emergency and suspect kills
- steps in ante-mortem inspection and recognise abnormal conditions
- symptoms of common diseases and conditions
- symptoms of major emergency or notifiable diseases
- regulatory requirements associated with emergency or notifiable diseases
- the relevant registration processes and procedures for meat inspectors at their specific plant

Assessment Conditions

Assessment of ante and post mortem inspection must be conducted in a slaughtering establishment and assessment of post mortem inspection must be at chain speed.

As a minimum, assessment must consist of the following three forms of assessment:

- a workplace referee report which documents at least 10 practice ante-mortem inspections and 100 hours of post-mortem inspection practice on the chain under the supervision of a qualified meat inspector or on plant veterinary officer (note that this may be reduced to 50 hours if this is the second post-mortem inspection unit selected). The candidate must diarise the practice including the number of livestock / carcases inspected and conditions detected and this has to be verified by a workplace supervisor or mentor.
- knowledge test which must include an assessment of the candidates knowledge of common diseases and conditions as well as emergency and notifiable diseases
- on-the-job assessment with assessor observation

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3125 Perform ante and post-mortem inspection - Camels

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform ante-mortem and post-mortem inspection duties on camels in a slaughtering establishment processing in accordance with the Australian Standard.

This unit is applicable to those who will seek employment and registration as a meat inspector in either the domestic or export processing sectors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen Knives

AMPA3002 Handle animals humanely while conducting ante-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify the main reasons for ante-mortem inspection	1.1 Explain reasons for ante-mortem inspection 1.2 Identify regulatory requirements associated with ante-mortem inspection
2. Perform ante-mortem inspection on camels	2.1 Identify and explain procedures and principles of humane handling of camels 2.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 2.3 Identify procedures for humane destruction 2.4 Identify procedures for emergency and suspect slaughter 2.5 Perform ante-mortem inspection on camels according to relevant workplace health and safety and regulatory requirements 2.6 Identify Quality Assurance aspects of ante-mortem inspection
3. Make disposition as a result of inspection and take appropriate action	3.1 Identify and document common diseases and conditions responsible for abnormalities in camels 3.2 Segregate suspect stock according to regulatory and workplace requirements 3.3 Identify signs of emergency or notifiable diseases that could be seen at ante-mortem 3.4 Describe emergency or notifiable disease procedures as set out in the relevant regulations
4. Identify base anatomical structure systems of camels	4.1 Identify organs of camels 4.2 Identify and explain lymphatic, circulatory, digestive, urinary, nervous and respiratory systems 4.3 Identify basic skeletal structure of camels
5. Identify the main reasons for ante-mortem inspection	5.1 Identify the main reasons for ante-mortem inspection 5.2 Identify regulatory requirements associated with ante-mortem inspection
6. Perform ante-mortem inspection on camels and make disposition	6.1 Identify procedures and principles of humane handling of animals 6.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	6.3 Describe the symptoms of the major emergency diseases 6.4 Identify reporting procedures for emergency diseases 6.5 Segregate suspect camels according to regulatory and workplace requirements 6.6 Ante-mortem inspection is performed according to relevant workplace health and safety, workplace and regulatory requirements 6.7 Identify Quality Assurance aspects of ante-mortem inspection
7. Identify and isolate animals requiring testing	7.1 Identify reasons for testing 7.2 Procedures for identifying and isolating animals for testing are followed
8. Identify the main reasons for post-mortem inspection	8.1 Identify reasons for post-mortem inspection 8.2 Identify regulatory requirements associated with post-mortem inspection
9. Perform post-mortem inspection of camels	9.1 Follow procedures for post-mortem inspection 9.2 Identify and detect abnormalities 9.3 Perform post-mortem inspection camels in accordance with regulatory requirements, hygiene and sanitation requirements and workplace health and safety requirements, in a work environment and under normal production conditions 9.4 Identify Quality Assurance (QA) issues of post-mortem inspection
10. Make disposition	10.1 Detect and identify common diseases and conditions responsible for abnormalities in camels 10.2 Identify and explain symptoms of major emergency diseases 10.3 Make disposition in accordance with the Australian Standard or any relevant importing country requirement
11. Treat affected carcase appropriately	11.1 Treat carcase in accordance with regulatory, hygiene and sanitation, and workplace health and safety requirements 11.2 Demonstrate anatomical knowledge of carcase in the disposition process
12. Monitor stunning and slaughter of animals	12.1 Identify requirements for effective stunning and slaughter 12.2 Ensure animals are stunned and bled according to workplace and regulatory requirements 12.3 Take corrective action in the event of ineffective stunning or bleeding
13. Describe the procedures followed	13.1 Identify and describe procedures for retained carcase in accordance with workplace and regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
for retained carcase on the slaughter floor	
14. Identify and use Personal and Protective Equipment (PPE) required to perform post-mortem inspection	14.1 Identify and explain the purpose of the PPE equipment required for post-mortem inspection 14.2 Use equipment in accordance with QA and workplace requirements 14.3 Use, maintain and store Personal Protective Equipment (PPE) in accordance with workplace health and safety requirements
15. Take pathological and residue samples to assist in determining disposition	15.1 Identify lesions and tissues necessary for determining dispositions 15.2 Collect and submit specimens according to workplace procedures 15.3 Retain carcases awaiting results according to workplace procedures 15.4 Interpret results

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3125 Perform ante and post-mortem inspection - Camels

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must perform ante-mortem and post-mortem inspection of camels to Australian Standards and other relevant regulatory requirements in a workplace environment under normal operating conditions.

The candidate must:

- identify the organs, skeletal structure and elements of the lymphatic, circulatory, digestive, urinary, nervous and respiratory systems relevant to meat inspection duties
- perform ante-mortem inspection to Australian Standards and other relevant regulatory requirements
- identify common diseases and conditions in camels seen at ante mortem inspection
- describe appropriate dispositions for common diseases and conditions in camels
- identify major emergency or notifiable diseases
- demonstrate procedures for humane handling of livestock
- identify suspect animals that may be suffering from a notifiable disease on ante-mortem examination according to Australian Standards
- make disposition according to workplace and regulatory requirements
- report notifiable diseases promptly and accurately according to regulatory requirements
- perform post-mortem inspection in accordance with the Australian Standard and, where relevant, other importing country requirements
- identify common diseases and conditions found at post-mortem
- describe appropriate dispositions for common diseases and conditions in camels
- treat carcases and offal in accordance with the Australian Standard and/or importing country requirements
- monitor stunning in order to detect, assess and report animal welfare issues
- follow safe work practices as laid down in work place requirements
- take and dispatch samples for mandated testing
- treat carcases being held for test results in accordance with regulatory or importing country requirements
- perform inspection duties in accordance with workplace health and safety requirements

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the physiology and anatomy of camels
- the Australian Standard procedures for the post and ante mortem inspection of camels
- additional inspection procedures relevant to the plant where assessment of the trainee is taking place
- the potential impact of emergency diseases
- common diseases and their symptoms as seen at ante and post mortem inspection
- humane and efficient slaughtering techniques
- procedures for retaining carcases
- carcase sampling and testing
- workplace health and safety hazards and work place requirements
- principles and procedures for humane handling of camels
- regulatory requirements for suspect camels, hygiene and sanitation standards, and workplace standards associated with ante-mortem inspection
- segregation requirements for suspect animals
- steps and procedures for humane destruction, emergency and suspect kills
- steps in ante-mortem inspection and recognise abnormal conditions
- symptoms of major emergency or notifiable diseases
- regulatory requirements associated with emergency or notifiable diseases
- the relevant registration processes and procedures for meat inspectors at their specific plant

Assessment Conditions

Assessment of ante and post mortem inspection must be conducted in a slaughtering establishment and assessment of post mortem inspection must be at chain speed.

As a minimum, assessment must consist of the following three forms of assessment:

- a workplace referee report which documents at least 10 practice ante-mortem inspections and 100 hours of post-mortem inspection practice on the chain under the supervision of a qualified meat inspector or on plant veterinary officer (note that this may be reduced to 50 hours if this is the second post-mortem inspection unit selected). The candidate must diarise the practice including the number of livestock / carcases inspected and conditions detected and this has to be verified by a workplace supervisor or mentor
- knowledge test which must include an assessment of the candidates knowledge of common diseases and conditions as well as emergency and notifiable diseases
- on-the-job assessment with assessor observation

Assessors must satisfy the current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3127 Perform post-mortem inspection - Wild game

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform post mortem inspection duties on wild game, such as kangaroos, wallabies, wild boar and possums, in a processing establishment operating in accordance with the Australian Standard.

This unit is applicable to those who will seek employment and registration as a meat inspector in either the domestic or export processing sectors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen Knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify base anatomical structure systems of wild game	1.1 Identify organs of wild game 1.2 Identify and explain lymphatic, circulatory, digestive, urinary, nervous and respiratory systems 1.3 Identify basic skeletal structure of wild game
2. Inspect carcases prior to processing	2.1 Identify reasons for pre-processing inspection and the grounds for carcases being unfit for processing 2.2 Procedures for identifying and condemning carcases unfit for processing are followed
3. Identify the main reasons for post-mortem inspection	3.1 Identify reasons for post-mortem inspection 3.2 Identify regulatory requirements associated with post-mortem inspection
4. Perform post-mortem inspection of wild game	4.1 Follow procedures for post-mortem inspection 4.2 Identify and detect abnormalities 4.3 Perform post-mortem inspection wild game in accordance with regulatory requirements, hygiene and sanitation requirements and workplace health and safety requirements, in a work environment and under normal production conditions 4.4 Identify Quality Assurance (QA) issues of post-mortem inspection
5. Make disposition	5.1 Detect and identify common diseases and conditions responsible for abnormalities in wild game 5.2 Identify and explain symptoms of major emergency diseases 5.3 Make disposition in accordance with the Australian Standard or any relevant importing country requirement
6. Treat affected carcase appropriately	6.1 Treat carcase in accordance with regulatory, hygiene and sanitation, and workplace health and safety requirements 6.2 Demonstrate anatomical knowledge of carcase in the disposition process
7. Describe the procedures followed for retained carcase on the slaughter floor	7.1 Identify and describe procedures for retained carcase in accordance with workplace and regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
8. Identify and use Personal and Protective Equipment (PPE) required to perform post-mortem inspection	8.1 Identify and explain the purpose of the PPE equipment required for post-mortem inspection 8.2 Use equipment in accordance with QA and workplace requirements 8.3 Use, maintain and store Personal Protective Equipment (PPE) in accordance with workplace health and safety requirements
9. Take pathological and residue samples to assist in determining disposition	9.1 Identify lesions and tissues necessary for determining dispositions 9.2 Collect and submit specimens according to workplace procedures 9.3 Retain carcases awaiting results according to workplace procedures 9.4 Interpret results

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP411B Inspect wild game meat.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3127 Perform post-mortem inspection - Wild game

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must perform post-mortem inspection of wild game carcases to Australian Standards and other relevant regulatory requirements in a workplace environment under normal operating conditions.

The candidate must:

- identify the organs, skeletal structure and elements of the lymphatic, circulatory, digestive, urinary, nervous and respiratory systems relevant to meat inspection duties
- perform post-mortem inspection in accordance with the Australian Standard and, where relevant, other importing country requirements
- identify common diseases and conditions found at post-mortem
- describe the symptoms of emergency and notifiable diseases found at post mortem
- make correct dispositions for the common, emergency and notifiable diseases and conditions in accordance with the Australian Standard
- treat carcases and offal in accordance with the Australian Standard and/or importing country requirements
- monitor restraint, stunning and bleeding in order to detect, assess and report animal welfare issues
- take and dispatch samples for mandated testing
- treat carcases being held for test results in accordance with regulatory or importing country requirements
- perform inspection duties in accordance with workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the physiology and anatomy of wild game
- the Australian Standard procedures for the post mortem inspection of wild game
- additional inspection procedures relevant to the plant where assessment of the trainee is taking place

© Commonwealth of Australia, 2025 Skills Insight

- humane and efficient slaughtering techniques including restraint, stunning and bleeding
- procedures for retaining carcases
- carcase sampling and testing
- workplace health and safety hazards and work place requirements
- role of equipment for meeting hygiene and sanitation and workplace requirements
- correct technique for incision of parts and organs
- procedures for disposal of condemned carcase
- procedures for identifying, collecting and submitting specimens
- symptoms of common diseases and conditions
- symptoms of major emergency or notifiable diseases
- regulatory requirements associated with emergency or notifiable diseases
- the relevant registration processes and procedures for meat inspectors at their specific plant

Assessment Conditions

Assessment of post mortem inspection must be conducted in a slaughtering establishment and assessment of post mortem inspection must be at chain speed.

As a minimum, assessment must consist of the following three forms of assessment:

- a workplace referee report which documents at least 100 hours of post-mortem inspection practice on the chain under the supervision of a qualified meat inspector or on plant veterinary officer (note that this may be reduced to 50 hours if this is the second post-mortem inspection unit selected). The candidate must diarise the practice including the number of carcases inspected and conditions detected and this has to be verified by a workplace supervisor or mentor
- knowledge test which must include an assessment of the candidates knowledge of common diseases and conditions as well as emergency and notifiable diseases
- on-the-job assessment with assessor observation

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3128 Perform ante and post-mortem inspection - Rabbits

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform ante-mortem and post-mortem inspection duties on rabbits (domesticated) in a slaughtering establishment processing in accordance with the Australian Standard.

This unit is applicable to those who seek employment and registration as a meat inspector in either the domestic or export processing sectors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen Knives

AMPA3002 Handle animals humanely while conducting ante-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Competency Field

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify breeds and types of rabbits and describe market requirements	1.1 Identify major breeds of commonly slaughtered rabbits 1.2 Identify distinguishing features of major breeds 1.3 Describe market requirements for rabbits
2. Identify the main reasons for ante-mortem inspection	2.1 Explain reasons for ante-mortem inspection 2.2 Identify regulatory requirements associated with ante-mortem inspection
3. Perform ante-mortem inspection on rabbits	3.1 Identify and explain procedures and principles of humane handling of rabbits 3.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 3.3 Identify procedures for humane destruction 3.4 Identify procedures for emergency and suspect slaughter 3.5 Perform ante-mortem inspection on rabbits according to relevant workplace health and safety and regulatory requirements 3.6 Identify Quality Assurance aspects of ante-mortem inspection
4. Make disposition as a result of inspection and take appropriate action	4.1 Identify and document common diseases and conditions responsible for abnormalities in rabbits 4.2 Segregate suspect stock according to regulatory and workplace requirements 4.3 Identify signs of emergency or notifiable diseases that could be seen at ante-mortem 4.4 Describe emergency or notifiable disease procedures as set out in the relevant regulations
5. Identify base anatomical structure systems of rabbits	5.1 Identify organs of rabbits 5.2 Identify and explain lymphatic, circulatory, digestive, urinary, nervous and respiratory systems 5.3 Identify basic skeletal structure of rabbits
6. Identify the main reasons for	6.1 Identify the main reasons for ante-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
ante-mortem inspection	6.2 Identify regulatory requirements associated with ante-mortem inspection
7. Perform ante-mortem inspection on rabbits and make disposition	7.1 Identify procedures and principles of humane handling of animals 7.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 7.3 Describe the symptoms of the major emergency diseases 7.4 Identify reporting procedures for emergency diseases 7.5 Segregate suspect rabbits according to regulatory and workplace requirements 7.6 Perform ante-mortem inspection according to relevant workplace health and safety, workplace and regulatory requirements 7.7 Identify Quality Assurance aspects of ante-mortem inspection
8. Identify and isolate animals requiring testing	8.1 Identify reasons for testing 8.2 Follow procedures for identifying and isolating animals for testing
9. Identify the main reasons for post-mortem inspection	9.1 Identify reasons for post-mortem inspection 9.2 Identify regulatory requirements associated with post-mortem inspection
10. Perform post-mortem inspection of rabbits	10.1 Follow procedures for post-mortem inspection 10.2 Identify and detect abnormalities 10.3 Perform post-mortem inspection rabbits in accordance with regulatory requirements, hygiene and sanitation requirements and workplace health and safety requirements, in a work environment and under normal production conditions 10.4 Identify Quality Assurance (QA) issues of post-mortem inspection
11. Make disposition	11.1 Detect and identify common diseases and conditions responsible for abnormalities in rabbits 11.2 Identify and explain symptoms of major emergency diseases 11.3 Make disposition in accordance with the Australian Standard or any relevant importing country requirement
12. Treat affected carcase appropriately	12.1 Treat carcase in accordance with regulatory, hygiene and sanitation, and workplace health and safety requirements 12.2 Demonstrate anatomical knowledge of carcase in the disposition process
13. Monitor stunning and	13.1 Identify requirements for effective stunning and slaughter

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
slaughter of animals	13.2 Ensure animals are stunned and bled according to workplace and regulatory requirements 13.3 Take corrective action in the event of ineffective stunning or bleeding
14. Describe the procedures followed for retained carcase on the slaughter floor	14.1 Identify and describe procedures for retained carcase in accordance with workplace and regulatory requirements
15. Identify and use Personal and Protective Equipment (PPE) required to perform post-mortem inspection	15.1 Identify and explain the purpose of the PPE equipment required for post-mortem inspection 15.2 Use equipment in accordance with QA and workplace requirements 15.3 Use, maintain and store Personal Protective Equipment (PPE) in accordance with workplace health and safety requirements
16. Take pathological and residue samples to assist in determining disposition	16.1 Identify lesions and tissues necessary for determining dispositions 16.2 Collect and submit specimens according to workplace procedures 16.3 Retain carcases awaiting results according to workplace procedures 16.4 Interpret results

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3128 Perform ante and post-mortem inspection - Rabbits

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must perform ante-mortem and post-mortem inspection of rabbits to Australian Standards and other relevant regulatory requirements in a workplace environment under normal operating conditions.

The candidate must:

- perform ante-mortem inspection in accordance with the Australian Standard and where relevant other importing country requirements
- describe principles and procedures for humane handling
- identify common diseases and conditions found at ante-mortem
- describe symptoms of emergency or notifiable diseases
- make correct dispositions for the emergency, notifiable and common diseases and conditions found at ante mortem in accordance with the Australian Standard
- segregate suspect animals in accordance with the Australian Standard and/or importing country requirements
- identify the steps and procedures for humane destruction, emergency and suspect kills
- identify the organs, skeletal structure and elements of the lymphatic, circulatory, digestive, urinary, nervous and respiratory systems relevant to meat inspection duties
- perform post-mortem inspection in accordance with the Australian Standard and, where relevant, other importing country requirements
- identify common diseases and conditions found at post-mortem
- describe the symptoms of emergency and notifiable diseases found at post mortem
- make correct dispositions for the common, emergency and notifiable diseases and conditions in accordance with the Australian Standard
- treat carcases and offal in accordance with the Australian Standard and/or importing country requirements
- monitor restraint, stunning and bleeding in order to detect, assess and report animal welfare issues
- take and dispatch samples for mandated testing

© Commonwealth of Australia, 2025 Skills Insight

- treat carcases being held for test results in accordance with regulatory or importing country requirements
- perform inspection duties in accordance with workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the physiology and anatomy of rabbits
- the Australian Standard procedures for the ante and post mortem inspection of rabbits
- additional inspection procedures relevant to the plant where assessment of the trainee is taking place
- humane and efficient slaughtering techniques including restraint, stunning and bleeding
- procedures for retaining carcases
- carcase sampling and testing
- workplace health and safety hazards and work place requirements
- role of equipment for meeting hygiene and sanitation and workplace requirements
- correct technique for incision of parts and organs
- procedures for disposal of condemned carcase
- procedures for identifying, collecting and submitting specimens
- segregation requirements for suspect animals
- steps and procedures for humane destruction, emergency and suspect kills
- steps in ante-mortem inspection and recognise abnormal conditions
- symptoms of common diseases and conditions
- symptoms of major emergency or notifiable diseases
- regulatory requirements associated with emergency or notifiable diseases
- the relevant registration processes and procedures for meat inspectors at their specific plant

Assessment Conditions

Assessment of ante and post mortem inspection must be conducted in a slaughtering establishment and assessment of post mortem inspection must be at chain speed.

As a minimum, assessment must consist of the following three forms of assessment:

- a workplace referee report which documents at least 10 practice ante-mortem inspections and 100 hours of post-mortem inspection practice on the chain under the supervision of a qualified meat inspector or on plant veterinary officer (note that this may be reduced to 50 hours if this is the second post-mortem inspection unit selected) The candidate must diarise the practice including the number of livestock / carcases inspected and conditions detected and this has to be verified by a workplace supervisor or mentor
- knowledge test which must include an assessment of the candidates knowledge of common diseases and conditions as well as emergency and notifiable diseases
- on-the-job assessment with assessor observation

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3129 Perform ante and post-mortem inspection - Deer

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform ante-mortem and post-mortem inspection duties on deer (domesticated) in a slaughtering establishment processing in accordance with the Australian Standard.

This unit is applicable to those who seek employment and registration as a meat inspector in either the domestic or export processing sectors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen Knives

AMPA3002 Handle animals humanely while conducting ante-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify species and types of deer and describe market requirements	1.1 Identify major species of commonly slaughtered deer 1.2 Identify distinguishing features of major species 1.3 Describe market requirements for deer
2. Identify the main reasons for ante-mortem inspection	2.1 Explain reasons for ante-mortem inspection 2.2 Identify regulatory requirements associated with ante-mortem inspection
3. Perform ante-mortem inspection on deer	3.1 Identify and explain procedures and principles of humane handling of deer 3.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 3.3 Identify procedures for humane destruction 3.4 Identify procedures for emergency and suspect slaughter 3.5 Perform ante-mortem inspection on deer according to relevant workplace health and safety and regulatory requirements 3.6 Identify Quality Assurance aspects of ante-mortem inspection
4. Make disposition as a result of inspection and take appropriate action	4.1 Identify and document common diseases and conditions responsible for abnormalities in deer 4.2 Segregate suspect stock according to regulatory and workplace requirements 4.3 Identify signs of emergency or notifiable diseases that could be seen at ante-mortem 4.4 Describe emergency or notifiable disease procedures as set out in the relevant regulations
5. Identify base anatomical structure systems of deer	5.1 Identify organs of deer 5.2 Identify and explain lymphatic, circulatory, digestive, urinary, nervous and respiratory systems 5.3 Identify basic skeletal structure of deer
6. Identify the main reasons for ante-mortem inspection	6.1 Identify the main reasons for ante-mortem inspection 6.2 Identify regulatory requirements associated with ante-mortem inspection
7. Perform ante-mortem	7.1 Identify procedures and principles of humane handling of

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
inspection on deer and make disposition	animals 7.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 7.3 Describe the symptoms of the major emergency diseases 7.4 Identify reporting procedures for emergency diseases 7.5 Segregate suspect deer according to regulatory and workplace requirements 7.6 Perform ante-mortem inspection according to relevant workplace health and safety, workplace and regulatory requirements 7.7 Identify Quality Assurance aspects of ante-mortem inspection
8. Identify and isolate animals requiring testing	8.1 Identify reasons for testing 8.2 Follow procedures for identifying and isolating animals for testing
9. Identify the main reasons for post-mortem inspection	9.1 Identify reasons for post-mortem inspection 9.2 Identify regulatory requirements associated with post-mortem inspection
10. Perform post-mortem inspection of deer	10.1 Follow procedures for post-mortem inspection 10.2 Identify and detect abnormalities 10.3 Perform post-mortem inspection deer in accordance with regulatory requirements, hygiene and sanitation requirements and workplace health and safety requirements, in a work environment and under normal production conditions 10.4 Identify Quality Assurance (QA) issues of post-mortem inspection
11. Make disposition	11.1 Detect and identify common diseases and conditions responsible for abnormalities in deer 11.2 Identify and explain symptoms of major emergency diseases 11.3 Make disposition in accordance with the Australian Standard or any relevant importing country requirement
12. Treat affected carcase appropriately	12.1 Treat carcase in accordance with regulatory, hygiene and sanitation, and workplace health and safety requirements 12.2 Demonstrate anatomical knowledge of carcase in the disposition process
13. Monitor stunning and slaughter of animals	13.1 Identify requirements for effective stunning and slaughter 13.2 Ensure animals are stunned and bled according to workplace and regulatory requirements 13.3 Take corrective action in the event of ineffective stunning

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	or bleeding
14. Describe the procedures followed for retained carcase on the slaughter floor	14.1 Identify and describe procedures for retained carcase in accordance with workplace and regulatory requirements
15. Identify and use Personal and Protective Equipment (PPE) required to perform post-mortem inspection	15.1 Identify and explain the purpose of the PPE equipment required for post-mortem inspection 15.2 Use equipment in accordance with QA and workplace requirements 15.3 Use, maintain and store Personal Protective Equipment (PPE) in accordance with workplace health and safety requirements
16. Take pathological and residue samples to assist in determining disposition	16.1 Identify lesions and tissues necessary for determining dispositions 16.2 Collect and submit specimens according to workplace procedures 16.3 Retain carcases awaiting results according to workplace procedures 16.4 Interpret results

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3129 Perform ante and post-mortem inspection - Deer

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must perform ante-mortem and post-mortem inspection of deer to Australian Standards and other relevant regulatory requirements in a workplace environment under normal operating conditions.

The candidate must:

- perform ante-mortem inspection in accordance with the Australian Standard and where relevant other importing country requirements
- describe principles and procedures for humane handling
- identify common diseases and conditions found at ante-mortem
- describe symptoms of emergency or notifiable diseases
- make correct dispositions for the emergency, notifiable and common diseases and conditions found at ante mortem in accordance with the Australian Standard
- segregate suspect animals in accordance with the Australian Standard and / or importing country requirements
- identify the steps and procedures for humane destruction, emergency and suspect kills
- identify the organs, skeletal structure and elements of the lymphatic, circulatory, digestive, urinary, nervous and respiratory systems relevant to meat inspection duties
- perform post-mortem inspection in accordance with the Australian Standard and, where relevant, other importing country requirements
- identify common diseases and conditions found at post-mortem
- describe the symptoms of emergency and notifiable diseases found at post mortem
- make correct dispositions for the common, emergency and notifiable diseases and conditions in accordance with the Australian Standard
- treat carcases and offal in accordance with the Australian Standard and/or importing country requirements
- monitor restraint, stunning and bleeding in order to detect, assess and report animal welfare issues
- take and dispatch samples for mandated testing

© Commonwealth of Australia, 2025 Skills Insight

- treat carcases being held for test results in accordance with regulatory or importing country requirements
- perform inspection duties in accordance with workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the physiology and anatomy of deer
- the Australian Standard procedures for the ante and post mortem inspection of deer
- additional inspection procedures relevant to the plant where assessment of the trainee is taking place
- humane and efficient slaughtering techniques including restraint, stunning and bleeding
- procedures for retaining carcases
- carcase sampling and testing
- workplace health and safety hazards and work place requirements
- role of equipment for meeting hygiene and sanitation and workplace requirements
- correct technique for incision of parts and organs
- procedures for disposal of condemned carcase
- procedures for identifying, collecting and submitting specimens
- segregation requirements for suspect animals
- steps and procedures for humane destruction, emergency and suspect kills
- steps in ante-mortem inspection and recognise abnormal conditions
- symptoms of common diseases and conditions
- symptoms of major emergency or notifiable diseases
- regulatory requirements associated with emergency or notifiable diseases
- the relevant registration processes and procedures for meat inspectors at their specific plant

Assessment Conditions

Assessment of ante and post mortem inspection must be conducted in a slaughtering establishment and assessment of post mortem inspection must be at chain speed.

As a minimum, assessment must consist of the following three forms of assessment:

- a workplace referee report which documents at least 10 practice ante-mortem inspections and 100 hours of post-mortem inspection practice on the chain under the supervision of a qualified meat inspector or on plant veterinary officer (note that this may be reduced to 50 hours if this is the second post-mortem inspection unit selected) The candidate must diarise the practice including the number of livestock / carcases inspected and conditions detected and this has to be verified by a workplace supervisor or mentor
- knowledge test which must include an assessment of the candidates knowledge of common diseases and conditions as well as emergency and notifiable diseases
- on-the-job assessment with assessor observation

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3130 Perform ante and post-mortem inspection - Horses

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform ante-mortem and post-mortem inspection duties on horses (domesticated) in a slaughtering establishment processing in accordance with the Australian Standard.

This unit is applicable to those who seek employment and registration as a meat inspector in either the domestic or export processing sectors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen Knives

AMPA3002 Handle animals humanely while conducting ante-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify breeds and types of horse and describe market requirements	1.1 Identify major breeds of commonly slaughtered horse 1.2 Identify distinguishing features of major breeds 1.3 Describe market requirements for horse
2. Identify the main reasons for ante-mortem inspection	2.1 Explain reasons for ante-mortem inspection 2.2 Identify regulatory requirements associated with ante-mortem inspection
3. Perform ante-mortem inspection on horses	3.1 Identify and explain procedures and principles of humane handling of horses 3.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 3.3 Identify procedures for humane destruction 3.4 Identify procedures for emergency and suspect slaughter 3.5 Perform ante-mortem inspection on horses according to relevant workplace health and safety and regulatory requirements 3.6 Identify Quality Assurance aspects of ante-mortem inspection
4. Make disposition as a result of inspection and take appropriate action	4.1 Identify and document common diseases and conditions responsible for abnormalities in horses 4.2 Segregate suspect stock according to regulatory and workplace requirements 4.3 Identify signs of emergency or notifiable diseases that could be seen at ante-mortem 4.4 Describe emergency or notifiable disease procedures as set out in the relevant regulations
5. Identify base anatomical structure systems of horses	5.1 Identify organs of horses 5.2 Identify and explain lymphatic, circulatory, digestive, urinary, nervous and respiratory systems 5.3 Identify basic skeletal structure of horses
6. Identify the main reasons for ante-mortem inspection	6.1 Identify the main reasons for ante-mortem inspection 6.2 Identify regulatory requirements associated with ante-mortem inspection
7. Perform ante-mortem	7.1 Identify procedures and principles of humane handling of

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
inspection on horses and make disposition	animals 7.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 7.3 Describe the symptoms of the major emergency diseases 7.4 Identify reporting procedures for emergency diseases 7.5 Segregate suspect horses according to regulatory and workplace requirements 7.6 Perform ante-mortem inspection according to relevant workplace health and safety, workplace and regulatory requirements 7.7 Identify Quality Assurance aspects of ante-mortem inspection
8. Identify and isolate animals requiring testing	8.1 Identify reasons for testing 8.2 Follow procedures for identifying and isolating animals for testing
9. Identify the main reasons for post-mortem inspection	9.1 Identify reasons for post-mortem inspection 9.2 Identify regulatory requirements associated with post-mortem inspection
10. Perform post-mortem inspection of horses	10.1 Follow procedures for post-mortem inspection 10.2 Identify and detect abnormalities 10.3 Perform post-mortem inspection horses in accordance with regulatory requirements, hygiene and sanitation requirements and workplace health and safety requirements, in a work environment and under normal production conditions 10.4 Identify Quality Assurance (QA) issues of post-mortem inspection
11. Make disposition	11.1 Detect and identify common diseases and conditions responsible for abnormalities in horses 11.2 Identify and explain symptoms of major emergency diseases 11.3 Make disposition in accordance with the Australian Standard or any relevant importing country requirement
12. Treat affected carcase appropriately	12.1 Treat carcase in accordance with regulatory, hygiene and sanitation, and workplace health and safety requirements 12.2 Demonstrate anatomical knowledge of carcase in the disposition process
13. Monitor stunning and slaughter of animals	13.1 Identify requirements for effective stunning and slaughter 13.2 Ensure animals are stunned and bled according to workplace and regulatory requirements 13.3 Take corrective action in the event of ineffective stunning

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	or bleeding
14. Describe the procedures followed for retained carcase on the slaughter floor	14.1 Identify and describe procedures for retained carcase in accordance with workplace and regulatory requirements
15. Identify and use Personal and Protective Equipment (PPE) required to perform post-mortem inspection	15.1 Identify and explain the purpose of the PPE equipment required for post-mortem inspection 15.2 Use equipment in accordance with QA and workplace requirements 15.3 Use, maintain and store Personal Protective Equipment (PPE) in accordance with workplace health and safety requirements
16. Take pathological and residue samples to assist in determining disposition	16.1 Identify lesions and tissues necessary for determining dispositions 16.2 Collect and submit specimens according to workplace procedures 16.3 Retain carcases awaiting results according to workplace procedures 16.4 Interpret results

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3130 Perform ante and post-mortem inspection - Horses

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must perform ante-mortem and post-mortem inspection of horses to Australian Standards and other relevant regulatory requirements in a workplace environment under normal operating conditions.

The candidate must:

- perform ante-mortem inspection in accordance with the Australian Standard and where relevant other importing country requirements
- describe principles and procedures for humane handling
- identify common diseases and conditions found at ante-mortem
- describe symptoms of emergency or notifiable diseases
- make correct dispositions for the emergency, notifiable and common diseases and conditions found at ante mortem in accordance with the Australian Standard
- segregate suspect animals in accordance with the Australian Standard and / or importing country requirements
- identify the steps and procedures for humane destruction, emergency and suspect kills
- identify the organs, skeletal structure and elements of the lymphatic, circulatory, digestive, urinary, nervous and respiratory systems relevant to meat inspection duties
- perform post-mortem inspection in accordance with the Australian Standard and, where relevant, other importing country requirements
- identify common diseases and conditions found at post-mortem
- describe the symptoms of emergency and notifiable diseases found at post mortem
- make correct dispositions for the common, emergency and notifiable diseases and conditions in accordance with the Australian Standard
- treat carcases and offal in accordance with the Australian Standard and/or importing country requirements
- monitor restraint, stunning and bleeding in order to detect, assess and report animal welfare issues
- take and dispatch samples for mandated testing

© Commonwealth of Australia, 2025 Skills Insight

- treat carcases being held for test results in accordance with regulatory or importing country requirements
- perform inspection duties in accordance with workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the physiology and anatomy of horses
- the Australian Standard procedures for the ante and post mortem inspection of horses
- additional inspection procedures relevant to the plant where assessment of the trainee is taking place
- humane and efficient slaughtering techniques including restraint, stunning and bleeding
- procedures for retaining carcases
- carcase sampling and testing
- workplace health and safety hazards and work place requirements
- role of equipment for meeting hygiene and sanitation and workplace requirements
- correct technique for incision of parts and organs
- procedures for disposal of condemned carcase
- procedures for identifying, collecting and submitting specimens
- segregation requirements for suspect animals
- steps and procedures for humane destruction, emergency and suspect kills
- steps in ante-mortem inspection and recognise abnormal conditions
- symptoms of common diseases and conditions
- symptoms of major emergency or notifiable diseases
- regulatory requirements associated with emergency or notifiable diseases
- the relevant registration processes and procedures for meat inspectors at their specific plant

Assessment Conditions

Assessment of ante and post mortem inspection must be conducted in a slaughtering establishment and assessment of post mortem inspection must be at chain speed.

As a minimum, assessment must consist of the following three forms of assessment:

- a workplace referee report which documents at least 10 practice ante-mortem inspections and 100 hours of post-mortem inspection practice on the chain under the supervision of a qualified meat inspector or on plant veterinary officer (note that this may be reduced to 50 hours if this is the second post-mortem inspection unit selected) The candidate must diarise the practice including the number of livestock / carcases inspected and conditions detected and this has to be verified by a workplace supervisor or mentor
- knowledge test which must include an assessment of the candidates knowledge of common diseases and conditions as well as emergency and notifiable diseases
- on-the-job assessment with assessor observation

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3131 Identify and report emergency diseases of food animals

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to recognise the symptoms of emergency diseases and conditions as might be seen during the performance of meat inspection procedures.

This unit is suitable for students undertaking meat safety (inspection) training and is a co-requisite for the post-mortem inspection and ante-mortem inspection Units in the Australian Meat Industry Training Package.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Competency should be reassessed every five years.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Describe the symptoms of the major emergency diseases as they relate to food animals	1.1 Identify the major emergency diseases of food animals processed in Australia 1.2 Describe the impact of emergency diseases on the meat industry 1.3 Describe the symptoms of these major emergency diseases as they may be seen at ante-mortem 1.4 Describe the symptoms of these major emergency diseases as they may be seen at post-mortem
2. Identify the reporting process for suspected emergency diseases	2.1 Explain the responsibilities for reporting emergency disease suspects as set out in the enterprise's emergency disease preparedness plan 2.2 Describe a meat processing enterprise's responsibilities after reporting a suspected emergency disease outbreak 2.3 Explain the role of AUSVET Plan in controlling emergency diseases 2.4 Describe the potential impact of emergency diseases on the livestock and meat industry

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3131 Identify and report emergency diseases of food animals

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must recognise the symptoms of emergency diseases and conditions which might be seen during the performance of meat inspection procedures.

The candidate must:

- identify the major emergency disease risks to the food animal species relevant to the students duties
- identify the symptoms of these emergency diseases
- explain the reporting requirements when an emergency disease is suspected in livestock or carcases
- explain the steps to be taken by a meat processing company in the event of a suspected outbreak of an emergency disease
- explain the steps to be taken by regulators when there is a suspected outbreak of an emergency disease

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the major emergency diseases of food species animals
- the symptoms of the major emergency diseases of food species animals
- the reporting requirements when an emergency disease is suspected in livestock or carcases
- the steps to be taken by a meat processing enterprise in the event of a suspected outbreak of an emergency disease and how they are to be implemented
- the AUSVET plan and the role of regulators, companies and producers in the event of an the reporting requirements when an emergency disease is suspected in livestock or carcases
- the steps to be taken by regulators when there is a suspected outbreak of an emergency disease
- the enterprise’s emergency disease preparedness plan

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated on the actual carcase and viscera of at least one species of food animal as well as from models or diagrams of the other food animal species. The species covered must include as a minimum cattle, sheep, goats, pigs, poultry and kangaroos. Other food species could include any other species slaughtered or harvested legally in Australia for human consumption.

Assessment may occur in the workplace or in a suitable teaching environment.

A minimum of three different forms of assessment must be used. These should take the form of:

- quiz of underpinning knowledge
- identification of signs and symptoms of diseases in different species from images and diagrams
- assignment

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3132 Perform ante and post-mortem inspection - Alpacas or Llamas

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform ante-mortem and post-mortem inspection duties on llamas or alpacas in a slaughtering establishment processing in accordance with the Australian Standard.

This unit is applicable to those who seek employment and registration as a meat inspector in either the domestic or export processing sectors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen Knives

AMPA3002 Handle animals humanely while conducting ante-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Competency Field

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify the differences between llamas and alpacas and describe market requirements	1.1 Identify distinguishing features of llamas or alpacas 1.2 Describe market requirements for llamas or alpacas
2. Identify the main reasons for ante-mortem inspection	2.1 Explain reasons for ante-mortem inspection 2.2 Identify regulatory requirements associated with ante-mortem inspection
3. Perform ante-mortem inspection on llamas or alpacas	3.1 Identify and explain procedures and principles of humane handling of llamas or alpacas 3.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 3.3 Identify procedures for humane destruction 3.4 Identify procedures for emergency and suspect slaughter 3.5 Perform ante-mortem inspection on llamas or alpacas according to relevant workplace health and safety and regulatory requirements 3.6 Identify Quality Assurance aspects of ante-mortem inspection
4. Make disposition as a result of inspection and take appropriate action	4.1 Identify and document common diseases and conditions responsible for abnormalities in llamas or alpacas 4.2 Segregate suspect stock according to regulatory and workplace requirements 4.3 Identify signs of emergency or notifiable diseases that could be seen at ante-mortem 4.4 Describe emergency or notifiable disease procedures as set out in the relevant regulations
5. Identify base anatomical structure systems of llamas or alpacas	5.1 Identify organs of llamas or alpacas 5.2 Identify and explain lymphatic, circulatory, digestive, urinary, nervous and respiratory systems 5.3 Identify the basic skeletal structure of llamas or alpacas
6. Identify the main reasons for	6.1 Identify the main reasons for ante-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
ante-mortem inspection	6.2 Identify regulatory requirements associated with ante-mortem inspection
7. Perform ante-mortem inspection on llamas or alpacas and make disposition	7.1 Identify procedures and principles of humane handling of animals 7.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 7.3 Describe the symptoms of the major emergency diseases 7.4 Identify reporting procedures for emergency diseases 7.5 Segregate suspect llamas or alpacas according to regulatory and workplace requirements 7.6 Perform ante-mortem inspection according to relevant workplace health and safety, workplace and regulatory requirements 7.7 Identify Quality Assurance aspects of ante-mortem inspection
8. Identify and isolate animals requiring testing	8.1 Identify reasons for testing 8.2 Follow procedures for identifying and isolating animals for testing
9. Identify the main reasons for post-mortem inspection	9.1 Identify reasons for post-mortem inspection 9.2 Identify regulatory requirements associated with post-mortem inspection
10. Perform post-mortem inspection of llamas or alpacas	10.1 Follow procedures for post-mortem inspection 10.2 Identify and detect abnormalities 10.3 Perform post-mortem inspection llamas or alpacas in accordance with regulatory requirements, hygiene and sanitation requirements and workplace health and safety requirements, in a work environment and under normal production conditions 10.4 Identify Quality Assurance (QA) issues of post-mortem inspection
11. Make disposition	11.1 Detect and identify common diseases and conditions responsible for abnormalities in llamas or alpacas 11.2 Identify and explain symptoms of major emergency diseases 11.3 Make disposition in accordance with the Australian Standard or any relevant importing country requirement
12. Treat affected carcase appropriately	12.1 Treat carcase in accordance with regulatory, hygiene and sanitation, and workplace health and safety requirements 12.2 Demonstrate anatomical knowledge of carcase in the disposition process

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
13. Monitor stunning and slaughter of animals	13.1 Identify requirements for effective stunning and slaughter 13.2 Ensure animals are stunned and bled according to workplace and regulatory requirements 13.3 Take corrective action in the event of ineffective stunning or bleeding
14. Describe the procedures followed for retained carcase on the slaughter floor	14.1 Identify and describe procedures for retained carcase in accordance with workplace and regulatory requirements
15. Identify and use Personal and Protective Equipment (PPE) required to perform post-mortem inspection	15.1 Identify and explain the purpose of the PPE equipment required for post-mortem inspection 15.2 Use equipment in accordance with QA and workplace requirements 15.3 Use, maintain and store Personal Protective Equipment (PPE) in accordance with workplace health and safety requirements
16. Take pathological and residue samples to assist in determining disposition	16.1 Identify lesions and tissues necessary for determining dispositions 16.2 Collect and submit specimens according to workplace procedures 16.3 Retain carcases awaiting results according to workplace procedures 16.4 Interpret results

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3132 Perform ante and post-mortem inspection - Alpacas or Llamas

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must perform ante-mortem and post-mortem inspection of llamas or alpacas to Australian Standards and other relevant regulatory requirements in a workplace environment under normal operating conditions.

The candidate must:

- perform ante-mortem inspection in accordance with the Australian Standard and where relevant other importing country requirements
- describe principles and procedures for humane handling
- identify common diseases and conditions found at ante-mortem
- describe symptoms of emergency or notifiable diseases
- make correct dispositions for the emergency, notifiable and common diseases and conditions found at ante mortem in accordance with the Australian Standard
- segregate suspect animals in accordance with the Australian Standard and / or importing country requirements
- identify the steps and procedures for humane destruction, emergency and suspect kills
- identify the organs, skeletal structure and elements of the lymphatic, circulatory, digestive, urinary, nervous and respiratory systems relevant to meat inspection duties
- perform post-mortem inspection in accordance with the Australian Standard and, where relevant, other importing country requirements
- identify common diseases and conditions found at post-mortem
- describe the symptoms of emergency and notifiable diseases found at post mortem
- make correct dispositions for the common, emergency and notifiable diseases and conditions in accordance with the Australian Standard
- treat carcases and offal in accordance with the Australian Standard and/or importing country requirements
- monitor restraint, stunning and bleeding in order to detect, assess and report animal welfare issues
- take and dispatch samples for mandated testing

© Commonwealth of Australia, 2025 Skills Insight

- treat carcases being held for test results in accordance with regulatory or importing country requirements
- perform inspection duties in accordance with workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the physiology and anatomy of llamas or alpacas
- the Australian Standard procedures for the ante and post mortem inspection of llamas or alpacas
- additional inspection procedures relevant to the plant where assessment of the trainee is taking place
- humane and efficient slaughtering techniques including restraint, stunning and bleeding
- procedures for retaining carcases
- carcase sampling and testing
- workplace health and safety hazards and work place requirements
- role of equipment for meeting hygiene and sanitation and workplace requirements
- correct technique for incision of parts and organs
- procedures for disposal of condemned carcase
- procedures for identifying, collecting and submitting specimens
- segregation requirements for suspect animals
- steps and procedures for humane destruction, emergency and suspect kills
- steps in ante-mortem inspection and recognise abnormal conditions
- symptoms of common diseases and conditions
- symptoms of major emergency or notifiable diseases
- regulatory requirements associated with emergency or notifiable diseases
- the relevant registration processes and procedures for meat inspectors at their specific plant

Assessment Conditions

Assessment of ante and post mortem inspection must be conducted in a slaughtering establishment and assessment of post mortem inspection must be at chain speed.

As a minimum, assessment must consist of the following three forms of assessment:

- a workplace referee report which documents at least 10 practice ante-mortem inspections and 100 hours of post-mortem inspection practice on the chain under the supervision of a qualified meat inspector or on plant veterinary officer (note that this may be reduced to 50 hours if this is the second post-mortem inspection unit selected) The candidate must diarise the practice including the number of livestock / carcases inspected and conditions detected and this has to be verified by a workplace supervisor or mentor
- knowledge test which must include an assessment of the candidates knowledge of common diseases and conditions as well as emergency and notifiable diseases

© Commonwealth of Australia, 2025 Skills Insight

- on-the-job assessment with assessor observation

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3133 Manage NLIS data for pigs in lairage

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to manage National Livestock Identification System (NLIS) data for pigs from the point of arrival at an abattoir and whilst they are in lairage.

This Unit is applicable for those managing and identifying the source of pigs in lairage.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPA3134 Overview of the NLIS pork

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Receive pigs	1.1 Receive accompanying documentation and check for completeness 1.2 Take corrective action for pigs that are accompanied by deficient documentation according to regulatory and workplace requirements 1.3 Carry out physical check of received stock (head count)
2. Check tags or tattoos	2.1 Check for presence of tattoos or tags to meet regulatory and company requirements 2.2 Record required information for state jurisdictions 2.3 Take corrective action for pigs that are lacking correct identification tattoos or tags according to regulatory and workplace requirements
3. Communicate issues/matters arising to internal management	3.1 Use established enterprise communication processes 3.2 Complete records of issues/matters arising and actions taken according to enterprise requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3133 Manage NLIS data for pigs in lairage

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must manage National Livestock Identification System (NLIS) data for pigs from the point of arrival at an abattoir and whilst they are in lairage.

The candidate must:

- read and interpret a National Vendor Declaration(NVD)
- read and interpret a Post Sale Summary (PSS) where relevant
- receive pigs
- check tags and tattoos
- check relevant documentation
- communicate issues/matters arising to internal management
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs) to interact with agents, saleyards or transporters, raise and explain issues and problems
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS(Pork) system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- NLIS(Pork) regulatory requirements in relation to producers and abattoirs
- Tags and shoulder tattoos, their purpose and function in the NLIS (Pork)
- purpose, nature of and regulations underpinning the use of Property Identification Codes (PICs)
- how to deal with problems relating to consignment PICs
- role and responsibilities of regulators, and other bodies in relation to PigPass and NLIS(Pork)
- status, abbreviations and what they mean, and the required actions to be taken in response

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3134 Overview of the NLIS Pork

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to work with the mob based National Livestock Identification System (NLIS) Pork.

This Unit is applicable for those purchasing livestock, receiving and managing pigs in lairage, livestock clerks, Quality Assurance managers, slaughter floor supervisors, meat authority staff and auditors.

All work should be carried out to comply with regulatory requirements, workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Describe the history of the NLIS(Pork) and its benefit to industry	1.1 Explain why the industry has implemented NLIS (Pork) 1.2 Explain the benefits of the NLIS (Pork) to industry
2. Describe the nature and function of a Property Identification Code (PIC)	2.1 Identify the component parts of a PIC 2.2 Explain the importance of the PIC to the NLIS
3. Describe and interpret the data contained on a National Vendor Declaration (NVD)	3.1 Explain the purpose of an NVD 3.2 Explain the information contained on an NVD 3.3 Interpret the importance of the various details on the NVD for an abattoir 3.4 Identify the various mistakes that can be made by producers when completing NVDs 3.5 Describe the actions that have to be taken when NVDs are incomplete or incorrectly filled in 3.6 Describe the path of the NVD from producer to processor
4. Complete a review of an NVD as received by a meat processor	4.1 Identify the important information on an NVD 4.2 Identify errors 4.3 Describe the corrective actions to be taken
5. Explain the purpose of tattoos and tags for pig and identification	5.1 Explain the purpose of tattoos and tags and the information that this provides
6. Identify the various NLIS regulations that apply to producers, saleyards and meat processors	6.1 Identify and explain the role of the various bodies associated with the NLIS 6.2 Describe the NLIS regulatory obligations for slaughtering establishments 6.3 Describe the corrective action to be taken with pigs not appropriately tagged or tattooed
7. Describe the function of the kill sheet	7.1 Explain the purpose of a kill sheet and who prepares it 7.2 Identify the various component parts of a kill sheet and the information contained in it 7.3 Explain the importance of following the kill sheet schedule

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3134 Overview of the NLIS Pork

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must describe the mob based National Livestock Identification System (NLIS) for pigs.

The candidate must:

- describe the history of the NLIS and its benefit to industry
- describe the nature and function of a PIC
- describe and interpret the data contained on an NVD
- complete a review of an NVD as received by a meat processor
- identify the various types of NLIS identification (tattoos and tags) for pigs
- identify the various NLIS regulations that apply to producers, saleyards and meat processors
- describe the function of the kill sheet
- take appropriate steps to minimise workplace health and safety risks when working with livestock

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the NLIS(Pork) system, including the origin and nature of the system, its commercial importance, role in food safety and importing country requirements, role in traceability
- the fundamental benefits of the NLIS to industry
- NLIS identification systems (tattoos and tags) and their purpose and function in the NLIS
- NLIS regulatory requirements in relation to abattoirs
- the purpose of a (National Vendor Declaration) NVD
- the information contained on an NVD
- the nature and purpose of Property Identification Codes
- purpose, nature of and regulations underpinning the use of PICs
- the role of Post-Sale Summaries (PSSs)

© Commonwealth of Australia, 2025 Skills Insight

- the function of the kill sheet

Assessment Conditions

Assessment must be conducted in the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA3135 Perform ante and post-mortem inspection - Calves

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform ante-mortem and post-mortem inspection duties on calves in accordance with the Australian Standard.

This unit is applicable to those who seek employment and registration as a meat inspector in either the domestic or export processing sectors.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen Knives

AMPA3002 Handle animals humanely while conducting ante-mortem inspection

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify regulatory requirements for calves	1.1 Explain sources of calves for slaughter 1.2 Identify regulatory requirements for the handling and processing of calves
2. Identify the main reasons for ante-mortem inspection	2.1 Explain reasons for ante-mortem inspection 2.2 Identify regulatory requirements associated with ante-mortem inspection
3. Perform ante-mortem inspection on cattle and/or buffalo	3.1 Identify and explain procedures and principles of humane handling of calves 3.2 Detect and identify signs of common conditions responsible for abnormalities at ante-mortem 3.3 Identify procedures for humane destruction 3.4 Identify procedures for emergency and suspect slaughter 3.5 Perform ante-mortem inspection on calves according to relevant workplace health and safety and regulatory requirements 3.6 Identify Quality Assurance aspects of ante-mortem inspection
4. Make disposition as a result of inspection and take appropriate action	4.1 Identify and describe common diseases and conditions responsible for abnormalities in calves 4.2 Segregate suspect stock according to regulatory and workplace requirements 4.3 Identify signs of emergency or notifiable diseases that could be seen at ante-mortem 4.4 Describe emergency or notifiable disease procedures as set out in the relevant regulations

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
5. Identify base anatomical structure systems of cattle or buffalo	5.1 Identify organs of calves 5.2 Identify and explain lymphatic, circulatory, digestive, urinary, nervous and respiratory systems 5.3 Identify basic skeletal structure of cattle and/or buffalo
6. Identify the main reasons for post-mortem inspection	6.1 Identify reasons for post-mortem inspection 6.2 Identify regulatory requirements associated with post-mortem inspection
7. Perform post-mortem inspection of cattle or buffalo	7.1 Follow procedures for post-mortem inspection 7.2 Identify and detect abnormalities 7.3 Perform post-mortem inspection on calves in accordance with regulatory requirements, hygiene and sanitation requirements and workplace health and safety requirements, in a work environment and under normal production conditions 7.4 Identify Quality Assurance (QA) requirements of post-mortem inspection
8. Make disposition	8.1 Detect and identify common diseases and conditions responsible for abnormalities for calves 8.2 Identify and explain symptoms of notifiable diseases

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
9. Treat affected carcase appropriately	9.1 Treat carcase in accordance with regulatory, hygiene and sanitation, and workplace health and safety requirements 9.2 Demonstrate anatomical knowledge of carcase in the disposition process
10. Monitor stunning and slaughter of animals	10.1 Identify requirements for effective stunning and slaughter 10.2 Ensure animals are stunned and bled according to workplace and regulatory requirements 10.3 Take corrective action in the event of ineffective stunning or bleeding
11. Describe the procedures followed for retained carcase on the slaughter floor	11.1 Identify and describe procedures for retained carcase in accordance with workplace and regulatory requirements
12. Identify and use Personal and Protective Equipment (PPE) required to perform post-mortem inspection	12.1 Identify and explain the purpose of the PPE equipment required for post-mortem inspection 12.2 Use equipment in accordance with QA and workplace requirements 12.3 Use, maintain and store Personal Protective Equipment (PPE) in accordance with workplace health and safety requirements

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
13. Take pathological and residue samples to assist in determining disposition	13.1 Identify tissue necessary for determining dispositions and/or routine testing 13.2 Collect and submit specimens according to workplace procedures 13.3 Interpret results 13.4 Retain carcases awaiting results according to workplace procedures

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA3135 Perform ante and post-mortem inspection - Calves

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must perform the ante-mortem and post-mortem inspection of calves to Australian Standards and other relevant regulatory requirements in a workplace environment under normal operating conditions.

The candidate must:

- perform ante-mortem inspection in accordance with the Australian Standard and where relevant other importing country requirements
- describe principles and procedures for humane handling
- identify common diseases and conditions found at ante-mortem
- describe symptoms of emergency or notifiable diseases
- make correct dispositions for the emergency, notifiable and common diseases and conditions found at ante mortem in accordance with the Australian Standard
- segregate suspect animals in accordance with the Australian Standard and / or importing country requirements
- identify the steps and procedures for humane destruction, emergency and suspect kills
- identify the organs, skeletal structure and elements of the lymphatic, circulatory, digestive, urinary, nervous and respiratory systems relevant to meat inspection duties
- perform post-mortem inspection in accordance with the Australian Standard and, where relevant, other importing country requirements
- identify common diseases and conditions found at post-mortem
- describe the symptoms of emergency and notifiable diseases found at post mortem
- make correct dispositions for the common, emergency and notifiable diseases and conditions in accordance with the Australian Standard
- treat carcases and offal in accordance with the Australian Standard and/or importing country requirements
- monitor restraint, stunning and bleeding in order to detect, assess and report animal welfare issues
- take and dispatch samples for mandated testing

© Commonwealth of Australia, 2025 Skills Insight

- treat carcases being held for test results in accordance with regulatory or importing country requirements
- perform inspection duties in accordance with workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the physiology and anatomy of cattle and/or buffalo
- the Australian Standard procedures for the ante and post mortem inspection of calves
- additional inspection procedures relevant to the plant where assessment of the trainee is taking place
- humane and efficient slaughtering techniques including restraint, stunning and bleeding
- procedures for retaining carcases
- carcase sampling and testing
- workplace health and safety hazards and work place requirements
- role of equipment for meeting hygiene and sanitation and workplace requirements
- correct technique for incision of parts and organs
- procedures for disposal of condemned carcase
- procedures for identifying, collecting and submitting specimens
- segregation requirements for suspect animals
- steps and procedures for humane destruction, emergency and suspect kills
- steps in ante-mortem inspection and recognise abnormal conditions
- symptoms of common diseases and conditions
- symptoms of major emergency or notifiable diseases
- regulatory requirements associated with emergency or notifiable diseases
- the relevant registration processes and procedures for meat inspectors at their specific plant

Assessment Conditions

Assessment of ante and post mortem inspection must be conducted in a slaughtering establishment and assessment of post mortem inspection must be at chain speed.

As a minimum, assessment must consist of the following three forms of assessment:

- a workplace referee report which documents at least 10 practice ante-mortem inspections and 100 hours of post-mortem inspection practice on the chain under the supervision of a qualified meat inspector or on plant veterinary officer (note that this may be reduced to 50 hours if this is the second post-mortem inspection unit selected) The candidate must diarise the practice including the number of livestock / carcases inspected and conditions detected and this has to be verified by a workplace supervisor or mentor
- knowledge test which must include an assessment of the candidates knowledge of common diseases and conditions as well as emergency and notifiable diseases
- on-the-job assessment with assessor observation

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA400 Utilise refrigeration index

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to use the Refrigeration Index (RI) to validate compliance of a chilling and freezing process.

The Export Control Orders (ECO), which came into effect in July 2005, require the validation of all chilling processes using the RI.

This unit is applicable to Quality Assurance (QA) staff and regulators who utilise the RI to validate compliance of a chilling or freezing process.

The unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Define the RI	1.1 Explain RI measure and the uses of predictive microbiological model 1.2 Identify regulatory requirements for process compliance using the RI 1.3 Identify factors affecting microbial growth 1.4 Identify RI model parameters
2. Collect temperature data for RI	2.1 Set up data logger correctly 2.2 Place temperature sensor in product, taking into account the point of microbiological concern and recommended placement 2.3 Process time-temperature data into correct format for RI calculator
3. Select and define process to be validated	3.1 Define process in terms of output 3.2 Define production lot 3.3 Identify variables in the process 3.4 Identify number of measurements required 3.5 Identify when and where data collection should occur 3.6 Identify RI criteria
4. Calculate RI index	4.1 Load and open software 4.2 Select correct calculator options for process being validated 4.3 Calculate RI for process to be validated
5. Utilise RI to validate process	5.1 Compare RI with ECO requirements 5.2 Assess appropriateness of the data where RI does not comply 5.3 Take action to correct a non-conforming process 5.4 Make decisions on production disposition for a refrigeration breakdown
6. Document a validation process using the RI	6.1 Describe purpose, process and arrangements for validation 6.2 Describe data collection methods and calculation options used and summarise data collected 6.3 State validation decision

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMP401B Utilise refrigeration index	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA400 Utilise refrigeration index

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must use the Refrigeration Index (RI) to validate compliance of a chilling and freezing process.

The candidate must demonstrate ability to:

- define a process and the relevant variables
- plan and manage the collection of data for a validation exercise
- arrange and document the validation of a chilling process using the RI
- input data into the RI index
- identify and resolve data inconsistencies
- process data into the correct format for the RI calculator
- review RI calculated and make decisions on process validation or product disposition
- maintain currency of knowledge and techniques through informal learning and personal research utilising resources including the internet, industry journals, Department of Agriculture notices and conference workshops
- identify and apply relevant workplace health and safety, regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- growth phases of microbes
- purpose of predictive microbiological models
- how and why RI is used
- parameters of the RI model
- product disposition using the RI

© Commonwealth of Australia, 2025 Skills Insight

- ECO criteria for RI
- requirements for data collection
- different RI calculator options
- documentation requirements for process validation using RI
- factors affecting the growth of microbes
- meaning of log values
- regulatory requirements underpinning use of the RI

Assessment Conditions

Competency must be demonstrated utilising the RI calculator.

Assessment may involve processing real or simulated data.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA401 Implement a Meat Hygiene Assessment program

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to implement all aspects of a product and process monitoring system in a slaughter floor and/or boning room.

Process and product monitoring systems are mandatory in all meat industry export works and staff undertaking monitoring duties must be trained in these systems.

This unit is applicable to regulatory, Quality Assurance (QA) and supervisory staff overseeing the implementation of a Meat Hygiene Assessment (MHA) program in a meat processing plant.

All work is carried out to comply with workplace procedures, MHA program requirements and appropriate legislation.

This unit applies to individuals who take responsibility for their own work and undertake a range of routine and non-routine activities.

This unit must be delivered in the context of Australian meat processing standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Monitor carcase product	1.1 Select samples for assessment according to approved sampling plan 1.2 Conduct assessment using appropriate facilities, lighting and time 1.3 Monitor products for defects according to agreed criteria and classification 1.4 Scan carcases using approved scanning lines 1.5 Record defects using correct forms or electronic system 1.6 Implement immediate corrective action 1.7 Monitor carcases according to workplace requirements for hygiene and sanitation, and workplace health and safety
2. Monitor offal and/or assess carton meat	2.1 Select samples for assessment according to approved sampling plan 2.2 Conduct assessment using appropriate facilities, lighting and time 2.3 Monitor offal and/or carton meat for defects according to agreed criteria and classification 2.4 Record defects using correct forms or electronic system 2.5 Identify levels for triggering corrective actions 2.6 Implement corrective action immediately 2.7 Monitor offal and/or carton meat according to workplace requirements for hygiene and sanitation, and workplace health and safety
3. Monitor process	3.1 Monitor process according to enterprise monitoring plan 3.2 Record results on appropriate process monitoring sheets 3.3 Rate process according to established criteria 3.4 Implement corrective action immediately 3.5 Calculate and record a conformity index after each process monitoring exercise 3.6 Monitor process according to workplace requirements for hygiene and sanitation, and workplace health and safety 3.7 Track results of process monitoring over time and reconcile with product monitoring outcomes

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
4. Analyse data gathered	4.1 Plot product and process monitoring results on simple trend charts 4.2 Plot product and process monitoring result on control charts 4.3 Interpret trends and take remedial or corrective actions where necessary
5. Implement MHA program	5.1 Prepare and implement work instructions for monitoring activities

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMP402B Implement a Meat Hygiene Assessment program	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA401 Implement a Meat Hygiene Assessment program

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must implement a Meat Hygiene Assessment program.

The candidate must:

- monitor product for defects according to the MHA program
- identify and resolve data inconsistencies
- monitor the process for conformity with the plant's HACCP-based QA system in accordance with the MHA program
- observe hygiene and sanitation requirements when monitoring product and process
- graph and interpret trends in product and process monitoring results
- instigate corrective and preventative actions when appropriate
- apply relevant communication and mathematical skills
- comply with workplace health and safety requirements when monitoring product and process
- maintain currency of knowledge and techniques through informal learning, regular professional development or personal research
- provide relevant information to work colleagues to facilitate understanding of, and compliance with, the applicable standards and regulations
- record the monitoring results accurately

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- purpose of an MHA program
- classification of defects
- when and how corrective actions should be taken in response to monitoring outcomes

© Commonwealth of Australia, 2025 Skills Insight

- types and purposes of control charts
- purpose of trend charts
- what a trend is and why it is important when monitoring process and product
- how to undertake process compliance monitoring
- how to implement the approved sample plan for product monitoring
- purpose of the process conformity index
- types of defects to be identified in carcase, offal and carton product
- relevant regulatory requirements

Assessment Conditions

Assessment must occur in an operating abattoir or boning room. This unit must be delivered in the context of Australian meat processing standards and regulations.

Competency must be demonstrated when implementing a real MHA program.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA402 Oversee plant compliance with the Australian standards for meat processing

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to oversee compliance with the relevant Australian Standards for meat processing in abattoirs and boning rooms.

Some state meat authorities will require competency in this unit to prove currency when meat inspectors, who have been out of the industry for some time, seek re-registration.

This unit is applicable to meat inspectors, supervisors and Quality Assurance personnel responsible for ensuring a meat processing plant complies with the relevant Australian Standards.

This unit must be delivered in the context of Australian meat processing standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Identify major regulatory requirements relevant to meat processing plants supplying the domestic market	1.1 Identify relevant legislation and its application to meat processing plants 1.2 Identify relevant Australian Standards in legislation 1.3 Identify the agency responsible for the enforcement of this legislation 1.4 Explain process for registration of a domestic meat processing plant 1.5 Describe registration process for meat inspectors
2. Identify and describe requirements of the Australian Standard	2.1 Describe nature of Approved Arrangements and pre-requisite programs 2.2 Describe and explain meat inspection requirements of the Australian Standard 2.3 Describe and explain disposition requirements of the Australian Standard 2.4 Describe requirements for reporting exotic or notifiable diseases
3. Identify government review and audit processes	3.1 Identify relevant government agencies regulating the meat industry at state level 3.2 Describe review and audit processes used by agencies to ensure compliance with the Australian Standard
4. Oversee compliance with the Australian Standard	4.1 Participate in internal verification activities for compliance 4.2 Prepare for external review or audit 4.3 Manage external review or audit of compliance 4.4 Close out corrective action requests from external or internal audits

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMP403B Oversee plant compliance with the Australian standards for Meat Processing	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA402 Oversee plant compliance with the Australian standards for meat processing

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must oversee plant compliance with the Australian standards for meat processing.

The candidate must:

- apply relevant communication and mathematical skills
- identify and resolve data inconsistencies
- maintain currency of knowledge and techniques through informal learning, regular professional development and personal research
- demonstrate initiative and creativity in proposing solutions and contributing to the development of appropriate actions to close out corrective action requests
- identify and apply relevant workplace health and safety, and workplace requirements
- provide relevant information to work colleagues to facilitate understanding of, and compliance with the Australian Standards and associated regulations
- use technology to access information, prepare reports, and to access and prepare relevant data

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- the legislation and regulations relevant to meat processing in their jurisdiction
- the Australian Standard for the hygienic production and transportation of meat and meat products for human consumption
- livestock identification processes and procedures
- how to prepare for an internal or external audit
- meat industry data collection systems and reporting requirements
- how to close out corrective action requests from external or internal audits

© Commonwealth of Australia, 2025 Skills Insight

- reporting requirements for emergency and notifiable diseases
- Animal Welfare Standards and requirements as called up by State regulations

Assessment Conditions

Competency must be demonstrated in terms of specific legislation relevant to export or domestic meat processing plants.

Assessment must occur in the context of simulated breaches and simulated review processes. Assessment must involve using the current Australian Standards.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA403 Apply meat science

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to apply meat science to the eating quality of meat and to interpret scientific data to predict probable impacts on meat eating quality.

It is a Meat Standards Australia (MSA) requirement that enterprises with a licence Level 1(b) have a MSA Coordinator who has completed this unit or a MSA approved equivalent unit.

The skills and knowledge gained from this unit will enable an individual to interpret meat processing data and to recommend improvements to control and enhance the eating quality of meat products.

This unit is suitable for people working in the red meat industry in a Quality Assurance (QA) or management role.

MSA requirements include adherence to the MSA Standards Manual for Grading, MSA Standards Manual for Saleyard Consignment and MSA Standards Manual for Trade Mark Usage.

This unit must be delivered in the context of Australian meat processing standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Apply knowledge of muscle structure and biochemistry to meat quality and the factors that affect it	1.1 Explain biological mechanisms (both pre and post slaughter) that affect meat quality in beef 1.2 Identify the pattern of tissue development in the body and the pattern of deposition within the muscle and fat deposits, including the extent to which the composition of fat deposits can be manipulated by production factors 1.3 Identify structure of skeletal muscles in terms of the myofibre and connective tissue components and the effect these structures have on eating quality 1.4 Identify biochemical events that occur in muscle early post-mortem and their significance in subsequent meat quality
2. Identify production and pre-slaughter factors that affect meat quality	2.1 Identify impacts of production factors on meat quality 2.2 Explain pre-slaughter factors
3. Identify processing factors that impact eating quality	3.1 Explain pH/temperature window and how it impacts palatability 3.2 Describe role of electrical stimulation in controlling the rate of glycolysis in the carcase 3.3 Explain impact of stretching muscles pre-rigor on palatability 3.4 Describe process of ageing, its impact on tenderness and methods for extending the storage life of fresh meat including the application of packaging technologies 3.5 Describe impact of cooking on palatability of meat
4. Describe quality attributes of meat	4.1 Identify factors that control changes in colour of fresh meat 4.2 Describe development of marbling fat and its impact on palatability 4.3 Explain impact of drip on both the appearance and palatability of meat
5. Identify and evaluate the MSA cuts based grading scheme	5.1 Explain Palatability Analysis Critical Control Points (PACCP) approach to meat grading 5.2 Describe principles behind the development of the MSA carcase pathways system, including tasting protocols 5.3 Establish impact of various production, processing and value-adding inputs on the palatability of beef using the MSA model

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	5.4 Evaluate potential benefits of a cuts-based grading system to various industry sectors 5.5 Analyse alternative grading schemes and their various attributes
6. Interpret and analyse data to predict probable impacts on meat eating quality	6.1 Predict probable impacts of production and processing on meat quality 6.2 Identify potential solutions for eating quality problems

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMP404B Apply meat science	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA403 Apply meat science

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must apply meat science.

The candidate must:

- explain the processing factors that impact on eating quality, including pH, electrical stimulation, ageing and stretching, to relevant personnel involved in the production process
- apply relevant communication skills when explaining scientific principles simply and clearly
- collate and analyse eating quality data
- maintain currency of knowledge through independent research or professional development
- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- identify and recommend improvements that could be made to improve meat eating quality to management

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- consumer taste testing protocols and how they have been used to set grade standards and develop the cuts-based grading system
- factors that control changes in colour of fresh meat and other quality factors including drip and marbling which impact on both appearance and palatability
- factors that occur between the knocking box and chiller assessment and their impact on meat palatability
- visual and palatability attributes of meat quality that are important to customers
- physical and chemical changes that occur when meat is cooked
- anatomical and biochemical determinants of meat palatability

© Commonwealth of Australia, 2025 Skills Insight

- factors in animal husbandry, transport, lairage, slaughter, carcase storage, packaging, further processing and cooking that will impact on tenderness and palatability
- minimum standards of enterprise performance as specified in relevant regulations

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Competency must be assessed in the workplace or under simulated conditions. Assessment is to occur under standard and authorised work practices, safety requirements and regulatory requirements.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA404 Conduct and validate pH and temperature declines to MSA standards

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit covers the skills and knowledge required to accurately calibrate and maintain pH equipment, conduct pH and temperature declines and weekly monitoring, as well as to validate results to ensure conformance to the pH and temperature window.

It is a license requirement for Meat Standards Australia (MSA) enterprises to achieve the pH and temperature window.

The skills and knowledge gained from this unit will allow individuals to monitor pH or temperature window to AUS-MEAT and MSA standards. This unit is suitable for people working in Quality Assurance (QA) or a company grading role.

This unit must be delivered and assessed using Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Operate and calibrate pH equipment	1.1 Conduct temperature calibrations 1.2 Conduct pH calibrations
2. Conduct monthly and weekly monitoring of the pH or temperature window	2.1 Demonstrate correct technique for pH and temperature measurement 2.2 Collect necessary information for validating monitoring 2.3 Collect valid and sufficient readings 2.4 Record and report results
3. Analyse results of pH and temperature monitoring	3.1 Recognise effects of heat shortening and cold shortening 3.2 Identify pH and temperature window
4. Suggest corrective action plans for window non-conformance	4.1 Identify and evaluate factors impacting on pH or temperature window conformance 4.2 Identify reasons for non-conformance 4.3 Conduct trials to achieve window conformance

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMP405B Conduct and validate pH/temperature declines to Meat Standards Australia standards	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA404 Conduct and validate pH and temperature declines to MSA standards

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must conduct and validate pH and temperature declines to MSA standards.

The candidate must:

- collect information on live animals for use in pH and temperature monitoring
- conduct monthly and weekly monitoring of the pH and temperature window
- observe, time and follow carcases through the slaughter floor recording the following:
  - carcase information
  - chiller number
  - immobiliser information (if applicable)
  - rigidity probe information (if applicable)
  - stimulation information (if applicable)
  - time entering the chiller
  - time stunned
- analyse results to verify conformance
- apply relevant communication and mathematical skills
- generate individual and lot average graphs to show pH and temperature window conformance
- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- maintain currency of knowledge through professional development or self-directed research
- operate and calibrate pH and temperature readings
- suggest corrective action procedures

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- the scope and nature of MSA standards
- impact of electrical stimulation on pH decline
- impact of chilling factors on pH and temperature decline
- how the time it takes a carcase to reach the chiller can impact on the rate of pH decline
- pH and temperature window
- how cold shortening occurs and characteristics of cold shortened product
- how heat shortening occurs and characteristics of heat shortened product
- how other electrical inputs can impact the rate of pH decline
- the impact of slaughter floor temperature on rate of pH and temperature decline
- glycogen and the relationship between stress and pH
- what pH is and its importance for eating quality

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

The application of competency is to be assessed in the workplace. Assessment is to occur under standard and authorised work practices, safety requirements and regulatory requirements.

A minimum of three forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA405 Develop and implement Quality Assurance program for a rendering plant

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to develop and implement a Quality Assurance (QA) program for a rendering plant.

This unit is suitable for people working in the rendering sector. Work must involve interaction between staff and the individual and a detailed understanding of the rendering process.

This unit must be delivered in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Develop a QA program for rendering plant	1.1 Develop process flow chart for rendering plant 1.2 Identify Control and Critical Control Points (CCPs) 1.3 Identify procedures to be carried out at control and CCPs

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	1.4 Validate critical limits 1.5 Develop operations manual, monitoring sheets and verification procedures
2. Implement the QA program at the rendering plant	2.1 Clearly explain QA procedures and requirements to relevant personnel 2.2 Coach and mentor staff when introducing work instructions and operating procedures 2.3 Introduce and monitor verification and recording procedures 2.4 Conduct internal audit to verify program

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMP406A Develop and implement Quality Assurance program for a rendering plant	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA405 Develop and implement Quality Assurance program for a rendering plant

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

Candidates must be able to develop and implement a QA program that meet the requirements of current Australian Standards and relevant legislation.

The candidate must:

- develop an implementation plan
- develop and document work instructions and Standard Operating Procedures (SOPs)
- establish and validate critical limits
- explain the process flow chart for the rendering operation
- form, instruct and lead a Hazard Analysis Critical Control Point (HACCP) team
- identify and observe workplace health and safety requirements
- identify and manage environmental hazards
- identify corrective action
- identify CCPs for QA monitoring
- identify hazards
- implement the QA program
- mentor staff implementing the procedures
- prepare a HACCP chart for rendering operations
- use relevant communication skills
- verify the program using sampling, testing and auditing

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- verification and validation procedures
- regulations, standards and workplace requirements affecting rendering operations

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment can be conducted in actual or simulated environments.

The following three forms of assessment must be used:

- written test or quiz
- workplace referee report
- on the job assessment with assessor observation

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA406 Inspect transportation container or vehicle

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to apply regulatory and workplace requirements for the inspection of meat transport containers and vehicles.

Inspection of containers and trucks prior to the transport of meat products is a mandatory requirement and is undertaken by meat safety and/or Quality Assurance (QA) officers.

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Inspect meat transport container or vehicle	1.1 Identify regulatory and workplace requirements for vehicles and containers 1.2 Identify and explain sources of potential contamination 1.3 Inspect meat transport vehicle or container for compliance with licensing requirements 1.4 Inspect meat transport vehicle or container for compliance with regulatory and workplace requirements 1.5 Take corrective action if vehicles or containers do not meet workplace or regulatory requirements 1.6 Complete reports to workplace requirements 1.7 Observe workplace health and safety requirements whilst conducting inspections

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP408A Inspect transportation container/vehicle.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA406 Inspect transportation container or vehicle

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must apply regulatory and workplace requirements for the inspection of meat transport containers and vehicles.

The candidate must:

- assess vehicle against workplace and regulatory standards and requirements
- identify non-conformance in hygiene and sanitation, workplace health and safety, and licensing requirements
- apply mathematical applications relevant to work instructions and Standard Operating Procedures (SOPs)
- follow enterprise and regulatory inspection procedures for meat transport vehicles
- prepare reports clearly and concisely in standard formats
- follow workplace health and safety requirements whilst conducting inspections
- take corrective action if vehicle or container does not meet workplace or regulatory requirements

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- potential sources of contamination
- regulatory and enterprise hygiene and sanitation requirements related to inspection of meat transport vehicles or containers
- licensing and registration requirements for meat transport vehicles

Assessment Conditions

Assessment has to utilise actual containers or vehicles for inspection activities.

Candidates must be able to implement current regulatory requirements.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA407 Contribute to abattoir design and construction processes

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This describes the skills and knowledge required to assess the suitability of abattoir design and construction.

This unit is applicable to individuals who review and approve abattoir designs. It is also applicable to individuals who are responsible for planning new meat establishments or extensions to existing plants.

This unit must be delivered in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Assess proposed site for a meat processing	1.1 Identify workplace production requirements 1.2 Assess site suitability for a meat processing establishment in

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
plant	terms of regulatory requirements 1.3 Identify factors that will affect key stakeholders in the site
2. Assess the design and construction of a proposed meat processing establishment	2.1 Identify and apply relevant regulations and importing country requirements, for the design and construction of a meat processing establishment 2.2 Identify and apply all statutory and practical requirements for Quality Assurance (QA), animal welfare, workplace health and safety, and hygiene and sanitation to the design 2.3 Assess yard design in terms of achieving safe, effective and efficient movement of stock 2.4 Assess design in terms of achieving effective and efficient product flow and separation of edible and inedible products

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMP409A Maintain abattoir design and construction standards	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA407 Contribute to abattoir design and construction processes

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must maintain abattoir design and construction standards.

The candidate must:

- assess plans for a meat processing establishment against regulatory requirements
- describe the layout, operation, stock and product flow of a range of meat processing establishments
- identify elements of production process design that demonstrate efficient, hygienic and practical production procedures for edible and inedible products
- consult with relevant stakeholders to ensure all requirements are addressed
- identify and apply relevant workplace requirements
- interpret flow charts and plans relating to the design and construction of meat processing plants
- prepare reports relevant to the task
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- relevant statutory requirements for design and construction of abattoirs to meet hygienic production, workplace health and safety, and animal welfare requirements
- critical points in meat processing establishments that relate to design

Assessment Conditions

Plans can be assessed in simulated situations but must be assessed against current legislation and codes.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must be undertaken utilising realistic plans for slaughtering or boning facilities.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA408 Inspect wild game meat

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to inspect wild, field-shot game meat during processing.

This unit is only applicable to those inspecting wild, field-shot game carcases in a processing plant.

No occupational licensing, legislative or certification requirements are know to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Describe wild game meat classification requirements	1.1 Identify animal habitat in accordance with workplace requirements 1.2 Identify and classify wild game meat in accordance with workplace and regulatory requirements
2. Identify distinguishing characteristics and features of game animals	2.1 Identify differences between game and non-game species 2.2 Identify structure, location and function of varying body systems

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	2.3 Identify organoleptic or sensory differences between game and non-game animals
3. Inspect wild game meat	3.1 Inspect wild game meat in accordance with regulatory, hygiene and sanitation, and workplace health and safety requirements 3.2 Detect and identify abnormalities in wild game meat 3.3 Identify major diseases and defects of game 3.4 Inspect carcase parts and organs in accordance with workplace and regulatory requirements 3.5 Make dispositions according to regulatory and workplace requirements 3.6 Complete reporting and recording requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMP411B Inspect wild game meat	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA408 Inspect wild game meat

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must inspect wild game meat.

The candidate must:

- list the main wild game meat animals
- list and describe major diseases and defects of game
- identify and apply relevant workplace health and safety requirements
- inspect wild game meat in accordance with workplace and regulatory requirements
- identify abnormalities or diseases in wild game meat
- access and explain regulatory requirements for wild game meat inspection
- complete mathematical operations required to calculate or establish regulatory compliance
- identify useful learning resources when working with unfamiliar species
- identify sources of contamination and take corrective action
- take action to improve work performance as a result of self-evaluation, feedback from others, or changed work practices or technology
- use relevant communication skills
- work with processing team to ensure carcases are presented correctly and in a timely manner

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- requirements for classifying animals or carcases as wild game
- basic structure of game animals
- regulatory requirements for handling wild game meat
- distinguishing characteristics and features between the game and non-game animal

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency need only be demonstrated on the inspection of one game species.

Assessment must include utilising wild game field shot carcases.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA409 Inspect poultry

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to inspect poultry.

This unit is applicable to meat inspection and Quality Assurance (QA) staff responsible for performing ante-mortem and post-mortem inspection of poultry.

The unit must be delivered in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify conditions of poultry	1.1 Identify anatomical characteristics of poultry 1.2 Identify signs of common conditions and defects 1.3 Make dispositions according to regulatory and workplace requirements 1.4 Identify major exotic and notifiable diseases affecting poultry

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	and their signs and symptoms 1.5 Take appropriate action upon identification of suspect birds, following workplace and regulatory requirements 1.6 Complete reporting and recording requirements
2. Identify relevant necessary processing standards	2.1 Identify relevant Australian Standards for poultry processing 2.2 Identify hygiene and sanitation requirements for each step of processing 2.3 Identify QA requirements including monitoring and auditing requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMP412A Inspect poultry	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA409 Inspect poultry

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must inspect poultry.

The candidate must:

- perform poultry inspection in accordance with regulatory and workplace requirements
- work with processing team to inspect poultry and identify suspect birds in an efficient and timely manner
- identify symptoms and signs of exotic or notifiable diseases
- report exotic or notifiable diseases promptly, accurately and clearly
- identify and apply relevant health and safety and workplace requirements
- apply mathematical operations in order to establish regulatory compliance
- identify and describe the QA programs operating in poultry plants
- identify and use relevant workplace information and documentation
- identify sources of repeated contamination and work with processing team to rectify the problem
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- steps in poultry processing
- major diseases and defects found in poultry
- procedures for reporting exotic or notifiable diseases in poultry
- symptoms of exotic or notifiable diseases
- major food safety hazards at each step of poultry processing
- basic anatomical structure of poultry

© Commonwealth of Australia, 2025 Skills Insight

- relevant regulatory requirements including Australian Standards and the various requirements for processing poultry
- hygiene and sanitation requirements for poultry processing

Assessment Conditions

Competency should be demonstrated against current Australian Standards and regulations.

Assessment should utilise poultry carcases and actual examples of pathology.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA410 Inspect ratites

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to inspect emus and ostriches.

This unit is applicable to meat safety and Quality Assurance (QA) officers working in an emu and/or ostrich processing plant.

This unit must be delivered using Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify anatomical and physiological properties specific to ratites	1.1 Identify structure of body system
2. Perform ante-mortem inspection	2.1 Identify procedures and principles for humane handling of ratites in accordance with hygiene and sanitation, workplace

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	health and safety, and workplace requirements 2.2 Handle ratites humanely according to animal welfare regulations 2.3 Identify signs of common conditions during ante-mortem inspection and deal with them accordingly 2.4 Perform ante-mortem inspection in accordance with workplace health and safety and regulatory requirements 2.5 Identify QA issues relating to animal handling during ante-mortem inspection 2.6 Identify procedures for emergency and suspect slaughter 2.7 Complete reporting and recording requirements
3. Assess suitability for slaughter	3.1 Identify diseases and conditions affecting ratite suitability for slaughter and initiate appropriate action 3.2 Identify the signs of major exotic and notifiable diseases and report according to regulatory requirements 3.3 Take appropriate remedial action
4. Perform post-mortem inspection	4.1 Perform post-mortem inspection in accordance with regulatory requirements 4.2 Identify and detect abnormalities in ratites 4.3 Make disposition according to Australian Standards and work instructions 4.4 Identify exotic and notifiable diseases 4.5 Complete reporting and recording requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMP413A Inspect ratites	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA410 Inspect ratites

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must inspect ratites. Evidence must demonstrate the candidate's consistency of performance over time on at least one species of ratite.

The candidate must:

- perform ante-mortem and post-mortem inspection on ratites according to the Australian Standard
- notify relevant authorities promptly following identification of exotic or notifiable diseases
- prepare notification reports, including technical information for internal personnel and external authorities
- work with processing team to inspect ratites and identify suspect birds in an efficient and timely manner
- research and identify legislation and Australian Standards applicable to processing ratites
- apply mathematical operations to establish regulatory compliance
- identify and use relevant workplace information and documentation
- identify common conditions and exotic and notifiable diseases in ratites
- identify sources of repeated contamination and work with processing team to rectify problems
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- basic anatomical structure of ratites
- specific hygiene and sanitation requirements associated with ratite processing
- specific structural requirements for ratite processing
- potential hazards associated with ratite processing
- dressing and storage requirements for ratites
- major diseases and defects in ratites
- main products and by-products associated with ratite processing

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated in a ratite processing plant.

Assessment must include ratite carcases and actual examples of pathology.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA411 Oversee humane handling of animals

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to oversee the handling and, where applicable, the slaughtering of animals by a range of company personnel and/or government inspection staff to meet regulatory requirements.

Ensuring animals are produced, handled and slaughtered humanely is the responsibility of both regulatory authorities and companies. This unit is therefore applicable to meat safety officers, lairage supervisors, Animal Welfare Officers and Quality Assurance (QA) Officers in meat processing establishments, and livestock transport and saleyard staff.

This unit must be delivered in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Oversee humane	1.1 Identify potential animal welfare risks and existing

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
handling of animals	management procedures 1.2 Identify animal welfare requirements in legislation, regulation and workplace procedures 1.3 Oversee handling of animals in accordance with workplace and regulatory requirements 1.4 Monitor procedures for minimising animal stress and preventing injury
2. Oversee humane euthanasia or slaughter of animals	2.1 Oversee effective restraint and stunning (where appropriate), prior to euthanasing or slaughtering of animals to ensure compliance with workplace and regulatory requirements 2.2 Oversee bleeding of animals to ensure compliance with workplace and regulatory requirements 2.3 Oversee monitoring of bleed chain insensibility to ensure compliance with workplace and regulatory requirements
3. Oversee facilities, equipment and people involved with the handling of animals	3.1 Oversee facilities, equipment, and people handling and slaughtering animals in accordance with workplace and regulatory requirements 3.2 Monitor data about bruising and hide or pelt damage and take corrective action where appropriate
4. Handle contingencies	4.1 Oversee handling of sick or injured stock in accordance with workplace and regulatory requirements 4.2 Oversee handling of wild or uncooperative animals in accordance with workplace and regulatory requirements 4.3 Interpret and implement contingency plans for managing animal welfare

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMP414A Oversee humane handling of animals	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA411 Oversee humane handling of animals

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- explain consequences of incorrect animal handling techniques
- explain why correct animal handling helps ensure that meat attains an acceptably low ultimate pH
- work effectively as an individual and as part of a team
- ensure bruising and/or hide or pelt damage due to livestock handling is minimised
- ensure stock handlers remain calm and are not injured or put at risk of injury
- ensure stress in animals is minimised through correct handling
- identify and apply relevant animal welfare and workplace health and safety requirements
- monitor the handling of livestock to ensure minimisation of stress
- identify sick and injured stock
- identify features of effective restraint, stun and bleed and/or oversee humane destruction
- monitor bleed chain insensibility
- plan stock movement to meet production requirements and minimise stress
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- regulatory and workplace requirements for the humane handling and slaughtering of animals
- animal welfare standards and regulations
- strategies to minimise stress to livestock
- the stunning and bleeding process and/or humane destruction requirements
- causes of ineffective stunning and bleeding

© Commonwealth of Australia, 2025 Skills Insight

- regulatory and workplace requirements for monitoring stunning and bleeding

Assessment Conditions

Competency must be demonstrated against the current animal welfare codes and regulations. Assessment must involve handling livestock in working stockyards or slaughtering premises. This may take the form of supervising or auditing livestock handling or slaughtering operations.

A minimum of three different forms of evidence is required to demonstrate competency.

As a minimum, these must include:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPA412 Conduct an animal welfare audit of a meat processing plant

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to conduct an audit of animal welfare prior of slaughter and an animal welfare audit of the slaughter process.

This unit is for individuals who are employed to undertake animal welfare audits at a slaughtering establishment.

It is anticipated that this unit will complement existing auditor training by providing animal welfare related information.

Animal welfare audits conducted under this unit must be carried out in accordance with the Industry Animal Welfare Standards for Livestock Processing Establishments Preparing Meat for Human Consumption.

This unit must be delivered in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPA411 Oversee humane handling of animals

AMPX404 Conduct an internal audit of a documented program

MTMP2010A Apply animal welfare and handling requirements

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify relevant animal welfare regulations and standards	1.1 Identify and interpret relevant regulations and legislation about animal welfare/cruelty 1.2 Identify the responsibilities of business operators and personnel under relevant legislation 1.3 Identify relevant animal welfare standards, voluntary codes of practice and quality systems 1.4 Identify sections of acts, regulations, voluntary Codes of Practice or equivalent standards relevant to species being processed 1.5 Identify relevant and applicable animal welfare measures for receival, lairage, stunning and slaughtering during audit
2. Audit the animal welfare component of an Approved Arrangement for compliance with regulatory and relevant standard requirements	2.1 Audit Approved Arrangement or equivalent quality assurance systems for compliance with customer, commercial and regulatory requirements 2.2 Identify and confirm that workplace procedures for livestock receival, unloading, lairage, handling, restraining, stunning, slaughter, personnel training and animal welfare monitoring comply with relevant regulations and standards
3. Audit transport and unloading arrangements for livestock	3.1 Check the establishment's Approved Arrangement to ensure that it incorporates procedures and practices that enable compliance with customer, corporate and regulatory requirements 3.2 Audit the unloading and receival or ante-mortem inspection, sorting and yarding against workplace, customer, commercial and regulatory requirements 3.3 Identify facilities and equipment as operational, appropriately maintained and confirm their suitability for use
4. Audit management of livestock in lairage prior to slaughter	4.1 Assess inputs into the welfare of livestock in lairage against regulatory, customer and workplace requirements including facilities, handling practices, inspections, access to feed and water and pen density 4.2 Assess welfare of animals against pre-determined welfare measures
5. Audit treatment of sick/injured or uncooperative animals	5.1 Assess the handling of suspect, sick, injured or uncooperative stock against workplace and customer standards and regulatory requirements
6. Audit stunning of	6.1 Review inputs into the stunning process including equipment

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
livestock	maintenance, training and facilities for compliance with work place, standards and regulatory requirements 6.2 Assess effectiveness of restraint and stunning against workplace, customer and regulatory requirements 6.3 Assess monitoring of effective stunning by company personnel against workplace, customer and regulatory requirements
7. Audit slaughtering and shackling	7.1 Observe and assess exsanguination process for compliance with workplace and regulatory requirements 7.2 Assess bodies on the bleed chain for insensibility 7.3 Observe operators to ensure they are complying with workplace procedures including checking for an effective stun
8. Audit animal welfare monitoring, internal auditing, corrective and preventative action program	8.1 Review routine monitoring records for livestock handling, stunning and effective slaughter to ensure compliance with workplace, regulatory and customer requirements 8.2 Review internal audit records to assess control of animal welfare outcomes, including training of personnel 8.3 Assess effectiveness of preventative and corrective action programs
9. Audit contingency arrangements	9.1 Review and assess contingency plans for livestock emergencies against regulatory and standard requirements
10. Plan for an animal welfare audit	10.1 Interpret audit schedule and plan and organise the timely conduct of audit 10.2 Determine objectives, scope and criteria of audit according to workplace requirements 10.3 Assemble and brief audit team (if applicable), as required, for the objectives, scope and criteria of the audit 10.4 Notify those affected by and involved in the audit and document responsibilities according to workplace requirements 10.5 Notify stakeholders involved in an internal audit according to workplace requirements 10.6 Identify procedures, records and workplace documentation needed for the audit 10.7 Document evidence collection methods and sources to be used in the audit, including developing workplace checklists to workplace specifications 10.8 Conduct a document review prior to audit
11. Report outcomes of an animal welfare audit	11.1 Prepare an audit report, detailing areas of the program which were audited and findings against the audit criteria, including non-conformances, where applicable 11.2 Document objective evidence according to workplace

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	standards 11.3 Keep records of audit process, objective evidence and findings in accordance with workplace and regulatory requirements 11.4 Report findings according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPA412 Conduct an animal welfare audit of a meat processing plant

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed throughout the process of conducting at least one complete animal welfare audit at a meat processing facility.

The candidate must:

- assess the welfare of livestock at receival and in lairage
- assess livestock handling against requirements during unloading and handling in the lead up to slaughter
- assess the handling of sick/injured and uncooperative animals against workplace and regulatory requirements
- make an assessment of effective restraint, stunning and humane slaughter of livestock
- use of effective interpersonal skills in a range of contexts, including audit interview situations
- comply with Workplace Health and Safety (WHS) requirements for working around livestock
- read and interpret relevant legislation, regulations, standards and Codes of Practice
- effectively record and communicate audit findings to relevant stakeholders

The candidate must explain and interpret a range of relevant animal welfare measures relevant to the audit situation.

Knowledge Evidence

The candidate must:

- be able to locate, read and interpret relevant animal welfare and cruelty legislation (Acts) and regulations
- have a working knowledge of relevant voluntary industry animal welfare standards for processing establishments
- have a working knowledge of relevant codes of practice or equivalent animal welfare standards (underpinning the Acts)

© Commonwealth of Australia, 2025 Skills Insight

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- humane destruction and emergency slaughter arrangements
- relevant measures of animal welfare
- acceptable livestock handling techniques and measures
- impact of stress during handling on the ultimate pH and quality of meat
- WHS requirements for handling stock
- regulatory and workplace requirements for animal welfare
- regulatory requirements when dealing with sick and injured animals
- requirements for contingency plans for dealing with animal-handling emergencies

Assessment Conditions

All evidence must be collected in the context of current Australian meat industry standards and regulations.

A minimum of three different forms of evidence is required to demonstrate competency.

This must include as a minimum:

- written test or quiz
- a complete onsite mock audit of animal welfare.

Assessment must be conducted in a slaughtering establishment under real working conditions.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR201 Maintain personal equipment

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to maintain, clean and store personal equipment, including Personal Protective Equipment (PPE).

This unit can be used as part of a worker's induction to a meat processing establishment, smallgoods producer, retail premises or other meat establishment.

This unit must be delivered in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Maintain personal equipment	1.1 Maintain personal equipment to ensure manufacturer specifications are met, where relevant 1.2 Meet workplace health and safety, hygiene and sanitation, workplace and regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
2. Store personal equipment	2.1 Carry out appropriate maintenance for the equipment used 2.2 Store personal equipment in accordance with workplace and regulatory requirements
3. Clean personal equipment	3.1 Clean personal equipment to ensure that workplace requirements, workplace health and safety, hygiene and sanitation requirements, and manufacturer's specifications are all met, where relevant

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMCOR201A Maintain personal equipment	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPCOR201 Maintain personal equipment

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The individual must be observed, on at least three separate occasions, following accepted workplace requirements for the maintenance of personal equipment.

The candidate must:

- apply communication skills relevant to the task
- demonstrate procedures for maintaining personal equipment
- check and prepare equipment in time for the start of work
- apply hygiene and sanitation, workplace health and safety requirements when using, cleaning and storing personal equipment, including Personal Protective Equipment (PPE)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- maintenance techniques for personal equipment
- relevant work instructions, Standard Operating Procedures (SOPs) and reports
- hygiene and sanitation, workplace health and safety, workplace and regulatory requirements related to maintaining, cleaning and storing personal equipment
- manufacturer specifications for use, maintenance, cleaning and storage of personal equipment, where relevant

Assessment Conditions

All assessment must be conducted against Australian meat industry standards and regulations.

Competency must be demonstrated during the normal operations of a meat processing workplace.

Competency must be assessed using the personal equipment issued to the individual.

© Commonwealth of Australia, 2025 Skills Insight

The following three forms of evidence must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR202 Apply hygiene and sanitation practices

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit covers the skills and knowledge workers require to apply personal hygiene and sanitation practices in a meat operation. It also covers appropriate methods for cleaning equipment and immediate work areas during operations.

This unit is applicable to workers in abattoirs, boning rooms, smallgoods plants, wild game harvester operations, wild game depots, game processing plants, knackeries, food service premises, wholesalers and retail meat establishments.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Clean own work area and equipment during	1.1 Hygienically clean worksite during operations to workplace health and safety, workplace and regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
operations	1.2 Hygienically clean equipment and surfaces to regulatory and workplace requirements 1.3 Monitor cleanliness of work area according to workplace requirements
2. Identify sources of contamination and spoilage	2.1 Identify contamination and cross-contamination risks and take steps to reduce the risk 2.2 Take corrective action, in accordance with workplace and regulatory requirements, when contamination is identified
3. Follow workplace hygiene and sanitation requirements	3.1 Follow personal hygiene practices to workplace requirements 3.2 Handle product in accordance with workplace, and hygiene and sanitation requirements 3.3 Conduct work hygienically in accordance with workplace requirements 3.4 Process products in accordance with regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMCOR202A Apply hygiene and sanitation practices	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPCOR202 Apply hygiene and sanitation practices

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed consistently applying required workplace hygiene and sanitation practices under normal production conditions.

The candidate must:

- consistently follow workplace hygiene and sanitation procedures
- keep work areas clean, while working as an individual and as part of a team
- demonstrate basic hygiene and sanitation practices in all workplace activities
- use communication skills relevant to the task
- use and mix cleaning chemicals (if used) according to manufacturer specifications, regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene and sanitation requirements for own area
- procedures for reporting contamination
- chemical contamination risks to product and how they are controlled
- consequences of contaminated or spoiled meat leaving the establishment
- consequences of failing to follow workplace requirements for hygienic handling and processing of meat
- time, temperature and moisture requirements for microbial growth
- causes of food spoilage and poisoning
- possible sources of contamination and cross-contamination in the worksite
- visual evidence of contamination
- microbes which may affect meat
- the scope and coverage of AS 4696:2007 *Hygienic production and transportation of meat and meat products for human consumption*

© Commonwealth of Australia, 2025 Skills Insight

- sources of physical and microbiological contamination in meat establishments and how these hazards are controlled
- monitoring methods (including site, scent and use of protein sticks)

Assessment Conditions

Assessment must include demonstration of on-the-job competency in the workplace.

The following three forms of evidence must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR203 Comply with Quality Assurance and HACCP requirements

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to apply Quality Assurance (QA) procedures and Hazard and Critical Control Points (HACCP) requirements in a meat establishment.

This unit is applicable to workers in abattoirs, knackeries, boning rooms, game processing plants, food services operations, wholesalers and meat retail operations.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify hazards and control points	1.1 Identify hazards to food safety and quality for own work area according to workplace and regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	1.2 Identify control points for own work area according to workplace requirements
2. Identify elements of the Quality Assurance (QA) system	2.1 Identify the purpose and elements of the QA and Hazard Analysis Critical Control Point (HACCP) systems and relate them to workplace requirements 2.2 Identify product specifications for own work area
3. Follow requirements of a HACCP-based QA system	3.1 Identify and follow workplace requirements of the HACCP system 3.2 Communicate non-conforming products to supervisor where this forms part of workplace requirements 3.3 Explain the consequences of not following workplace requirements
4. Identify quality control practices in a HACCP-based QA system	4.1 Identify quality control measures (including receival procedures and temperature monitoring) 4.2 Identify inspection and re-inspection procedures
5 Inspect own work	5.1 Inspect own work according to workplace requirements 5.2 Take corrective action according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMCOR203B Comply with Quality Assurance and HACCP requirements	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPCOR203 Comply with Quality Assurance and HACCP requirements

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed consistently complying with Quality Assurance and HACCP requirements in the workplace under normal production conditions.

The candidate must:

- comply with regulatory requirements
- determine critical control points
- follow workplace requirements related to HACCP and QA
- identify hazards to food safety
- inspect own work
- identify and apply relevant workplace health and safety requirements
- monitor critical control points

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- corrective actions relevant to critical control points
- nature of food safety hazards
- purpose of a HACCP program
- requirements for, and the nature of a HACCP plan
- regulatory requirements relevant to own work area
- nature and importance of work instructions, Standard Operating Procedures (SOPs), explanations and reports
- potential risk, loss or damage if the required actions are not performed
- control points for a specific task or activity and how hazards are controlled
- hazards to food safety and quality for specific work areas
- reasons for quality control, including inspection and sampling

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

As a minimum, the following three forms of evidence must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR204 Follow safe work policies and procedures

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to work safely in a meat establishment.

This unit is applicable to workers in abattoirs, knackeries, boning rooms, game processing plants, smallgoods plants, food services operations, wholesalers and meat retail premises.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Understand and fulfil workplace health and safety responsibilities	1.1 Meet workplace health and safety responsibilities according to regulatory and workplace requirements 1.2 Recognise and explain workplace health and safety responsibilities of key personnel
2. Follow workplace workplace	2.1 Follow workplace health and safety policies,

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
health and safety policies and procedures	procedures and programs 2.2 Use, maintain and store Personal Protective Equipment (PPE) as appropriate
3. Follow legal provisions related to workplace health and safety	3.1 Follow relevant provisions of workplace health and safety legislation and codes of practice
4. Contribute to workplace health and safety	4.1 Raise workplace health and safety issues with designated personnel in accordance with workplace requirements and relevant legislation 4.2 Contribute to WHS through participation appropriate to the scope of own responsibilities and competencies
5. Follow workplace requirements for hazard identification and risk control	5.1 Recognise and report hazards to health and safety in the work area to designated personnel according to workplace requirements 5.2 Follow workplace requirements for controlling risks to health and safety
6. Follow emergency procedures	6.1 Follow emergency procedures according to workplace requirements 6.2 Follow reporting procedures for emergencies according to workplace requirements
7. Operate machinery safely	7.1 Operate machinery according to safe work practices and procedures 7.2 Operate and maintain machinery according to manufacturer specifications and workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMCOR204A Follow safe work policies and procedures	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPCOR204 Follow safe work policies and procedures

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed consistently complying with workplace health and safety requirements in the workplace under normal production conditions.

The candidate must:

- work safely as an individual and as a member of a team
- explain and report on workplace health and safety issues
- demonstrate safe work practices in all worksite activities
- follow workplace health and safety policies and procedures
- identify and apply relevant regulatory requirements as applicable
- identify and follow emergency procedures, including evacuation procedures, according to workplace requirements
- identify workplace health and safety hazards especially slips, falls and manual handling
- list hazards at the work site and control measures that have been implemented
- outline and observe own workplace health and safety legal responsibilities
- outline the employer's workplace health and safety legal requirements
- seek advice from more experienced colleagues or from manuals in order to operate new machinery and equipment safely
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- use, maintenance and storage of PPE required for different areas of the worksite, according to workplace requirements and manufacturer specifications
- ways of minimising manual handling hazards
- safe operating procedures for machinery at own work station
- procedures for reporting accidents at the work site
- functions of workplace health and safety committees and representatives at the work site

© Commonwealth of Australia, 2025 Skills Insight

- PPE that must be worn for different areas at the work site
- process for making suggestions for improvement

Assessment Conditions

As a minimum, the following three forms of evidence must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR205 Communicate in the workplace

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to carry out workplace communication practices. It includes the competencies to identify the enterprise's communication channels, use communication skills to undertake and complete workplace requirements, and contribute to positive workplace relations.

This unit can be used as part of a meat establishment workplace induction program introducing an individual to the industry and workplace communication requirements.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Contribute to the maintenance and improvement of	1.1 Solve problems by communicating with others 1.2 Exchange information to perform workplace tasks and take

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
workplace operations and requirements	appropriate action 1.3 Provide clear and prompt spoken and written reports (where applicable)
2. Identify key personnel in the workplace	2.1 Identify the organisational structure of the workplace, mission statements and strategic plan 2.2 Identify key personnel and their roles in the organisation 2.3 Identify the role of trainees
3. Contribute to positive workplace relations	3.1 Recognise and consider communication styles of cultural, social and ethnic groups 3.2 Use appropriate communication style for context, audience and purpose 3.3 Consider regulatory and workplace ethical standards in verbal and non-verbal communications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMCOR205A Communicate in the workplace	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPCOR205 Communicate in the workplace

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed consistently complying with workplace communication requirements under normal production conditions.

The candidate must:

- copy and record workplace information accurately in routine formats and proformas
- demonstrate effective communication techniques with supervisors and colleagues
- demonstrate the exchange of relevant routine information with others to:
  - explain issues or problems
  - meet quality and food safety requirements
  - offer suggestions for improvement
  - reach conclusions
- describe forms of feedback provided to colleagues and key personnel
- participate in, and contribute to, meetings and discussions
- read and write to a level typically required in the workplace
- use appropriate communication styles when:
  - negotiating sensitive issues
  - obtaining views and information from others
  - working with cultural, social and ethnic groups

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- roles of key personnel in the workplace
- sources of information relevant to own work, including workplace health and safety, regulatory, work instructions and workplace requirements
- workplace standards of behaviour

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

As a minimum, the following three forms of evidence must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR206 Overview the meat industry

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to provide employees with an understanding of the structure of the meat industry, their own workplace and the policies, procedures and conditions relevant to their employment.

This unit provides an introduction to the meat industry and all its sectors. It gives the individual an introduction to the types of products produced in a meat company, the conditions workers enjoy and their responsibilities to follow the company's policies and procedures.

This unit can be used as part of an employee's induction or pre-employment training program.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Work within the industry sector	1.1 Examine composition and structure of the meat industry to provide an overview for work priorities 1.2 Examine major species and trade markets 1.3 Trace path of meat from paddock to plate 1.4 Trace flow of product from stockyards to meat processing plant, to meat wholesalers and retailers, and through smallgoods plants 1.5 Identify products
2. Apply workplace policies	2.1 Obtain and apply relevant workplace policies including environmental policies; mission statements; workplace health and safety policies; organisational structure; Quality Assurance (QA); strategic planning; anti-bullying; and work instructions 2.2 Identify role of trainees in relation to workplace policies 2.3 Obtain information on working conditions and identify important elements
3. Follow award or employment agreement provisions	3.1 Obtain and apply information about relevant award provisions and employment conditions 3.2 Obtain and explain information on employee rights and responsibilities
4. Identify appropriate industry organisations and associations	4.1 Identify major industry organisations, peak bodies and regulatory bodies, and explain their roles
5. Follow Equal Employment Opportunity (EEO) legislative requirements	5.1 Obtain and apply relevant information about EEO provisions 5.2 Obtain information on sexual harassment policies and explain them in terms of personal responsibility
6. Demonstrate awareness of environmental issues in the meat industry	6.1 Identify relevant environmental regulatory requirements 6.2 Identify workplace environmental policies and practices 6.3 Identify consequences of not following workplace environmental policies and practices
7. Demonstrate awareness of industry animal welfare policies	7.1 Explain the importance of animal welfare considerations to the meat industry 7.2 Identify key industry policies and approaches to addressing animal welfare issues

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMCOR206A Overview the meat industry	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPCOR206 Overview the meat industry

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- explain employee responsibilities
- explain the flow of product from receival to sale in own workplace
- follow relevant workplace policies
- identify relevant workplace requirements, policies and procedures and explain their implications for trainees
- list the markets where the company's products are distributed
- name the products produced in own workplace
- outline the path of meat from paddock to plate
- relate to others in an effective and non-discriminatory way
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- dispute resolution procedures in the workplace
- nature and role of work instructions, Standard Operating Procedures (SOPs),explanations and reports
- principles of EEO and policies to prevent sexual harassment
- relevance of WHS and regulatory requirements for meat industry employees
- workplace employment conditions
- enterprise ethical standards and requirements for interacting with other employees and staff
- animal welfare policies and procedures

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated utilising actual or representative documentation of policies and procedures.

Three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR401 Manage own work performance

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required for personnel in leadership positions to assume responsibility for their own work performance and be role models for others. This unit covers the competencies to set work goals and plans, manage and improve own work performance and provide an example for others.

This unit is applicable to those in supervisory or leadership positions in meat processing, smallgoods and retailing operations who have responsibility for setting and achieving operational and administrative goals.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Set and achieve	1.1 Reflect pride in achievement, commitment to customer service

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
personal goals	and enterprise requirements in personal performance standards 1.2 Set personal goals to reflect roles and responsibilities within the organisation 1.3 Identify and use opportunities to extend personal performance and goals 1.4 Provide a role model to others through personal qualities and workplace relationships 1.5 Demonstrate consistency in personal performance over changes in workplace conditions and contexts
2. Establish and achieve personal work priorities	2.1 Prioritise responsibilities, duties and tasks to achieve personal, team and organisational goals 2.2 Develop and follow work plans and schedules to achieve personal and enterprise targets 2.3 Use technology efficiently and effectively to manage work priorities and commitments 2.4 Implement strategies for minimising and managing stress
3. Maintain and update professional skills and knowledge	3.1 Assess personal skill and knowledge against position/job description, competency standards and personal goals to identify areas and priorities for development 3.2 Use feedback from clients, customers and colleagues to improve competence 3.3 Identify and utilise opportunities for professional development
4. Review own work performance	4.1 Analyse personal performance 4.2 Review personal goals according to changing industry directions, enterprise goals and personal performance 4.3 Identify new skills and knowledge required to maintain professional excellence and competitive edge 4.4 Prepare strategies for achieving personal goals

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMCOR205A Communicate in the workplace	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPCOR401 Manage own work performance

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must manage own work performance.

The candidate must:

- apply judgement, experience and knowledge of enterprise deadlines and targets
- develop strategies for minimising and managing stress
- document professional development and training achievements
- identify and apply relevant Workplace Health and Safety (WHS), regulatory and workplace requirements
- identify personal career path and opportunities
- keep up-to-date with enterprise procedures and processes
- make decisions within own responsibility and accountability
- manage time effectively
- participate in internal and external networks to develop own knowledge, skills and competence
- plan and sequence tasks and activities

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- characteristics of an effective leader in the meat industry
- enterprise goals, directions, ethical standards and values
- how personal goals contribute to the achievement of enterprise goals
- own role in achieving organisation's goals
- career paths available in the industry

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must include demonstration of on-the-job competency in the workplace, and be supported by a referee's report.

The following three forms of evidence must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR402 Facilitate Quality Assurance Process

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to oversee a Hazard Analysis Critical Control Point (HACCP)-based Quality Assurance (QA) program. This unit is suitable for retailers, smallgoods producers, processors and food service establishments producing meat and meat products for domestic and export markets.

This unit is applicable to supervisors or those with responsibility for all or part of a meat establishment HACCP-based QA program.

Work in this unit must be carried out in accordance with AS4696 Australian Standard for the hygienic production and transportation of meat and meat products for human consumption.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Facilitate the ongoing implementation of the QA program in the	1.1 Identify regulatory basis for compliance with the company's HACCP-based QA program 1.2 Identify nature and importance of work instructions and

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
workplace	Standard Operating Procedures (SOPs) and coach workers in their implications 1.3 Write work instructions and SOPs to comprehensively document requirements for competent performance 1.4 Review work instructions and SOPs for accuracy 1.5 Monitor implementation of work instructions and operating procedures
2. Monitor inspection and test records	2.1 Identify control and critical control points in the HACCP program 2.2 Identify and implement appropriate procedures for monitoring products and processes 2.3 Identify critical limits and causes for product or process not conforming 2.4 Monitor inspection and test records to verify product quality and identify performance trends 2.5 Include descriptions of proposals in status reports to introduce improved processes or procedures
3. Respond to non-conforming product or processes	3.1 Identify procedures for taking corrective action 3.2 Implement corrective and preventative measures to prevent recurrence 3.3 Devise or revise procedures to support control measures 3.4 Identify processes or conditions which could result in a breach of meat safety procedures and take corrective action 3.5 Introduce and control process changes to meet QA requirements
4. Review product samples and test results	4.1 Identify product sampling procedures 4.2 Identify post-collection procedures according to SOPs 4.3 Review and respond to test results in accordance with workplace requirements
5. Calculate yield, wastage and productivity indicators	5.1 Calculate yield, wastage and productivity measures to determine performance outcomes 5.2 Compare yield, wastage and productivity measures with targets to determine variations between actual and planned performance
6. Calculate calibration adjustments	6.1 Use mathematical concepts associated with equipment calibration to determine adjustment to settings 6.2 Verify calibration calculation by checking the accuracy of the adjustment in the actual work performance

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMCOR402C Facilitate Quality Assurance process	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPCOR402 Facilitate Quality Assurance Process

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

Evidence must demonstrate the candidate's consistency of performance over time at production speed.The candidate must facilitate Quality Assurance process.

The candidate must:

- apply appropriate mathematical concepts and measures
- assemble product and process inspection, test and other quality data in prescribed format
- calibrate equipment accurately and verify calibrations
- communicate quality system and/or food safety system requirements to workers with clarity and precision
- determine and take corrective and preventative action
- establish and manage relevant project teams to develop and implement or update the necessary elements of the quality system and food safety system
- explain actual and potential problems evident from trend analysis
- apply the HACCP principles and the process for developing a QA or food safety program
- identify and apply relevant Workplace Health and Safety (WHS) requirements
- interpret the results and trends of process monitoring
- prepare reports recommending improvements to processes and procedures
- prepare reports using primary and summary data, and appropriate language
- use relevant communication skills
- review communication systems (spoken and written) to minimise the potential for misreporting and misunderstanding of food safety requirements, procedures and plans
- utilise available technology to record, manipulate, analyse and present or report data
- explain the data the enterprise uses to record performance
- interpret the resulting trends of product monitoring and testing
- monitor records and documentation for accuracy and compliance

© Commonwealth of Australia, 2025 Skills Insight

- monitor the accurate and timely recording of quality data

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- workplace, regulatory and customer requirements critical to the workplace's operation and success
- enterprise recall and traceability procedures
- post-collection procedures for handling samples
- purpose of the HACCP development and review process
- risks associated with samples and how to minimise them
- actual/potential problems which can occur if SOPs or work instructions or their equivalent are non-existent or inaccurate
- document controls associated with procedural change
- necessary scope of the QA system and food safety system to ensure requirements are met
- purpose of calibrating equipment
- purpose of SOPs and work instructions
- sampling procedure
- implementation process for a change in the process
- causes of variation and non-conformance and appropriate courses of action to rectify problems
- critical limits for enterprise product or processes
- actual and potential risks associated with uncontrolled procedural changes
- legal obligations of the enterprise and individuals to maintain the QA system
- team requirements and team management processes or strategies

Assessment Conditions

Assessment must involve a demonstration of skills in the workplace.

Assessment must include demonstration of on-the-job competency in the workplace.

Competency must be demonstrated in terms of current regulatory requirements.

The following three forms of evidence must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR403 Participate in workplace health and safety risk control process

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to participate in the reduction of workplace health and safety risks in a meat processing plant.

This unit is applicable to supervisors or those with workplace health and safety responsibilities in abattoirs, boning rooms, knackeries, game processing plants, smallgoods plants, food services operations, wholesalers and retailers.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Participate in workplace inspections	1.1 Facilitate group processes to identify potential workplace health and safety hazards

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	1.2 Participate in workplace inspections to identify potential hazards 1.3 Fulfil reporting obligations 1.4 Implement risk control processes
2. Participate in workplace health and safety risk control process	2.1 Participate in risk assessment processes 2.2 Control hazards in accordance with hierarchy of controls 2.3 Initiate workplace procedures for dealing with hazardous events 2.4 Inform relevant parties about any action taken and/or report it to designated personnel
3. Monitor implementation of safe work practices	3.1 Demonstrate, by example, compliance with safe work practices 3.2 Monitor safe work performance by employees 3.3 Implement safe work practices in accordance with regulatory requirements
4. Assist development of safe work practices	4.1 Develop changes to work procedures or Standard Operating Procedures (SOPs) in accordance with risk control processes and regulatory requirements 4.2 Consult employees in relation to the development of safe work practices 4.3 Reinforce employee understanding of safe work procedures on-the-job
5. Contribute to participative arrangements for the management of workplace health and safety	5.1 Implement and monitor consultation procedures about workplace health and safety issues to ensure that all workers may contribute 5.2 Deal with, resolve promptly, or refer to appropriate personnel issues raised through consultation in accordance with workplace procedures 5.3 Disseminate outcomes of consultation over WHS issues to the work group promptly
6. Contribute to workplace rehabilitation program as appropriate	6.1 Contribute to workplace rehabilitation programs in accordance with the requirements of a rehabilitation co-ordinator and/or provider

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMCOR403A Participate in WHS risk control process	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPCOR403 Participate in workplace health and safety risk control process

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- apply participative problem-solving techniques to identify and resolve workplace health and safety issues
- identify and apply extent of responsibility
- identify and apply relevant WHS and workplace requirements
- demonstrate safe work practices associated with work tasks
- identify WHS hazards in the workplace
- identify relevant hazard control equipment and explain function, safe operation, maintenance and storage requirements
- use facilitation skills to ensure participation from all group members
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- procedures for reporting hazards, accidents and incidents
- risk management principles
- process for developing and altering work procedures or SOPs
- current workplace health and safety legislative requirements

Assessment Conditions

Assessment must include demonstration of on-the-job competency in the workplace.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated while exercising an appropriate level of involvement in the risk control process. Assessment must include demonstration of competence in a meat establishment.

The following three forms of evidence must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPCOR404 Facilitate hygiene and sanitation performance

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to monitor the hygiene and sanitation performance of a plant.

This unit is applicable to supervisors or those with responsibilities overseeing hygiene and sanitation in meat processing establishments such as Quality Assurance (QA) officers and meat safety officers. It is applicable to meat processing, wholesaling, smallgoods and retailing operations.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Interpret statutory and workplace requirements relating	1.1 Explain hygiene and sanitation, regulatory and workplace requirements to other workers to assist their workplace

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
to hygiene and sanitation	performance 1.2 Implement employer and employee rights, responsibilities and obligations to achieve hygiene and sanitation compliance
2. Monitor hygiene and sanitation performance	2.1 Monitor hygiene and sanitation to verify compliance with workplace and statutory requirements 2.2 Report situations requiring action to improve hygiene and sanitation compliance as part of the continuous improvement process 2.3 Evaluate impact of process and product monitoring on hygiene and sanitation
3. Respond to hygiene and sanitation problems	3.1 Investigate hygiene and sanitation issues using established processes and procedures to resolve problems 3.2 Follow up and report recommended action arising from the investigation to ensure reinforcement and documentation of the outcomes
4. Evaluate results of microbiological testing	4.1 Analyse results of microbiological testing in terms of regulatory and workplace requirements 4.2 Take corrective action in response to microbiological results when required by workplace and regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMCOR404A Facilitate hygiene and sanitation performance	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPCOR404 Facilitate hygiene and sanitation performance

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Competency is demonstrated by taking an appropriate level of responsibility for the implementation of hygiene and sanitation SOPs. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- define the problem being investigated
- understand and apply HACCP systems
- identify and apply workplace health and safety requirements
- plan an approach to the investigation
- evaluate the problem
- explain and monitor workplace hygiene and sanitation policies, practices and procedures
- report outcomes of the investigation
- follow up post-investigation issues
- identify action required to strengthen hygiene and sanitation compliance
- implement the monitoring procedures
- report monitoring outcomes
- use techniques for individual and team resolution of the problem
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- purpose of hygiene and sanitation monitoring
- regulatory and commercial implications of inadequate control of hygiene and sanitation
- company processes and procedures to conduct a hygiene and sanitation investigation
- employer and employee rights, responsibilities and obligations regarding hygiene and sanitation
- statutory requirements specific to the site of employment

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must include demonstration of on-the-job competency in the workplace.

Assessment should involve analysis of real or simulated data for a meat processing operation.

The following three forms of evidence must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPG300 Overview wild game meat industry

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to interpret and operate in the commercial and regulatory environment of the game meat industry.

This unit is applicable to workers in game processing plants, field depot managers and wild game harvesters.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify the sequence	1.1 Explain the importance of a professional image for wild game

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
of operations for wild game harvesting in Australia	meat industry 1.2 Describe the sequence of operations from harvesting to end product 1.3 Identify the range of wild game meat products produced in Australia 1.4 Explain the impact of customer expectations on the wild game harvesting process
2. Interpret the commercial and regulatory environment of wild game meat harvesting	2.1 Explain the role of Department of Agriculture and relevant state and territory regulatory authorities 2.2 Explain the importance of the relevant approved arrangement, food safety plan or management plan 2.3 Explain relevant sections of AS 4464:2007 Hygienic Production of Wild Game Meat for Human Consumption 2.4 Explain the nature of prohibited areas/locations for harvesting 2.5 Describe auditing, review and micro-testing programs which affect the industry
3. Operate effectively as an individual in the wild game harvesting industry	3.1 Use appropriate communication skills and styles 3.2 Identify workplace health and safety hazards and take appropriate precautions 3.3 Manage time and delivery obligations 3.4 Describe personal hygiene requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMG300A Overview wild game meat industry.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPG300 Overview wild game meat industry

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must be able to demonstrate an understanding that the wild game industry is highly regulated and reviewed with high standards of hygiene expected by customers of both the product and workers.

Candidates must:

- identify the sequence of operations for wild game harvesting in Australia
- interpret the commercial and regulatory environment of wild game meat harvesting
- operate effectively as an individual in the wild game harvesting industry
- use appropriate communication styles
- read and interpret workplace related documentation
- maintain the professional image of the industry in the performance of duties

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- application of Approved Arrangement or management plan to the individual's duties
- implications of company, regulator and international reviews of game harvesting industry
- role of the state and federal regulators
- the steps in the wild game supply chain
- markets for the wild game products

Assessment Conditions

Competencies for this unit can be demonstrated either in the workplace or in a simulated environment.

A minimum of three different forms of assessment must be used.

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPG301 Operate a game harvesting vehicle

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a game harvesting vehicle safely and hygienically.

This unit is suitable for vehicle operators who are harvesting wild game for commercial purposes. Operators will have responsibility for the operation and maintenance of the wild game harvesting vehicle, the loading and unloading of carcases and the safe handling of cleaning chemicals and equipment.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare and maintain wild game harvesting	1.1 Clean wild game harvesting vehicle and check hygiene prior to harvesting operation

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
vehicle and equipment	1.2 Check and replenish consumables, as required 1.3 Check and maintain equipment
2. Load, transport and deliver to field depot or wild game meat processing premises	2.1 Load carcases according to management plan and regulatory requirements 2.2 Load and transport carcases to avoid contamination 2.3 Plan delivery times to meet regulatory and company requirements
3. Unload field dressed wild game animal carcase	3.1 Unload carcases according to management plan and regulatory requirements 3.2 Unload carcases to minimise contamination 3.3 Plan and achieve delivery times at field depots or processing plants to meet regulatory and company requirements
4. Clean truck and equipment	4.1 Clean vehicle to meet regulatory requirements 4.2 Use cleaning chemicals that meet regulatory requirements in accordance with manufacturer instructions 4.3 Clean kit and hanging pins in accordance with the management plan 4.4 Store kit and hanging pins so as to avoid contamination

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMG301A Operate a game harvesting vehicle.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPG301 Operate a game harvesting vehicle

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a game harvesting vehicle safely and hygienically.

The candidate must:

- clean vehicle and equipment to a required standard
- maintain the vehicle
- operate the vehicle safely
- avoid contamination of carcases during loading and unloading
- hang carcases according to regulatory and corporate requirements
- plan transport to the field depot to meet company and regulatory requirements
- complete required paperwork to a satisfactory standard
- use communication skills applicable to communicating with depot managers and/or processing company personnel and regulatory representatives
- clean and sanitise vehicle
- avoid contamination of kit and equipment in storage

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- regulations covering game harvesting vehicles
- supply of required consumables
- relevant sections of the Australian Standard
- potable water supply requirements
- lighting requirements
- hanging requirements
- importance of air flow
- regulations associated with transport, loading and unloading of carcases
- causes of contamination during loading, transport and unloading
- methods for minimising contamination

© Commonwealth of Australia, 2025 Skills Insight

- time requirements for refrigeration after death and sunrise
- regulatory requirements for identification and traceability of carcases
- reporting and documentation requirements
- hygiene and sanitation during unloading
- personal hygiene Standard Operating Procedures (SOP)
- work instruction for carcase receival
- depot requirements for receival of carcases
- workplace health and safety hazards associated with handling carcases
- ways of minimising workplace health and safety hazards associated with handling carcases
- hygiene and sanitation requirements for game harvesting vehicles
- the purpose and uses of particular cleaning and sanitising chemicals
- importance of sanitising
- suitability of chemicals
- workplace health and safety hazards associated with cleaning chemicals
- storage requirements for kit and hanging pins

Assessment Conditions

This competency has to be demonstrated under actual work conditions while harvesting wild game animals.

The assessment must address the candidate's ability to maintain, operate, load and unload carcases during a wild game harvesting exercise.

As a minimum the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration (face to face or video)
- workplace referee or third-party (field depot or wild game processing premises) report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPG302 Eviscerate, inspect and tag wild game carcase in the field

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to partially or fully eviscerate a wild game animal carcase in the field.

This unit is applicable to field harvesters who are required to partially or fully eviscerate wild game animal carcases in the field prior to delivery of wild game carcases to a field depot or wild game processing premises. Tagging will be carried out according to company and regulatory requirements.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Eviscerate carcase	1.1 Perform post-harvesting inspection to identify any abnormality and disease 1.2 Eviscerate carcases hygienically to company and regulatory requirements 1.3 Consistently follow a set routine for evisceration 1.4 Identify abnormal conditions and conditions that exclude carcases 1.5 Maintain hygiene between carcases
2. Inspect carcase	2.1 Perform post-evisceration inspection for contamination 2.2 Identify diseases and conditions that exclude carcases 2.3 Comply with trimming requirements
3. Tag animal and complete documentation	3.1 Accurately complete tagging requirements, where applicable to the species and regulatory requirement 3.2 Identify property by name and/or property identification code (PIC) 3.3 Identify species for the purposes of completing tags

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMG302A Eviscerate, inspect and tag wild game carcase in the field.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPG302 Eviscerate, inspect and tag wild game carcase in the field

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must partially or fully eviscerate a game animal carcase in the field.

The candidate must:

- demonstrate competent evisceration of carcases without guidance or supervision
- recognise diseases and abnormal conditions
- eviscerate carcases hygienically and avoid contamination
- consistently follow a set routine for evisceration
- handle knives safely and hygienically
- identify species
- read and interpret required documentation
- apply numeracy skills relevant to completion of documentation
- develop practical solutions to workplace problems
- adapt to new situations
- manage time and priorities

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- types and causes of contamination
- trimming requirements
- relevant State Regulations
- relevant sections of the Australian Standard
- rejection and disposal processes
- hygiene and sanitation requirements
- company and regulatory requirements
- causes of contamination and cross contamination
- time requirements for evisceration

© Commonwealth of Australia, 2025 Skills Insight

- workplace health and safety hazards associated with the field during evisceration of wild game carcases
- corporate requirements for tagging procedures
- state wildlife/conservation authority requirements for tagging
- property/location identification protocols

Assessment Conditions

This competency must be demonstrated under actual work conditions while eviscerating, inspecting and tagging wild game carcase in the field.

As a minimum the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration (face to face or video)
- workplace referee or third-party (field depot or wild game processing premises) report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPG303 Receive and inspect wild game carcases from the field

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to receive and inspect wild game animal carcases directly from the harvester at a depot or wild game meat processing premises.

This unit applies to the receival and inspection of fresh field shot wild game animal carcases at field depots or straight to a wild game meat processing works. The receiver will have responsibility for the inspection of carcases and make a disposition on the carcases, including the rejection of carcases not suitable for processing. They will check that the tagging and time requirements are also met.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Receive wild game meat carcases at a field depot or wild game meat processing premises	1.1 Manage receival of carcases according to depot management plan 1.2 Inspect tags to ensure compliance with company and regulatory requirements 1.3 Check and store paperwork associated with carcases from each harvester's load received
2. Inspect wild game animal carcases	2.1 Inspect carcases for contamination and accept or reject according to company and regulatory requirements 2.2 Explain reasons for rejection of carcases to game harvester 2.3 Prepare relevant records of receipt of carcases
3. Weigh wild game animal carcases, where applicable	3.1 Prepare scales in accordance with company and regulatory requirements 3.2 Weigh carcases 3.3 Complete and store records in accordance with company and regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMG303A Receive and inspect wild game carcases from the field.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPG303 Receive and inspect wild game carcases from the field

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must receive and inspect fresh field shot game carcases directly from the harvester at a depot or processing plant.

The candidate must:

- demonstrate competent receipt and inspection of carcases without guidance or supervision
- recognise diseases and abnormal conditions and make dispositions
- inspect carcases and make accurate dispositions
- identify:
  - faecal material
  - abnormal carcases
  - enlarged or discoloured kidneys
  - slimy or smelly meat surface
  - emaciated carcases
  - abnormal animals
  - fly strike
  - mould
  - unacceptable contamination by other foreign matter
  - inadequate dressing
  - evidence of animal welfare issues
- receive and record harvester's paperwork, where applicable
- check tags for compliance
- prepare records of carcase receival
- communicate issues relevant to work instructions and Standard Operating Procedures (SOPs) with game harvesters and processing companies
- weigh carcases (where appropriate)
- read and interpret workplace related documentation
- apply numeracy skills to workplace requirements

© Commonwealth of Australia, 2025 Skills Insight

- share information
- show independence in identifying problems
- collect, analyse and organise information
- take initiative and make decisions within workplace role
- use technology and workplace-related equipment

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- causes of contamination at receival
- hygiene and workplace health and safety risks associated with carcase receival
- relevant sections of AS 4464:2007 Australian Standard for Hygienic Production of Wild Game Meat for Human Consumption
- identification and traceability requirements
- eligible carcases
- tag requirements
- Shire requirements
- areas prohibited to field harvesters
- lighting lux requirements to ensure adequate inspection at night
- workplace health and safety hazards specific to receival

Assessment Conditions

This competency has to be demonstrated either at field depots or at wild game processing premises receiving wild game animal carcases straight from the field.

As a minimum the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration (face to face or video)
- workplace referee or third-party (field depot or wild game processing premises) report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPG304 Receive and inspect wild game carcases at a processing plant

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the competencies required to make a disposition on wild game animal carcases as they are received at a wild game processing premises.

This unit is applicable to an operator who performs pre-dressing inspection of wild game animal carcases at wild game processing premises.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Perform pre-dressing inspection of wild game animal carcases	1.1 Follow relevant work instructions and Standard Operating Procedures (SOPs) 1.2 Inspect tags of all carcases for compliance 1.3 Inspect tags of all carcases for determination of eligibility 1.4 Identify all types of contamination, diseases and abnormalities relevant to making a disposition 1.5 Make disposition according to the relevant work instruction 1.6 Retain carcases, where required 1.7 Communicate and record inspection results
2. Test and record the temperature of wild game animal carcases (where applicable to the work instruction)	2.1 Implement work instruction for taking carcase temperature 2.2 Make disposition according to work instruction for testing carcase temperature 2.3 Implement sampling procedures for temperature testing 2.4 Manually test carcase temperature 2.5 Retain sample carcases for micro-testing, where applicable
3. Weigh carcases (where part of work instruction or employee's duties)	3.1 Follow relevant work instruction and SOPs for weighing carcases on receival 3.2 Prepare and tare scales 3.3 Weigh carcases 3.4 Report under weights
4. Maintain records (where part of work instruction or employee's duties)	4.1 Retrieve and store temperature data logging records for field depots and wild game animal carcase transport vehicles 4.2 Record and store receival records 4.3 Prepare reports according to workplace and regulatory requirements 4.4 Communicate issues associated with record keeping to appropriate personnel

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMG304A Receive and inspect wild game carcases at a processing plant.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPG304 Receive and inspect wild game carcases at a processing plant

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must make a disposition on wild game animal carcases as they are received at a game processing plant.

The candidate must:

- demonstrate competent pre-dressing inspection of carcases following presentation without guidance or supervision
- recognise diseases and abnormal conditions and make dispositions
- assess harvester tags for completeness, eligibility and accuracy
- assess temperature of carcases (where required)
- identify:
  - faecal material
  - ingesta
  - enlarged or discoloured kidneys
  - indication of any decomposition process
  - emaciated carcases
  - abnormal animals
  - fly strike
  - mould
  - unacceptable contamination by other foreign matter
  - faulty dressing
  - evidence of animal welfare issues
- determine which carcase needs to be retained
- communicate and record inspection results
- ensure requirements of the work instruction have been addressed
- read and interpret workplace related documentation
- apply numeracy skills relevant to work instructions
- share information

© Commonwealth of Australia, 2025 Skills Insight

- show independence during inspection
- work without supervision
- where necessary delegate
- collect, analyse and organise information
- take initiative and make decisions within workplace role
- use technology and workplace-related equipment

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- relevant sections of AS 4464:2007 Hygienic Production of Wild Game Meat for Human Consumption
- importance of the process and the need to control the unloading process to ensure adequate inspection
- relevant work instruction and Standard Operating Procedures (SOPs)
- state wildlife/conservation authority requirements
- company Food Safety Approved Program requirements
- workplace health and safety hazards associated with unloading
- lighting requirements
- temperature requirements
- sampling and temperature check procedures and reporting requirements
- micro testing arrangements
- rejection and disposal processes
- carcase retain procedures
- calibration requirements
- processes for scales preparation and carcase weighing
- weight requirements and underweight reporting procedures
- company and regulatory reporting requirements
- approved tag requirements
- inspection records requirements
- evidence of diseases and conditions
- causes of contamination
- anatomy of game animals sufficient to provide meaningful and objective feedback to harvesters and depot managers
- identification and traceability regulations/requirements
- nature of data logger information

Assessment Conditions

This competency has to be demonstrated under actual work conditions at a wild game processing premises receiving wild game animal carcases either from field depots or direct from the field.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPG305 Store wild game carcases

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the knowledge of the initial chill and storage requirements as well as the skills required to move wild game animal carcases safely and hygienically into and out of field depots.

This unit is applicable to workers in, and managers of field depots.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Store wild game	1.1 Use rails according to workplace requirements to transfer wild

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
animal carcase	game animal carcase into the chiller according to workplace and health and safety requirements 1.2 Identify and store carcase meat product in appropriate area according to workplace requirements 1.3 Chill and store carcase meat product at correct temperature according to workplace and regulatory requirements 1.4 Space carcases to achieve chilling and storage temperature requirements
2. Perform basic refrigeration maintenance	2.1 Perform basic troubleshooting on refrigeration units 2.2 Assess chiller operation and condition 2.3 Monitor gas levels and defrost cycles 2.4 Perform manual defrost
3. Monitor wild game animal carcase temperature	3.1 Monitor deep muscle time/temperature and record according to workplace requirements 3.2 Undertake data logger monitoring according to regulatory and company requirements 3.3 Calibrate thermometers according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This is equivalent to MTMG305A Store wild game carcases.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPG305 Store wild game carcases

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must move carcases safely and hygienically into and out of wild game carcases depots.

The candidate must:

- move and store wild game animal carcase according to workplace, health and safety, hygiene and sanitation, Quality Assurance (QA) and regulatory requirements
- perform basic refrigeration maintenance
- measure and record temperature if part of workplace requirements
- explain workplace requirements related to storing carcase product

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- handling procedures for carcase product
- hygiene and sanitation requirements related to storing carcase product
- methods of product transfer
- workplace health and safety requirements to reduce potential risks
- potential workplace health and safety risks related to storing carcase product, transferring carcases on a rail, and working in a cold environment
- regulatory requirements related to storing carcase product
- importance of storing product at the required ambient temperature

Assessment Conditions

Assessment must be conducted in an accredited field depot environment.

Competency must be demonstrated under normal operating conditions.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration (face to face or video)
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPG306 Use firearms to harvest wild game

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to harvest animals humanely and defines the standard required to:

- identify the species to be harvested
- prepare and handle ammunition and weapons safely
- ensure the harvesting area is clear and notifications have been made where necessary
- harvest the animal using a shot to a body site appropriate to the target species that causes instant death and is prescribed in the relevant code of practice

This unit is applicable to training field harvesters who are harvesting wild game.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

Individuals undertaking this unit must hold a current firearms/shooters licence and the relevant State permits to harvest wild game.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Plan harvesting of wild game animals	1.1 Confirm anatomy and physical features of target animal, including location of vulnerable organs of target animal 1.2 Identify location of habitats, habits and range of movements of target animal 1.3 Determine timing of the harvest based on the activity patterns of the target animal 1.4 Identify hazards associated with the harvest in accordance with workplace health and safety standards 1.5 Identify environmental and public safety risks associated with the harvest are identified
2. Prepare for the harvesting operations	2.1 Determine location and boundaries for the harvest in accordance with the animal management plan 2.2 Check time and duration of the harvest and notify relevant personnel, where applicable 2.3 Take precautions to minimise hazards associated with the harvest in accordance with workplace health and safety standards 2.4 Take precautions to minimise environmental risks associated with the harvest 2.5 Confirm firearm licences, harvesting permits or exemptions as current in accordance with statutory requirements 2.6 Select firearm and ammunition types to comply with those recommended for the target animal in accordance with regulatory requirements and animal ethics guidelines 2.7 Zero and test-fire firearm in accordance with industry practice 2.8 Stow firearm unloaded and in safety mode for transport
3. Harvest animals	3.1 Use Personal Protective Equipment (PPE) in accordance with workplace health and safety standards and statutory requirements 3.2 Carry firearm safely with muzzle pointing in safe direction at all times in accordance with statutory requirements and industry practice 3.3 Load, discharge and unload firearm safely in accordance with regulatory requirements 3.4 Inspect target animal pre-harvest for suitability

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	3.5 Aim firearm at vulnerable sites on the animal according to target species 3.6 Kill each target animal using a minimum of shots 3.7 Check each target animal to ensure it is dead prior to selecting the next target animal 3.8 Cleanly destroy target animals that have not been killed in a humane manner in accordance with animal welfare regulations and statutory requirements 3.9 Bleed carcases in accordance with industry practice
4. Clean and store equipment and material	4.1 Maintain and store firearms in accordance with manufacturer instructions and statutory requirements 4.2 Store ammunition in accordance with statutory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMG306A Use firearms to harvest wild game.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPG306 Use firearms to harvest wild game

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must harvest wild game animals humanely.

The candidate must:

- confirm the species to be harvested
- prepare and handle ammunition and weapons safely
- ensure the harvesting area is clear and notifications have been made where necessary
- shoot the animal in a body site appropriate to the target species that causes instant death and is prescribed in the relevant code of practice
- identify hazards and implement safe operating procedures
- maintain and store weapons
- handle weapons
- assess viability of shot
- use weapons to harvest accurately
- minimise animal trauma

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- workplace health and safety, environment, public risk and animal welfare legislative and enterprise requirements
- common law principles relating to property, stock, duty of care and due diligence
- animal life cycles and behaviours
- anatomy and physical features of the animal
- firearms safety
- suitable firearms and ammunition for target species
- emergency procedures appropriate to the firearms handling

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency requires the application of work practices under work conditions. Selection and use of resources for some worksites may differ due to the regional or enterprise circumstances.

The harvesting of animals can be assessed in the field culling game or utilising a realistic simulation in the field.

A minimum of three different forms of assessment must be used.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT501 Design and manage the food safety system

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to design and manage food safety programs for meat industry enterprises including meat processing, smallgoods, retail and food services operations. The unit also describes the skills and knowledge for working with customers and consumers on food safety issues.

This unit is appropriate for all managers in a food safety and/or Quality Assurance (QA) role, and for those working in production roles with responsibility for food safety and QA.

Food safety is a critical element of product quality and is a priority for all sectors of the meat processing industry. Food safety is also a community issue and public perceptions of the safety of meat and meat products affect the viability of meat processing enterprises.

This unit applies to individuals who take personal responsibility and exercise autonomy in undertaking complex work. They analyse information and exercise judgement to complete a range of advanced, skilled activities.

All work in this area must be conducted in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Establish enterprise meat or food safety system requirements	1.1 Determine the goals, scope and requirements of the food safety system, in accordance with customer, enterprise and regulatory requirements 1.2 Evaluate alternative food safety systems against enterprise requirements and identify the preferred system 1.3 Plan the development of the food safety system using team and consultative approaches 1.4 Identify and obtain resource requirements, including staff training requirements, for effective systems operation and maintenance
2. Develop food safety systems	2.1 Identify food safety responsibilities, obligations and roles and clearly explain them to stakeholders 2.2 Identify and describe processes covered by the food safety system 2.3 Identify food safety hazards for all processes within the scope of the food safety system 2.4 Identify, develop and validate hazard control measures 2.5 Develop procedures for preventative action
3. Establish monitoring procedures and corrective actions	3.1 Develop monitoring procedures and use monitoring information to inform corrective actions 3.2 Develop and implement corrective actions for effective hazard control 3.3 Develop, maintain and secure recording and documentation procedures 3.4 Develop, resource and implement strategies to support routine and consistent application of food safety systems in the workplace
4. Evaluate food safety system	4.1 Establish audit procedures and monitor audits 4.2 Establish verification procedures and schedules and use verification information when reviewing the food safety system 4.3 Review and update the food safety system to reflect changes to Australian Standards, technical information (including verification data) and process information according to established procedures

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	4.4 Prepare food safety systems for external review and approval by relevant authorities 4.5 Use relevant information to measure performance against policies and goals
5. Communicate food safety outcomes	5.1 Conduct interactions with the public, regulatory authorities and agencies in a positive, cooperative and open manner 5.2 Promptly report food safety incidents and non-compliance to relevant authorities 5.3 Gather and analyse customer and consumer feedback and include findings in the review of the food safety system 5.4 Document food safety system outcomes to promote public confidence in enterprise products and services

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR5601C Design and manage the food safety system	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT501 Design and manage the food safety system

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must design and manage the food safety system.

The candidate must:

- analyse performance information to determine progress and areas for review or improvement
- consult with stakeholders to determine the scope of the food safety systems, procedures and controls and identify food handling practices, processing techniques and support programs in use
- determine measures for correcting processes, outcomes outside acceptable limits, including relevant procedures, when to implement corrective action, who is responsible for taking corrective action and information necessary to record
- develop and validate control measures using objective data, industry guidelines and codes of practice
- develop performance standards and criteria for the food safety system
- develop strategies to support the workforce in implementing the food safety system
- establish internal audit processes and schedules, including developing and leading the audit team
- establish procedures to monitor, review and secure record-keeping systems consistent with regulatory requirements
- establish verification procedures and schedules and identify action required if the outcomes of verification indicate that the program requirements have not been met or that the original program was inadequate
- establish, monitor and continuously improve food safety support systems consistent with regulatory requirements
- evaluate alternative food and/or meat safety systems for suitability for enterprise goals and directions, enterprise operations, enterprise product, cost and customer and regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- identify monitoring requirements and develop monitoring procedures for food safety hazards identified in the enterprise
- identify workforce training needs and negotiate and schedule training to support system requirements and operation
- liaise with suppliers to establish and monitor enterprise food safety and quality requirements for products and processes
- maintain currency of knowledge through independent research or professional development
- monitor public health requirements and concerns and prepare reports for the enterprise, public health authorities, customers and consumers on progress and outcomes of the food safety system
- monitor the implementation of preventative action measures, controls and actions to correct non-compliance or non-conformance
- prepare accurate reports for senior management detailing compliance breaches/incidents, actions and outcomes and the implications for the enterprise
- prepare action plans for the development and review of the food safety system, which include timelines, establishing, leading and supporting the HACCP team
- prepare and present food safety system information, procedures, documentation and reports in languages, formats and styles appropriate for the audience and purpose
- prepare communication strategies to inform internal and external stakeholders of progress and outcomes of the food safety system
- prepare HACCP plans and support documentation including hazard analysis charts and tables, manuals, data analysis reports, corrective action reports and verifications reports, Standard Operating Procedures (SOPs) and work instructions where appropriate for the enterprise system
- provide feedback to the workforce or team on food safety performance
- use appropriate communication skills and strategies for informing and confirming the roles, responsibilities and obligations of all participants in the operation of the enterprise
- use available technology and data management systems to gather, record, manipulate, interpret and report food safety data and information

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- validation and verification (including audit) purposes and processes
- product and process and the microbiological, physical and chemical impacts on the safety of enterprise meat and meat products in the identification of hazards and the assessment and control of food safety risks
- Hazard Analysis Critical Control Point HACCP principles and techniques and where appropriate to the enterprise, Good Manufacturing Practices (GMP)
- the enterprise's ethical standards and the implications for the food safety system
- the roles, responsibilities and obligations of the enterprise and individuals in the food safety system

© Commonwealth of Australia, 2025 Skills Insight

- regulatory requirements for food safety, including HACCP-based programs, support programs, record-keeping, verification and internal/external audits, and the implications for enterprise operations
- scope, auditor role and responsibility, and scheduling requirements for internal and external audit process
- legal responsibilities for reporting audit findings, including breaches and non-compliances, to enforcement agencies, and for conflicts of interest, confidentiality, rights of appeal and giving evidence in court

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority, under typical operating and production conditions for the enterprise.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT502 Manage new product or process development

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to cost, develop, evaluate and manage the commercial production of new products or processes.

The development of new products and processes can provide businesses with a competitive edge and lead to discovery of new markets.

This unit applies to senior staff in meat industry enterprises who have responsibility for research, development, evaluation and implementation of new products or processes.

This unit applies to individuals who take personal responsibility and exercise autonomy in undertaking complex work. They analyse information and exercise judgement to complete a range of advanced skilled activities.

All work in this area must be conducted in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify potential for new product or process development	1.1 Analyse internal and external environments including legislative frameworks, industry directions, enterprise goals and consumer trends to identify emerging opportunities 1.2 Describe enterprise goals for the development of new product or process 1.3 Identify and evaluate potential products or processes consistent with the goals and directions of the enterprise 1.4 Obtain enterprise estimates and forecasts of required production levels, costs, sales and required rate of return 1.5 Identify regulatory requirements for the development and sale of new product or process
2. Develop and test product or process	2.1 Prepare schedules and plans for the development and trial of new product 2.2 Identify sources of technical expertise and information 2.3 Research and refine product or process concept 2.4 Develop prototype and evaluate it for impact on meat quality and food safety 2.5 Refine and confirm specifications for new product or process
3. Evaluate feasibility of product or process for the enterprise	3.1 Prepare samples of new products 3.2 Coordinate, monitor and evaluate trials and tests of product or processes for commercial operation 3.3 Gather and analyse customer and consumer feedback 3.4 Assess enterprise capacity to support new product or process and identify system strengths and weaknesses 3.5 Prepare resource analyses and proposals for the introduction of new product or process 3.6 Cost new product for commercial implementation and evaluate it against enterprise forecasts of production, costs, sales and rate of return 3.7 Conduct risk assessment 3.8 Prepare and present recommendations including risk management strategies
4. Scale up operations for	4.1 Obtain and schedule resources for commercial operation

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
commercial implementation	4.2 Prepare action plans for the scale up to commercial operations in consultation with enterprise personnel 4.3 Prepare and implement communication and consultation strategies to inform stakeholders of progress and gain their commitment to the process 4.4 Identify food safety requirements of new product or process and include them in food safety system and plans 4.5 Develop and implement monitoring and control systems 4.6 Prepare contingency plans 4.7 Train personnel in new product or processes, systems and procedures 4.8 Commission product or process with minimum disruption to other operations
5. Evaluate market impact of new product	5.1 Prepare product information and samples for marketing and promotion 5.2 Determine targets for new product or process in consultation with relevant personnel, in accordance with enterprise goals and operations 5.3 Measure product or process performance against targets 5.4 Analyse causes for not achieving targets and prepare recommendations for improvement 5.5 Gather and analyse customer or consumer feedback and include results in recommendations for improvement

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR5604C Manage new product/process development	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT502 Manage new product or process development

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must manage the development of a new product or process.

The candidate must:

- analyse product or process performance against enterprise targets, including identifying company goals, setting targets, collecting and analysing performance data including customer feedback
- apply relevant communication and mathematical skills
- work effectively as an individual and as a team member
- describe and comply with the legal, ethical and regulatory requirements relating to the development, testing and trialling, packaging, labelling and distribution of meat and meat products
- develop commitment and capacity of personnel, including identification of training requirements and provision of training; consultation with personnel when planning and resolving problems; teamwork; and the use of effective communication strategies with all stakeholders
- develop concept proposals based on detailed technical and product knowledge and an evaluation of alternative products or processes
- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- outline sampling, testing and evaluation procedures and assess their appropriateness to the development of new product
- plan and implement the commercial operation of the new product or process, including obtaining and scheduling resources, the development of Standard Operating Procedures (SOPs), work instructions, product specifications and their integration with plant systems
- prepare product descriptions for a range of audiences (including regulatory authorities, importing countries, enterprise marketing and/or sales personnel, customers and consumers)

© Commonwealth of Australia, 2025 Skills Insight

- prepare product or process development strategy
- prepare resource proposals based on the calculation and estimation of costs, sales, payback periods and potential rates of return
- present reports according to legal and enterprise requirements
- research and describe current technical and product information relating to potential new product (including processing and manufacturing techniques, functional ingredients, additives, and consumer and industry trends)
- utilise a range of communication and information technologies for the development, testing, monitoring and analysis of new products

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- the impact of pre and post slaughter factors and the major physical, chemical, biochemical and microbiological characteristics and changes that affect the quality of meat and meat products
- nutritional qualities of meat and meat products
- risk assessment processes

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT503 Develop and assess a meat retailing business opportunity

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to identify, develop and assess a new business activity or opportunity for a meat retailing enterprise.

Owners, managers or senior staff of meat retailing enterprises may wish to develop their business, start new ventures or explore potential to create new products and services for an existing organisation.

Individuals might be self-employed, or working for a business of any size, where they develop opportunities as part of a broader role within the enterprise.

This unit does not cover implementing or financing the new venture, or managing the growing business.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Identify a business opportunity	1.1 Locate and review relevant market, client, product and service information 1.2 Assess collective capability of existing staff and facilities 1.3 Use techniques including brainstorming, discussions, lateral thinking and de Bono's Six Thinking Hats® method to generate business opportunity ideas 1.4 Identify, explore and evaluate sources for additional information and fresh business opportunity ideas 1.5 Identify personal and business objectives of developing opportunities 1.6 Obtain input from others to improve and sort initial ideas
2. Develop a business concept	2.1 Review and prioritise a range of business opportunity ideas to develop business concepts 2.2 Calculate basic business planning estimates for new business concepts 2.3 Identify and review relevant legal and regulatory requirements 2.4 Determine and document criteria for determining the feasibility of new business ideas 2.5 Undertake preliminary assessment of feasibility of business concepts and seek specialist advice as required 2.6 Identify risks of business concepts and undertake risk assessment 2.7 Select the most feasible ideas for further development into business plans 2.8 Prepare basic documentation to communicate business concepts to stakeholders
3. Work with others to advance the business concept	3.1 Determine requirements for partners, alliances and advisors to advance business concept 3.2 Identify and assess potential partners, alliances and advisors 3.3 Seek relevant legal advice to protect interest throughout negotiations 3.4 Conduct negotiations to advance the concept 3.5 Negotiate and develop partnership, alliance and advisory arrangements, if appropriate 3.6 Confirm partnership, alliance and advisory arrangements using legal processes, where relevant

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR501A Develop and assess a meat retailing business opportunity	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT503 Develop and assess a meat retailing business opportunity

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must provide evidence that they have identified, developed and assessed the initial feasibility of at least one new business or activity idea. Evidence should be documented and show that consultation occurred.

Evidence will cover processes used to identify a range of ideas, select ideas for assessment of initial feasibility and consult with prospective partners. It will also cover documentation of idea conception and feasibility assessment.

- The candidate must:
- relate to people from a range of social, cultural and ethnic backgrounds, and with varying physical and mental abilities
- use suitable thinking techniques
- use research and analytical skills to:
  - conduct basic research
  - conduct initial feasibility assessment
  - prepare basic business planning estimates
- apply negotiation skills for exploring partnerships
- use verbal and written communication skills to:
  - document ideas, business planning estimates and feasibility assessment
  - negotiate with potential partners
- determine legal, workplace health and safety and non-legal requirements
- work with employees and family where relevant
- calculate business planning estimates
- assess risk and plan for contingencies
- solve problems as they arise in negotiations
- use technology to manage information
- identify and develop fresh business opportunity ideas
- document a range of ideas
- assess and evaluate relevant market, client, product and service information

© Commonwealth of Australia, 2025 Skills Insight

- communicate ideas to supervisors, managers and other employees

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of :

- general characteristics and traits of successful entrepreneurs
- biographies and case studies of particular individuals, in own or related industries
- relevant legal and non-legal requirements
- basic methods of business planning
- personal characteristics of successful entrepreneurs
- risk assessment strategies

Assessment Conditions

Assessment must include access to relevant records, personnel and documentation.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT504 Develop, manage and maintain quality systems

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to establish, maintain and control an enterprise quality system. It also describes the skills and knowledge needed to lead people, manage systems and ensure quality in all enterprise systems and operations. The development and management of quality systems affects enterprise ability to operate in specific markets and influences customer and consumer confidence in products.

This unit will be of particular interest to Quality Assurance (QA) managers and personnel, production managers and supervisors, operating in a meat industry context.

At this level individuals exercise considerable responsibility and accountability within enterprise structures and are required to make significant contributions to the values, goals and operations of the enterprise. They will typically have responsibility for establishing and reviewing systems for their worksite or department. They may be assisted by external experts to develop plans and strategies.

This unit must be delivered using Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Establish requirements of the quality system	1.1 Develop policies expressing the organisation's commitment to the quality system and processes 1.2 Identify legislative requirements for enterprise quality systems 1.3 Determine scope and objectives of the quality system, including links with all enterprise operations, customers, suppliers and contractors 1.4 Establish Quality performance standards, including customer and supplier service standards, in accordance with enterprise goals and directions 1.5 Identify resource requirements and include them in financial, human resource and operational plans
2. Design and prepare for the quality system	2.1 Select and design Quality systems to meet enterprise, customer and regulatory requirements 2.2 Ensure Quality principles underpin all enterprise operations to achieve business goals and performance standards 2.3 Clearly define and communicate responsibilities for development, implementation and operation of the system 2.4 Involve personnel from all levels and areas of the organisation in the development and implementation of the quality system 2.5 Develop and validate system components, procedures and supporting documentation 2.6 Develop consultative and communication strategies to link the quality system with all aspects of enterprise operations 2.7 Determine and negotiate supplier or contractor service standards and audit requirements 2.8 Develop performance measures and indicators to assess performance against policies, goals and relevant standards
3. Implement and monitor the quality system	3.1 Prepare and resource implementation plan 3.2 Prepare and resource training plans to provide personnel at all levels with quality concepts and skills 3.3 Address Quality system requirements and customer focus in the establishment, operation and evaluation of all enterprise systems 3.4 Identify and validate control and preventative action measures

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	3.5 Develop and monitor corrective action procedures 3.6 Establish procedures for reporting, recording and responding to non-conformances and non-compliances 3.7 Monitor and document customer and supplier service standards 3.8 Collect, analyse and report implications of Quality data 3.9 Monitor Quality costs and performance 3.10 Prepare Quality system for external review and approval by relevant authorities
4. Continuously improve the quality system	4.1 Monitor and review impacts of the quality system on enterprise operations 4.2 Resolve responses to customer complaints and requests and use feedback to improve the system 4.3 Establish procedures for the ongoing identification and resolution of issues 4.4 Update Quality system for changes in process, technical information, customer and regulatory requirements 4.5 Include stakeholders in decision making and continuous improvement processes and strategies 4.6 Feed Quality system results, findings and conclusions into improvement processes 4.7 Analyse costs and benefits of the quality system 4.8 Continuously review Quality goals and targets
5. Communicate quality outcomes	5.1 Complete certification of products and processes consistent with quality outcomes according to customer and regulatory requirements 5.2 Promptly notify regulatory authorities and agencies of breaches and non-compliance incidents 5.3 Use Quality outcomes to promote public confidence in enterprise products and services

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMPS5603C Develop, manage and maintain quality systems	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT504 Develop, manage and maintain quality systems

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- analyse complex statistical data and prepare corrective responses to non-conformances and variations identified in the data, where relevant to enterprise quality systems and operations
- apply quality concepts and tools to problem solving and the development of quality data collection, data management systems and analysis strategies
- apply substantial product and process knowledge to the development of the quality system and the interpretation of quality data
- apply relevant communication and mathematical skills
- communicate quality goals, requirements and findings to stakeholders in formats and styles appropriate to the context and purpose
- develop quality policies for the enterprise in consultation with senior management and other stakeholders
- develop procedures for consultation and feedback and opportunities for identification and resolution of quality issues and problems
- develop continuous improvement processes and team building using the 'plan, do, check, act cycle'
- consult, negotiate with and report to regulatory authorities openly and promptly, consistent with enterprise ethical standards, including the notification of breaches and the preparation of non-compliance reports
- develop workforce commitment, capability and responsibility for quality system, including identifying, negotiating and scheduling training; inclusion of responsibilities and duties relating to quality system implementation and integration in all job descriptions and work instructions; clear communication of responsibilities and requirements; delegation of tasks and responsibilities; and inclusion of workforce in consultative and continuous improvement processes
- ensure the quality system meets legislative and regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

- exercise judgement, pragmatism and quality knowledge in managing and resolving quality issues and problems
- identify and apply relevant workplace, workplace health and safety, environmental sustainability, animal welfare and biosecurity requirements
- identify appropriate monitoring systems and strategies to support the enterprise quality system
- identify, research and update sources of quality information and advice, including technical and regulatory information to support enterprise quality system
- lead personnel (including Hazard Analysis Critical Control Point (HACCP) team, management, quality team, meat inspection team, laboratory, maintenance teams, processors and operators) in the implementation and improvement of the quality system
- monitor and certify processes and products to ensure they meet relevant standards, including importing country, customer and public health requirements
- oversee internal and external audit processes, act on audit findings and provide feedback to personnel to improve system
- oversee preparation for third party certification where appropriate
- plan and resource enterprise training strategy, in accordance with regulatory requirements, to assist personnel at all levels in implementation of quality system
- prepare and sign off on quality policies, manuals and documentation for enterprise, including preparation and updating of preventive, corrective and responsive procedures and strategies, supplier criteria and specifications and supplier and contractor audit requirements
- prepare and sign off quality policies, manuals and documentation for the enterprise, including the preparation and updating of preventative, corrective and responsive procedures and strategies, supplier criteria and specifications, supplier and contractor audit requirements
- prepare quality implementation plans, identifying goals, key personnel and areas, resources, strategies, timelines and milestones
- present reports according to legal and enterprise requirements
- resolve customer complaints promptly and provide corrective action responses
- use appropriate questioning, observation, listening and recording skills when collecting and monitoring data
- where quality systems are based on HACCP principles or Good Manufacturing Practice (GMP), explain principles and their implications for enterprise quality system

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- key concepts, philosophies and tools of quality management
- impact of enterprise management and organisational structures on enterprise systems
- role of audits in quality system
- documentation requirements of the quality system, including levels, and their roles in the functioning of the system, including the requirement for effective and secure quality record keeping systems
- implications of enterprise goals and directions for quality system

© Commonwealth of Australia, 2025 Skills Insight

- process capability
- applicable quality standards, regulations, codes, legislation and customer requirements for the quality system and their implications for the enterprise
- legal requirements for the establishment and maintenance of the enterprise QA system including responsibilities for reporting breaches to authorities and implementing audit findings
- principles and functions of hazard analysis and control and validation, including auditing, and verification in quality system

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority and under typical operating and production conditions for the enterprise.

Assessment must include:

- third party referee report of sustained performance at an appropriate level of authority and responsibility
- written assignment focusing on understanding and applying principles and theory to workplace operations
- workplace projects which focus on the enterprise environment and conditions

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT505 Manage maintenance systems

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to develop maintenance strategies which cause minimal disruption to plant operations and are cost efficient. An enterprise's maintenance system influences the cost and quality of products and the safety of the workforce and environment.

At this level individuals exercise considerable responsibility and accountability within enterprise structures and are required to make primary contributions to the values, goals and operations of the enterprise. They will typically have responsibility for establishing and reviewing systems for their site or department. They may be assisted by external experts to develop plans and strategies.

This unit is particularly useful for maintenance managers, plant engineers and production managers working in a meat industry context.

This unit must be delivered in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare maintenance policies	1.1 Identify and quantify maintenance costs, including the cost of poor maintenance procedures 1.2 Negotiate and confirm management commitment to a productive maintenance strategy 1.3 Benchmark enterprise performance against agreed standards, and develop maintenance policies and priorities 1.4 Develop maintenance system goals through negotiation with stakeholders 1.5 Establish communication strategies to build positive workforce attitude and commitment to maintenance
2. Implement maintenance management system	2.1 Identify and secure resource requirements and include them in enterprise budgets and operational plans 2.2 Determine location of the maintenance function and/or team within enterprise structures 2.3 Determine profile of the maintenance function and/or team within enterprise structures 2.4 Clarify roles and responsibilities of equipment users and the maintenance team and include them in position descriptions and work instructions 2.5 Provide mentoring and training in the use and care of technology and equipment to support the maintenance strategy 2.6 Prepare maintenance procedures and schedules to minimise negative impacts on production, costs, waste and the environment 2.7 Develop and maintain record keeping systems 2.8 Analyse potential risks and recommend management strategies 2.9 Prepare contingency plans in collaboration with the workforce, suppliers and customers 2.10 Effectively communicate maintenance schedules and procedures to the team
3. Monitor and review maintenance management system	3.1 Develop continuous improvement strategies 3.2 Determine performance criteria for maintenance goals and establish data collection strategies 3.3 Analyse performance information and outcomes and report implications to stakeholders

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPS5604C Manage maintenance systems	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT505 Manage maintenance systems

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time under normal operating conditions.

The candidate must:

- consult with key personnel, people on the floor, delegates, suppliers, contractors and equipment manufacturers to determine appropriate maintenance strategies, procedures and schedules
- develop maintenance policies and strategies, including establishment of criteria for determining maintenance priorities and planning and scheduling routine equipment and overhead maintenance to meet quality system requirements
- establish and monitor performance targets for maintenance teams within performance planning and appraisal processes
- develop workforce commitment to effective maintenance strategies, including implementing strategies for devolving the identification of maintenance needs to the floor, developing consultative and cooperative problem-solving strategies, and negotiating changes in work practices
- develop secure record keeping procedures to document maintenance costs, problems, priorities, solutions, schedules and completions
- apply relevant communication and mathematical skills
- evaluate and recommend alternative maintenance policies and strategies, including evaluation of the costs and benefits of internal and consultant service models, changes in work roles and responsive/preventative models for maintenance
- determine and recommend the need for capital expenditure to replace plant and equipment
- identify and apply relevant workplace health and safety, environmental, regulatory and workplace requirements
- manage maintenance costs, including determining total maintenance costs based on maintenance service cost and machine breakdown cost, setting, justifying, and achieving maintenance budgets

© Commonwealth of Australia, 2025 Skills Insight

- monitor performance of the system, including establishing indicators, setting up data collection strategies, analysing data to identify trends and isolate problems or problem areas, and measuring progress against targets
- prepare and implement contingency plans for dealing with risks, including equipment breakdowns and failures, and negotiation with production personnel
- present reports according to legal and enterprise requirements
- review maintenance strategies and goals within the enterprise, continuous improvement and planning processes.

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- plant and equipment falling under the scope of the maintenance program, including steam generation systems, refrigeration systems, water and effluent systems, processing and production equipment, and building
- maintenance issues related to the enterprise and their impact on the productivity of the plant
- cost elements in maintenance system costing and budgeting
- relevant legislation and regulations (including food safety and food standards), and industrial agreements, and explain the implications for plant and equipment maintenance
- costs resulting from poor maintenance and the benefits of a preventative maintenance system
- impacts of poor maintenance on meat safety, meat and/or product quality, occupational and environmental safety

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

Assessment for this unit must include:

- a third-party referee report of sustained performance at appropriate level of authority and responsibility
- assignment focusing on understanding and application of principles and theory to workplace operations
- workplace projects with focus on company environment and conditions

Assessors must satisfy relevant standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT506 Manage utilities and energy

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to identify enterprise utilities and energy requirements, manage their use and control waste and costs.

Utilities and energy are a significant cost component in the production of meat and meat products. Their efficient use affects the quality of the product, costs and profits.

This unit is particularly applicable to maintenance, engineering, production, environment and finance personnel working in a meat industry context.

At this level individuals exercise considerable responsibility and accountability within enterprise structures and are required to make primary contributions to the values, goals and operations of the enterprise. They will typically have responsibility for establishing and reviewing systems for their site or department. They may be assisted by external experts to develop plans and strategies.

This unit must be delivered in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify enterprise utility and energy requirements and costs	1.1 Identify utility and energy requirements for all areas and operations of the enterprise in accordance with workplace, customer and regulatory requirements 1.2 Measure current utility and energy costs and identify impact on profitability 1.3 Determine enterprise's future utility or energy requirements in accordance with enterprise goals and directions 1.4 Include utility and energy requirements and costs in all forward planning
2. Monitor and control enterprise utility and energy use	2.1 Establish performance standards and indicators using agreed benchmarks and best practice methods 2.2 Develop team commitment to utility or energy management using consultative approaches 2.3 Develop systems for the accurate monitoring of utility and energy use and costs 2.4 Audit enterprise operations to assess use, misuse and waste of utilities and energy 2.5 Monitor enterprise performance and adjust or correct systems and operations 2.6 Prepare contingency plans for failure of utility or energy supply and service 2.7 Update workplace safety systems and procedures to include requirements for safe use of utilities or energy
3. Review performance and utility or energy costs	3.1 Identify, evaluate and recommend strategies and procedures for wastage minimisation and more efficient use of utilities and energy 3.2 Assess alternative utility or energy sources and services for availability, suitability, contribution to sustainability, efficiency of operations and effectiveness of costs 3.3 Recommend appropriate utility or energy services and negotiate utility or energy supply conditions and charges 3.4 Monitor and measure enterprise utility and energy performance 3.5 Analyse and report performance information, including team feedback, to stakeholders 3.6 Prepare and implement recommendations for further

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	improvements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPS5605C Manage utilities and energy	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT506 Manage utilities and energy

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- analyse utility or energy tariffs and charges and options available to the enterprise
- apply relevant mathematical and communication skills
- communicate effectively with internal and external personnel with diverse roles, communication skills and cultural backgrounds to determine utility or energy requirements and use
- calculate and analyse enterprise utility or energy costs and their impact on production costs
- consult with personnel across the enterprise to identify and resolve utility or energy waste problems
- determine current and future utility or energy requirements for enterprise operations, including analysing company goals, conducting utility or energy audits to identify consumption inefficiencies and measuring consumption and cost, including waste, against agreed benchmarks
- develop performance measures and indicators for utility or energy consumption and costs, based on benchmarks and enterprise goals
- develop strategies for minimising and optimising utility or energy usage, including assessing and monitoring equipment performance, introducing energy efficient plant and equipment, comparing sources and recommending utility or energy substitution, changes to procedures, and assessing and minimising non-working day use of utilities (including lighting)
- evaluate, cost and recommend alternative plant, equipment, procedures and utility or energy sources to improve efficiency, including researching sources, reviewing enterprise procedures, evaluating suitable alternatives, and calculating initial and maintenance costs and payback periods
- identify and apply relevant workplace health and safety requirements
- include safety requirements for use of utility or energy in workplace health and safety systems and procedures

© Commonwealth of Australia, 2025 Skills Insight

- interpret and review performance information and recommend strategies for improvement
- manage utility and energy costs, including calculating current utility or energy charges, comparing and recommending supply sources and costs, monitoring utility or energy budget, determining the impact of changes in utility or energy costs on budgets and profitability and taking actions to correct budget variations
- prepare contingency plans relating to utility or energy supply failures or incidents, including emergency and safety procedures, alternative supply sources and communication strategies
- prepare strategies to spread utility or energy use to avoid supplier peak demand or cost periods
- prepare reports, resource proposals and recommendations in styles, formats and language appropriate for relevant audiences
- present reports according to legal and enterprise requirements
- recommend utility or energy suppliers and negotiate supply and costs
- research best practice models in utility or energy assessment, planning, use and sustainability, and assess their applicability for the enterprise
- use information and communications technology, including budget and cost modelling software

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- principles and methods of heat transfer and how they impact on utility or energy use, waste and cost
- concepts of base load and variable load
- principles of demand control, including co-generation or outage, peak load shedding and shifting to minimise costs
- use of steam generation process as an energy source for plant
- cost components related to the use of utility or energy including capital, purchase, replacement and maintenance costs for plant and equipment, payback periods and net utility or energy costs
- enterprise appropriate procedures and systems for measuring utility and energy use and waste
- utility or energy supply status and sources available to the enterprise

Assessment Conditions

The candidate must demonstrate competency through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

Assessment must be conducted in a workplace context under normal production and operating conditions.

© Commonwealth of Australia, 2025 Skills Insight

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT507 Manage and improve meat industry plant operations

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to plan and monitor an enterprise's operations from receipt of stock and materials, through to processing and manufacturing options, transport, distribution and storage and customer delivery. It also describes the skills and knowledge required to ensure operations are managed in a cost efficient and effective way.

This unit is applicable to operations managers, or production managers, with plant or department level responsibility for operations within a meat industry context. It provides all production personnel with an integrated approach to operations management.

At this level individuals exercise considerable autonomy, responsibility and accountability within enterprise structures and are required to make primary contributions to the values, goals and operations of the enterprise. They will typically have responsibility for establishing and reviewing systems for their site or department. They may work with the assistance of external experts to develop plans and strategies.

This unit must be delivered using Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Assess operational requirements	1.1 Analyse enterprise directions, goals and forecasts to establish the parameters of enterprise operations 1.2 Gather and analyse industry, market and enterprise information to determine short and medium term implications for enterprise operations 1.3 Prepare operational budgets and strategies to achieve forecasts and obtain resource requirements 1.4 Determine operational productivity and performance measures to meet enterprise goals
2. Plan operations for optimum efficiency and effectiveness	2.1 Review work organisation and performance patterns for safety, efficiency and maximisation of team contribution and satisfaction 2.2 Develop systems and technologies to facilitate cost efficient and effective operations and to meet production, quality, waste, environmental and safety targets 2.3 Review product/process flows for optimum performance 2.4 Establish systems monitoring and control procedures to maximise performance 2.5 Prepare contingency plans 2.6 Identify operational assets and recommend asset management strategies 2.7 Prepare action plans to implement change
3. Manage operations	3.1 Identify operational requirements for inputs, personnel, equipment and transport 3.2 Prepare plans and schedules to meet customer requirements 3.3 Implement systems to control costs, energy consumption, waste, environmental impact, and food safety and quality 3.4 Plan and review work organisation strategies in consultation with the workforce 3.5 Identify and evaluate opportunities to maximise yield and gain commercial value from total production 3.6 Monitor and adjust operations, in accordance with operational plans and budgets 3.7 Use consultation and collaboration strategies to identify and resolve problems promptly, efficiently and effectively

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
4. Evaluate performance	4.1 Collect and analyse data to determine achievement of operational performance targets 4.2 Convey performance information and implications to stakeholders 4.3 Include recommendations and outcomes in the review of enterprise business plans, directions and goals 4.4 Review systems and procedures to facilitate the achievement of enterprise plans and goals

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPS5607C Manage and improve meat industry plant operations	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT507 Manage and improve meat industry plant operations

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- analyse enterprise forecasts for orders, livestock and raw material availability and prices, and determine the operational requirements to achieve enterprise goals
- analyse performance data to determine achievement of targets
- analyse the implications of blockages or stoppages (including breakdowns, no stock or materials and staff shortages) at particular points in the process flow, including upstream and downstream effects and costs
- outline enterprise directions, goals and ethical standards and analyse the implications for enterprise operations
- assess current operational capability to achieve enterprise goals, including through analysis of current technology, configurations, mixes of personnel and process and review of procedures to identify gaps or shortfalls
- apply methods and theories of workplace or work team organisation and job design, and review to enterprise operations
- apply relevant communication skills
- apply scheduling techniques and principles to enterprise operations
- consult, collaborate and negotiate with personnel from all levels and areas of the plant
- maintain currency of knowledge through independent research and/or professional development
- develop action plans to implement changes to improve performance
- evaluate and recommend strategies for achieving enterprise goals and forecasts, including assessment of alternative configurations/mixes of personnel, processes and work organisation structures and calculating the impact changes in operations have on the productivity of the enterprise/department and the preparation of resource proposals
- evaluate the costs, benefits, consequences and implications of adopting alternative risk management strategies and make recommendations to senior management
- identify and apply relevant workplace health and safety and workplace requirements

© Commonwealth of Australia, 2025 Skills Insight

- manage operations for area of responsibility, including developing operational strategies and schedules in response to short, medium and long term enterprise plans; obtaining and scheduling required resources, including raw materials, personnel, equipment, refrigeration, storage and transport; and monitoring product or process flow
- maximise value of enterprise operations, including identifying opportunities for gaining commercial value from co-products and by-products, evaluating relative returns on enterprise products to determine overall impact on profitability, and control of waste and energy consumption
- minimise workplace conflict and build positive relationships using consultation, negotiation and problem-solving strategies
- monitor enterprise performance, including developing productivity and operational performance measures for enterprise operations, linking monitoring systems to quality requirements and performance measures, interpreting performance information and taking/authorising corrective action
- prepare and monitor operational budgets, including identification of operational cost components, calculation of resource requirements, calculation of cost per unit of finished product monitoring of costs, adjusting budget variations and including budget requirements and projections in enterprise financial planning
- prepare contingency plans to minimise disruption to production
- present reports according to legal and enterprise requirements
- research and evaluate available technologies and systems for suitability in accordance with enterprise directions, plans and products
- use detailed product knowledge to describe processing or production requirements necessary for maintenance of quality of enterprise products (including handling, processing methods, equipment, and storage for different species and breeds)
- use mathematical skills to analyse performance in relation to cost, waste, production level, and yield
- use available information and communications technology, including productivity analysis and scheduling software

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- enterprise operational scope
- enterprise budget planning and management processes and cycles
- regulatory requirements affecting enterprise operations
- impact of operational changes on personnel and need to develop strategies minimising negative effects on individual, team and enterprise operations
- factors which affect the productivity of the enterprise, including workforce costs, capital investment, materials, waste and overheads

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

Methods of assessment must include:

- a third-party referee report of sustained performance at appropriate level of authority and responsibility
- assignment focusing on understanding and applying principles and theory to workplace operations
- workplace projects with focus on company environment and conditions

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT508 Manage environmental impacts of meat processing operations

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to assess the potential impacts of enterprise operations on the environment and implement cost effective strategies. Management of environmental impact is a priority across all sectors of the industry, which has invested considerably in developing best practice systems for the management and minimisation of environmental impact. The scope of the unit includes water quality, usage and waste, air quality, emissions, noise, odour, and the minimisation and disposal of solid wastes.

This unit is applicable to managers with responsibility for environmental matters and to plant engineers, production managers, chiller managers and quality managers working in a meat industry context.

At this level individuals exercise considerable autonomy, responsibility and accountability within enterprise structures and are required to make primary contributions to the values, goals and operations of the enterprise. They will typically have responsibility for establishing and reviewing systems for their site or department. They may be assisted by external experts to develop plans and strategies.

This unit must be delivered using Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Competency Field

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.t
1. Determine environment management strategy requirements	1.1 Ascertain enterprise's ethical, community and legal obligations relating to environmental management 1.2 Examine enterprise operations to identify potential environmental impacts 1.3 Analyse competitive and economic advantages and disadvantages of environmental management strategies
2. Develop enterprise commitment to environmental management	2.1 Obtain management commitment and formulate enterprise environmental management policy 2.2 Include agreed upon environmental management strategies in enterprise planning, operating systems and review processes 2.3 Develop consultative processes to resolve environmental issues and problems 2.4 Incorporate environmental management roles and responsibilities into job functions, position descriptions and Standard Operating Procedures (SOPs) 2.5 Develop and implement communication and training strategies to inform and support stakeholder commitment
3. Prepare environmental management strategy	3.1 Identify enterprise requirements for expert assistance and advice 3.2 Identify and evaluate environmental risks 3.3 Determine requirements of environmental management systems 3.4 Evaluate alternative environmental management strategies and systems for efficiency, effectiveness and sustainability, in accordance with enterprise requirements and regulatory compliance 3.5 Identify opportunities to minimise environmental impact and maximise commercial value of waste or waste treatment by-products 3.6 Calculate resource requirements and include them in enterprise planning processes 3.7 Develop performance criteria for environmental management
4. Implement and monitor environmental	4.1 Negotiate licences, permits, schedules and agreements to address regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
management strategies and systems	4.2 Communicate environment and waste management policies and responsibilities to stakeholders 4.3 Select, develop, implement and integrate environmental and waste management systems into operational systems 4.4 Develop monitoring, reporting and validation procedures 4.5 Prepare corrective action strategies and contingency plans 4.6 Establish verification procedures 4.7 Investigate causes of non-compliance and develop control measures 4.8 Review systems to reflect changes in technology, regulations and operational performance
5. Review environmental management policies, strategies and systems	5.1 Establish continuous review and improvement processes, including consultation with stakeholders 5.2 Assess and analyse performance information against specified criteria and standards to identify areas for improvement 5.3 Analyse and include conclusions and recommendations in enterprise planning and improvement processes
6. Manage community relations	6.1 Prepare environmental impact statements to address community, environmental and public health concerns and regulatory requirements 6.2 Conduct interactions with environmental authorities and agencies openly, positively and ethically 6.3 Identify and utilise opportunities to promote enterprise as good corporate citizen in relation to environmental management 6.4 Maintain, analyse and report to stakeholders details of enterprise measurement and logging of environmental impacts 6.5 Deal with community complaints promptly, openly and courteously

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMPS5608C Manage environmental impacts of meat processing operations	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT508 Manage environmental impacts of meat processing operations

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- analyse and interpret current regulatory requirements, including local, state, national and international, for environmental management, such as environmental tolerance levels, and their implications for enterprise operations
- assess viability of gaining commercial value from waste, including the determination of commercial quantities, costs, returns and payback periods
- apply relevant mathematical and communication skills
- communicate effectively with internal and external personnel with diverse roles and cultures
- comply with regulatory requirements for managing enterprise environmental impact, including negotiation of agreements, plans, permits and licences with relevant environmental management authorities, confinement of environmental impacts within permissible limits and preparation of the enterprise for external audit where specified
- consult with internal/external stakeholders and independent agencies to prepare contingency plans and emergency response procedures for environmental incidents
- develop individual and team capacity to achieve enterprise management policies and goals, including clear communication of individual and team responsibilities for minimising environmental impact, development of consultative processes and strategies to identify and resolve environmental issues, and identification and provision of appropriate training programs
- develop procedures for responding to community complaints and concerns
- evaluate and recommend environmental management systems to meet enterprise needs, including identification and audit of enterprise creation of waste and environmental impacts and evaluation of control and treatment systems, comparative costs, savings and minimisation of environmental impacts
- identify and apply relevant workplace health and safety, regulatory and workplace requirements

© Commonwealth of Australia, 2025 Skills Insight

- implement enterprise environmental management systems to minimise environmental impact, including the establishment of monitoring and testing regimes and record keeping systems; development of procedures for identifying, reporting and analysing the causes of environment non-conformances and incidents; development of control measures to prevent recurrence of environmental incidents, hazardous events and non-conformances
- monitor performance of the enterprise environmental management system, including the identification of performance standards based on industry best practice; collection and analysis of qualitative and quantitative performance data; benchmarking; and assessment of performance against standards and recommendations for improvement
- prepare and update enterprise environmental impact statements and management plans
- prepare information about enterprise's environmental management strategy and progress for public release in accordance with enterprise ethical standards and regulatory requirements
- prepare reports and recommendations for senior management using complex language analysis and appropriate presentation styles
- present reports according to legal and enterprise requirements
- use effective communication, negotiation and problem-solving skills in interactions with all stakeholders, including environmental authorities, agencies and community representatives
- use information and communications technology for research and data collection, analysis and reporting

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- potential costs of prevention, assessment and control of environmental impact
- customer and consumer, including importing country, requirements for effective environmental management and their implications for enterprise operations
- enterprise requirements for expert advice, assistance and support
- major air, water and solid waste environmental impacts generated by the meat industry
- relevant environmental authorities, their jurisdictions, powers and the implications for enterprise operations

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

Methods of assessment must include:

- a third-party referee report of sustained performance at appropriate level of authority and responsibility
- assignment focusing on understanding and applying of principles and theory to workplace operations

© Commonwealth of Australia, 2025 Skills Insight

- workplace projects with focus on company environment and conditions

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT509 Manage, maintain and continuously improve workplace health and safety plans and systems

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to prepare and manage workplace health and safety (WHS) plans and systems. It includes the development of a positive culture and the development of systems, procedures and controls. Improved workplace health and safety is a meat industry priority.

Effective WHS management produces a safe environment and reduces the financial liabilities of the enterprise.

This unit is applicable to managers within a meat industry context. They may have responsibilities for general WHS, or WHS practices within production, HR or other areas.

At this level individuals exercise considerable responsibility and accountability and are required to make primary contributions to enterprise values, goals and operations. They will typically have responsibility for establishing and reviewing systems for their site or department and may be assisted by external experts to develop plans and systems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Scope the WHS program	1.1 Identify and interpret relevant legal requirements and obligations for WHS 1.2 Determine scope of enterprise operations in relation to WHS systems, including establishing requirements for managing hazardous events 1.3 Document current enterprise systems and measure performance against internal and external benchmarks
2. Develop WHS policies and plans	2.1 Develop policies documenting and defining the commitment of CEO and enterprise to WHS 2.2 Set short, medium and long term enterprise goals and targets for WHS performance 2.3 Identify and commit to resource requirements for operating the system 2.4 Prepare implementation plan detailing resources and strategies 2.5 Prepare and implement communication strategy for informing stakeholders of policies, obligations and responsibilities
3. Develop enterprise commitment to WHS	3.1 Incorporate WHS responsibilities and duties in all relevant policies, position descriptions, operating procedures and work instructions 3.2 Ensure enterprise WHS policies, strategies and requirements include all enterprise personnel, contractors, suppliers and work site visitors 3.3 Establish consultative and participative mechanisms to facilitate the identification and prevention of WHS issues and their prompt, effective resolution 3.4 Consider WHS issues, including hazard and risk identification and control, in planning, designing and evaluating job design, procedure, technology, work/process flow, plant layout and construction
4. Develop and maintain procedures for identifying hazards	4.1 Analyse WHS records to determine trends 4.2 Correctly identify existing and potential hazards 4.3 Develop hazard identification procedures and integrate into enterprise procedures and systems
5. Manage and maintain	5.1 Correctly determine risks through identifying hazards

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
risk assessment procedures	5.2 Develop risk assessment procedures and integrate into enterprise systems
6. Manage and maintain risk control procedures	6.1 Develop and implement risk control measures in accordance with the hierarchy of control and regulatory requirements 6.2 Establish procedures for control of risks on the hierarchy of control and integrate them into enterprise procedures and systems 6.3 Replace interim control measures with permanent measures to control risks at the source 6.4 Identify and incorporate resources enabling implementation of new or permanent control measures in enterprise planning processes
7. Maintain enterprise commitment to WHS goals	7.1 Resource, plan and deliver training to support commitment to and compliance with regulatory and enterprise WHS requirements 7.2 Clearly present and regularly update enterprise, team and individual obligations for meeting WHS goals 7.3 Monitor enterprise operations and procedures to ensure the effective adoption of WHS procedures in accordance with enterprise and regulatory requirements
8. Manage and maintain hazardous event procedures	8.1 Correctly identify potential hazardous events 8.2 Identify and appropriately notify potential community health hazards 8.3 Consult local communities, emergency and community health services and authorities about procedures to control hazardous events and community health incidents
9. Continuously improve WHS performance	9.1 Maintain and secure WHS data and record keeping systems 9.2 Collect and analyse performance data, including team feedback, against enterprise goals and targets 9.3 Convey performance implications to stakeholders 9.4 Monitor and report compliance with enterprise and WHS requirements 9.5 Update systems and procedures for legislative, technical, procedural or operational changes

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMPS5609C Manage, maintain and continuously improve WHS plans and systems	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT509 Manage, maintain and continuously improve workplace health and safety plans and systems

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- access, where appropriate, specialist external advice to assist in developing WHS systems and plans
- analyse the impact of workforce characteristics, enterprise communication patterns and culture on WHS system design, implementation and operation
- use analysis of enterprise culture, including ethical standards and values, communication systems and workforce characteristics, to develop effective WHS consultative processes
- apply principles and procedures for hazard identification, risk analysis and hierarchy of controls in any or all areas of the workplace
- apply problem-solving strategies, including developing practical and creative solutions, showing independence, developing a range of strategies to resolve problems, testing assumptions, and addressing customer and workplace concerns
- collect, analyse and report complex WHS information to stakeholders using formats appropriate for the purpose and the audience
- consult with the community to develop strategies to minimise impact of enterprise operations, including Q fever from stockyards, on community health and safety
- maintain currency of knowledge through independent research and/or professional development
- develop and monitor systems to ensure workforce owns and complies with enterprise safety procedures, including establishing WHS consultative strategies and processes, implementing workplace safety committees and providing relevant training
- develop hazardous events plans in consultation with appropriate personnel and external agencies, including emergency services and government agencies
- establish record management systems to monitor compliance, including mandatory notifications and reporting, mandatory licences and certificates, registers, listings and labelling of regulated materials

© Commonwealth of Australia, 2025 Skills Insight

- identify and apply relevant communication and mathematical skills
- identify and apply relevant workplace and regulatory requirements
- identify and interpret the implications, obligations and requirements established by relevant legislation, regulations, guidelines, codes of practice, Australian standards for health and safety for the enterprise's directors, management and workforce
- identify appropriate industry or enterprise benchmarks for WHS performance
- improve health and safety performance, including developing WHS plans and strategies, acting on performance information, developing continuous review processes, including recommendations in the WHS planning process
- integrate enterprise WHS policies and procedures with relevant organisation management systems, including incorporating WHS responsibilities into all relevant workplace documents and strategies for ensuring visitors and contractors comply with enterprise health and safety policies
- monitor enterprise health and safety performance, including analysing health and safety information and measuring performance against enterprise goals, targets and benchmarks
- observe standard workplace WHS requirements while performing duties
- prepare action plans identifying WHS goals, managerial responsibilities and operational strategies
- prepare and monitor enterprise training plan for all levels of organisation to enable workforce commitment to workplace health and safety
- present reports according to legal and enterprise requirements
- establish enterprise health and safety goals and targets through consultation with stakeholders and analysis of enterprise WHS data
- systematically analyse the causes of accidents, incidents and work-related injuries and illnesses and take corrective action by identifying and introducing programs for reduction of accidents and injuries
- update enterprise policies, plans and practices to account for changes to relevant legislation, regulation, codes of practice and guidelines
- use available information and communications technology, including modelling and evaluation software, to collect, monitor, analyse and report enterprise safety data

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- enterprise requirements for using external experts to assist in developing WHS systems and plans
- impacts of enterprise WHS policies, systems and procedures on all organisation management systems and operations, including processing, production, maintenance, contracting, distribution and administration
- WHS hazards, risks and controls relevant to enterprise operations, procedures and products

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

The candidate must demonstrate competency through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

Assessment must be conducted in a workplace context under normal production and operating conditions.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT510 Manage transportation of meat, meat products and meat by-products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to schedule and monitor the hygienic, safe and secure transportation of meat, meat products and meat by-products, for domestic or international markets. The efficient transportation of meat, meat products and meat by-products results in the satisfaction of customer requirements.

This unit is of use to livestock buyers and coordinators, transport managers and finance managers operating in a meat industry context.

At this level individuals exercise considerable responsibility and accountability within enterprise structures and are required to make primary contributions to the values, goals and operations of the enterprise. They will typically have responsibility for establishing and reviewing systems for their site or department. They may be assisted by external experts to develop plans and strategies.

This unit must be delivered in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Implement requirements for the transportation of meat, meat products and meat by-products	1.1 Identify and follow regulatory, customer and enterprise requirements for the hygienic, safe and timely transportation of meat, meat products and meat by-products 1.2 Assess and allocate resource requirements
2. Establish transportation policies and procedures	2.1 Develop systems and procedures for the operation of meat transport vehicles for the hygienic and safe transport of meat, meat products and meat by-products 2.2 Develop security procedures and systems 2.3 Establish and maintain reporting and recording procedures 2.4 Develop and monitor supplier quality requirements and standards 2.5 Inform and mentor personnel, including contractors, in the performance of their obligations and responsibilities, including workplace health and safety
3. Manage transportation logistics	3.1 Analyse and select transport options 3.2 Prepare and negotiate contracts and schedules according to customer and production requirements 3.3 Complete documentation according to enterprise, customer and regulatory requirements 3.4 Maintain vehicles to ensure the hygienic transportation of meat 3.5 Operate storage facilities according to enterprise and regulatory requirements 3.6 Track and monitor consignments
4. Determine and manage transportation costs	4.1 Calculate cost of storage and transport 4.2 Prepare and monitor transport budget 4.3 Review procedures for cost savings
5. Manage contingencies	5.1 Develop contingency plans according to enterprise requirements 5.2 Analyse changing circumstances, and prioritise and clarify responses 5.3 Communicate impacts of changed schedules to all relevant parties
6. Review transportation of meat, meat products and meat by-products to improve customer	6.1 Monitor and review resources, procedures and schedules for effectiveness and efficiency 6.2 Include customer feedback and requirements in review of

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
service	transportation procedures and schedules 6.3 Involve team in continuous improvement processes
7. Establish effective communication with customers	7.1 Determine customer requirements 7.2 Resolve customer complaints promptly 7.3 Ensure communication strategies are inclusive of the cultural, ethnic and social diversity of individuals and groups
8. Produce reports	8.1 Produce reports according to legal and enterprise requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPS5610C Manage transportation of meat, meat products and meat by-products	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT510 Manage transportation of meat, meat products and meat by-products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- analyse throughput, production, storage requirements, meat safety requirements, product specifications, customer requirements, orders and the purchasing or scheduling of appropriate transportation services
- apply problem-solving skills to resolve transportation issues
- communicate effectively with regulatory authorities and stakeholders
- maintain currency of knowledge through independent research or personal development
- develop supplier quality criteria, including audit requirements, for purchasing transport services
- establish systems for completing and certifying documentation of product transportation
- identify and analyse transportation options; develop procedures to inform enterprise personnel, customers and contractors of changes in schedules
- apply relevant mathematical skills
- identify and apply relevant WHS requirements
- present reports according to legal and enterprise requirements
- use available communication and information technology systems to monitor transportation purchase, schedule and track consignments, and collect and analyse performance information
- work effectively as an individual and as a team member

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- food safety requirements for meat and meat product transportation
- regulatory and workplace requirements relating to the transportation of meat, meat products and meat by-products

© Commonwealth of Australia, 2025 Skills Insight

- potential impact and costs of inappropriate transportation of meat, meat products and meat by-products, including public liability and loss of custom
- public and workplace health and safety obligations relating to the transportation of meat, meat products and meat by-products
- requirements for maintaining product quality during transportation

Assessment Conditions

The candidate must demonstrate competency through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

Assessment must be conducted in a workplace context under normal production and operating conditions.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT601 Benchmark to manage and improve enterprise performance

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to conduct benchmarking exercises through the identification of appropriate benchmarks. It also describes the skills required to use benchmarking to focus enterprise operations and improve performance. In the meat industry, benchmarking is a tool for informing, measuring and developing an enterprise's performance.

This unit is suitable for all managers working in a meat industry context and supports them in fulfilling their responsibility to measure, evaluate and improve enterprise performance. This unit is applicable to engineers, refrigeration/chiller managers, production and operations managers, workplace health and safety, environment, quality, Human Resources (HR), finance, livestock, and logistics managers.

At this level individuals exercise considerable responsibility and accountability within enterprise structures and are required to make primary contributions to the values, goals and operations of the enterprise. They will typically have responsibility for establishing and reviewing systems for their site or department. They may work with the assistance of external experts to develop plans and strategies.

This unit must be delivered using Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify the need for benchmarking	1.1 Identify benchmarking as a tool for achieving strategic goals in enterprise planning processes 1.2 Analyse customer requirements, perceptions and satisfaction data to identify the need for improvement 1.3 Analyse competitor's products or processes to identify the need for improvement 1.4 Analyse company processes to determine potential improvements to efficiency 1.5 Analyse regulatory requirements to identify the need for improvement
2. Prepare for benchmarking	2.1 Determine scope and parameters of the benchmarking exercise according to enterprise priorities and plans 2.2 Estimate benchmarking resource requirements and include them in budgets and operational plans 2.3 Plan benchmarking strategies around realistic time frames and enterprise planning cycles 2.4 Identify and plan communication and mathematical requirements 2.5 Develop benchmarking goals in consultation with stakeholders 2.6 Select benchmarking teams according to agreed criteria 2.7 Confirm team roles and responsibilities and deliver training accordingly 2.8 Schedule and document benchmarking activities following consultation with stakeholders 2.9 Establish and agree criteria for internal and external benchmarking with benchmarking team 2.10 Identify internal and external benchmarking partners or sources, according to the scope, parameters and goals of the benchmarking exercise 2.11 Develop cooperative and open relationships with benchmark partners
3. Undertake benchmarking activity	3.1 Identify and negotiate logistical requirements and impacts of the benchmarking exercise with stakeholders 3.2 Develop statistical analysis and measurement frameworks 3.3 Develop and agree problem-solving processes

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	3.4 Analyse and document own enterprise or department functions, processes and operations according to agreed criteria 3.5 Analyse and document benchmarking partner's functions, processes, operations and performance outcomes 3.6 Compare performance to identify compatibility of measurement data, commonalities, trends, differences and gaps 3.7 Communicate comparisons or benchmarking reports to benchmarking partners according to agreement 3.8 Develop strategies for change from analysing and evaluating divergences and gaps
4. Capitalise on benchmarking outcomes	4.1 Identify opportunities for using benchmarking and benchmarking data in continuous improvement processes 4.2 Build customer consultation and feedback into continuous improvement processes 4.3 Support enterprise personnel during the change process 4.4 Measure and report improvements resulting from the benchmarking processes to stakeholders 4.5 Use benchmarking information to develop the enterprise's competitive advantage and market profile

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR601A Benchmark to manage/improve enterprise performance	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT601 Benchmark to manage and improve enterprise performance

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Effective management and/or facilitation of a benchmarking process, including related improvement activities, must be demonstrated.

The candidate must:

- determine criteria identifying appropriate benchmarking partners and maintaining positive partner relationships, in accordance with enterprise goals and directions
- access industry and enterprise benchmarking data
- analyse and interpret a range of complex qualitative and quantitative data relating to enterprise operations and benchmarking activities
- apply relevant communication and mathematical skills
- identify enterprise goals and directions and explain the role of benchmarking in achieving enterprise goals
- develop and maintain positive relationships with benchmarking partners
- work effectively as an individual and as a member of a team
- use effective communication, negotiation and leadership skills in a range of benchmarking interactions, including with benchmarking teams, benchmarking partners and internal stakeholders
- use problem-solving skills in a range of situations
- use information and communications technology including performance management, project management, statistical and modelling software
- prepare a strategy for gathering and analysing customer feedback
- develop a financial model for measuring Return On Investment (ROI) for benchmarking processes
- develop and implement a communication and marketing strategy to inform stakeholders (including senior management, personnel at all levels of the organisation and customers) of benchmarking goals, progress and outcomes
- prepare benchmarking action plans that specify resource requirements, methodologies, milestones, communication strategies and timelines, including mechanisms for linking with enterprise planning cycles and continuous improvement strategies

© Commonwealth of Australia, 2025 Skills Insight

- develop and implement strategies for the resolution of logistic, resource, cultural, ethical and political issues raised during the benchmarking process, including scheduling team member release and involvement, supporting individuals through change, managing group dynamics, handling confidentiality and commercially sensitive information, and dealing with diversity
- develop performance indicators for the enterprise, function, department or process being benchmarked
- implement the findings of benchmarking exercise including interpreting benchmarking results, identifying areas for improvements, building findings into targets and planning,

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- the role of performance indicators in benchmarking
- the difference between performance and process benchmarking
- relevant workplace health and safety, environmental, animal welfare and biosecurity, workplace and regulatory requirements
- the critical factors required for successful and effective benchmarking processes and outcomes, and the implications of enterprise benchmarking activities

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

Methods of assessment must include:

- a third-party referee report of sustained performance at appropriate level of authority and responsibility
- assignment focusing on understanding and application of principles and theory to workplace operations
- simulation, workplace or industry projects focusing on company/industry environment and conditions

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT602 Monitor and manage organisational legal responsibilities

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to monitor and manage an enterprise's legal responsibilities. It also describes the skills and knowledge required to manage risks associated with business operation and the provision of goods and services. It includes working with enterprise personnel and monitoring and reviewing systems to achieve compliance and minimise risk.

This unit is appropriate for all managers with responsibility for production, workplace health and safety, human resources, environmental or financial management systems and procurement, sales and marketing functions, in all meat industry sectors.

This unit must be delivered using Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Gather legal information required for business compliance	1.1 Gather and analyse relevant , appropriately sourced legal information 1.2 Seek, analyse and evaluate expert advice 1.3 Clearly explain employer and employee obligations and responsibilities to management
2. Identify legal risks	2.1 Evaluate workplace policies, systems, controls and practices in terms of enterprise and legal requirements 2.2 Analyse workplace policies, procedures and systems for compliance with contractual and legal obligations 2.3 Identify key risk areas 2.4 Analyse risk level
3. Ensure enterprise compliance with legal requirements	3.1 Analyse current strategies for compliance with legal requirements 3.2 Provide feedback on compliance record to stakeholders 3.3 Develop, implement and communicate strategies to ensure compliance with legal requirements and minimise risk 3.4 Maintain currency of legal information
4. Report enterprise compliance	4.1 Maintain and secure records relating to systems, training, communication and non-compliance with legal requirements 4.2 Prepare compliance reports for internal personnel and external authorities as required 4.3 Record and make timely reports on non-compliance incidents to relevant internal personnel and external authorities 4.4 Prepare compliance reports and enterprise presentations for external authorities

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR602A Monitor and manage organisational legal responsibilities	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT602 Monitor and manage organisational legal responsibilities

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Candidates must demonstrate ability to identify, understand and interpret legal information in the context of the enterprise's business. Evidence must demonstrate the candidate's consistency of performance over time.

Candidates must:

- analyse and maintain currency of legal information through independent research and/or professional development
- read, analyse and interpret complex legal information
- access relevant mathematical information
- interpret monitoring data and prepare compliance reports
- apply legal concepts, including duty of care, in developing and implementing enterprise operations and systems
- apply teamwork strategies to foster stakeholder commitment and compliance with legal requirements
- communicate legal information and requirements to all stakeholders, in a language and style suitable for the purpose and audience
- determine the enterprise's level of legal and statutory compliance
- interact and communicate with external authorities in a professional and open manner
- promptly report non-compliance to relevant external authorities and enterprise personnel
- determine corrective actions appropriate for the circumstances
- present reports according to legal and enterprise requirements
- use assertiveness, persuasion and negotiation as required
- determine the responsibilities and liabilities of managers, directors, owners and employees and the consequences of non-compliance
- maintain and secure records and record keeping systems to meet legal or statutory requirements
- prepare briefing information for specialist legal advisors
- identify enterprise requirements for specialist legal advice

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

Candidates must demonstrate an in depth technical and theoretical knowledge of:

- relevant workplace health and safety, environmental, biosecurity, animal welfare and workplace requirements
- sources of legal information
- legal concepts including social justice, tort, negligence, consumer and employment law
- legal requirements concerning food safety
- relevant trade practices requirements

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

Methods of assessment must include:

- a third-party referee report of sustained performance at appropriate level of authority and responsibility
- assignment focusing on understanding and application of principles and theory to workplace operations
- workplace projects focusing on company environment and conditions

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT603 Manage meat processing systems to maintain and improve product quality

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to manage enterprise quality systems and maintain product quality. It also describes the skills and knowledge required to monitor, review, evaluate and improve enterprise operations to ensure that delivery of meat and meat products satisfies customer demand.

This unit is applicable to Quality Assurance (QA) personnel, production managers, cold chain coordinators and transport coordinators. Many factors impact on the quality, including eating quality, of meat and meat products. Quality, in turn, affects meat prices and sales.

This unit must be delivered using Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Define meat quality	1.1 Research and analyse relevant regulatory, scientific, industry and market information on meat quality, and factors affecting meat quality 1.2 Identify and analyse customer and consumer perceptions, expectations and requirements 1.3 Define and balance meat quality against enterprise requirements for yield, cost and meat safety 1.4 Prepare enterprise meat quality specifications for suppliers or supplied product and end product 1.5 Establish performance standards, including specifications, and put in place data collection strategies
2. Analyse impact of production processes and systems on meat quality	2.1 Identify meat quality control points along the value chain, including pre-slaughter and post-slaughter factors 2.2 Analyse production processes and systems against agreed criteria 2.3 Analyse and evaluate the impact of enterprise operations including inputs, processes and technology, on meat quality, yield and cost 2.4 Prepare and present recommendations to improve operations for product quality 2.5 Establish alliances with suppliers and customers to improve quality at all points in the value chain 2.6 Identify and allocate resource requirements to achieve meat quality specifications
3. Monitor meat product quality	3.1 Prepare, implement and analyse sampling and testing procedures and schedules 3.2 Investigate non-conformances with meat quality requirements 3.3 Develop and implement preventative and control measures
4. Evaluate meat quality outcomes	4.1 Analyse and assess performance against relevant standards 4.2 Develop continuous improvement strategies and prepare implementation strategies 4.3 Analyse and act on consumer feedback in accordance with continuous improvement framework 4.4 Develop and communicate recommendations to improve operations for maintaining and enhancing the quality of meat and meat products to appropriate personnel
5. Promote enterprise meat quality outcomes	5.1 Report meat quality outcomes to stakeholders, including employees, customers and consumers 5.2 Use enterprise meat quality specifications to identify market edge

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR603A Manage meat processing systems to maintain and improve product quality	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT603 Manage meat processing systems to maintain and improve product quality

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- evaluate impact of current plant, equipment and processes on meat and meat product quality
- assess and monitor the efficiency of improvements to meat and meat product quality
- apply relevant communication and mathematical skills
- monitor operations and develop criteria for assessing meat and meat product quality
- evaluate product quality outcomes through the development of specifications and performance standards, analysis and interpretation of performance information including costs and sales
- improve product input and service quality by developing alliances, supplier specifications, audit processes and by monitoring input quality
- maintain currency of knowledge through independent research or professional development
- prepare and communicate information on meat and meat product quality outcomes to workforce, consumers and customers
- prepare recommendations for improving operations to maintain and enhance meat and meat product quality
- prepare specifications for enterprise product, including specifications for end product where not provided by customer, supplier and supplied product specifications, product description, labelling and claims
- research best practice in meat processing, meat manufacturing, meat preparation techniques and technology including computerised, mechanical and manual systems, and their impact on product quality

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- Hazard Analysis Critical Control Point (HACCP) principles, systems and food safety requirements for enterprise product.
- nutritional content and value of meat and meat products
- negative physiological changes of meat and their prevention (including Dark, Firm and Dry (DFD) and Pale, Soft, Exudative (PSE))
- impact of species, breed, sex, age (dentition and ossification) and nutrition of livestock on meat and meat product quality
- enterprise requirements for product costs, prices and sales and their influence on enterprise definition and achievement of product quality
- major physical, chemical/biochemical and microbiological characteristics and changes affecting the quality of meat and meat products
- relevant workplace health and safety, environmental, animal welfare, biosecurity and workplace requirements
- optimum testing and sampling regimes to monitor and measure the quality of enterprise product
- meat tenderisation techniques and their suitability for enterprise operations and products, including:
  - advanced technological processes
  - calcium activated tenderisation
  - conditioning, including elevated temperature conditioning
  - electrical stimulation
  - further processing (including cooking and smoking)
  - mechanical tenderisers (including knife tenderisers)
  - product ageing processes (including rigor mortis, shear force and post mortem including calcium dependent) proteolysis
  - tenderstretching
- pre-slaughter and post-slaughter factors and their impact on meat and meat product quality
- biological and anatomical structures of major species processed in Australia for human consumption
- meat and meat product description and grading systems used in the Australian market, including:
  - AUS-MEAT
  - Japan Beef Grading System
  - Meat Standards Australia (MSA)
  - United States Department of Agriculture (USDA) Grading System
- regulatory requirements impacting on enterprise operations and product quality.

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

Methods of assessment must include:

- a third-party referee report of sustained performance at appropriate level of authority and responsibility
- assignment focusing on understanding and application of principles and theory to workplace operations
- case study, workplace project or audit with focus on company environment and conditions

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT604 Manage effective operation of meat enterprise cold chain and refrigeration systems

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to plan and oversee the effective operation of enterprise cold chain and refrigeration systems, ensuring product quality and food safety. It also describes ways to manage and reduce the costs of cold chain operations. Cold chain systems and operations are critical to the quality and food safety of enterprise products. Managing them efficiently will minimise production costs and facilitate regulatory compliance.

This unit is applicable to production managers, plant engineers, Quality Assurance (QA), maintenance and chiller managers or coordinators.

At this level, individuals exercise considerable responsibility and accountability within enterprise structures and are required to make primary contributions to the values, goals and operations of the enterprise. They will typically have responsibility for establishing and reviewing systems for their site or department. They may work with the assistance of external experts to develop plans and strategies.

This unit must be delivered using Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Assess enterprise cold chain system requirements	1.1 Analyse enterprise goals, directions and forecasts and determine the implications for cold chain requirements 1.2 Document enterprise refrigeration systems, cold chain, operations and technical support team activities 1.3 Identify regulatory and customer requirements regarding operating and maintaining refrigeration systems 1.4 Determine enterprise requirements for accessing specialised refrigeration advice and expertise 1.5 Determine optimum refrigeration requirements to maintain quality and safety of products 1.6 Establish performance standards and targets, including those relating to food safety, cost, quality and waste
2. Manage and control cold chain systems	2.1 Develop procedures for safely and hygienically operating and maintaining refrigeration or cold chain systems according to quality, food safety, manufacturer specifications and customer and enterprise requirements 2.2 Prepare contingency plans and procedures for systems failure or overload and convey to relevant personnel 2.3 Prepare emergency procedures and plans and incorporate into health and safety systems, procedures, training and work instructions 2.4 Prepare strategies for communicating and resolving system problems and failures with stakeholders
3. Monitor refrigeration and cold chain system performance	3.1 Determine and develop performance information requirements and data collection strategies 3.2 Establish and maintain monitoring procedures for operating refrigeration or cold chain systems 3.3 Investigate and report non-conformances and implement corrective action 3.4 Develop and implement preventative and control procedures to prevent future non-conformance
4. Improve refrigeration system performance	4.1 Analyse and measure performance data against relevant performance standards, including product quality and cost requirements 4.2 Calculate and monitor energy costs of refrigeration systems

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	4.3 Develop and implement strategies to improve performance and minimise costs 4.4 Include refrigeration system requirements in budgets and plans

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR604A Manage effective operation of meat enterprise cold chain and refrigeration systems	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT604 Manage effective operation of meat enterprise cold chain and refrigeration systems

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

Candidates must:

- assess requirements for enterprise refrigeration or cold chain systems in terms of enterprise goals, directions and forecasts, detailed product knowledge and regulatory requirements
- apply mathematical skills and budget principles to refrigeration costs
- apply relevant communication and mathematical skills including, as appropriate:
- assertiveness, persuasion and negotiation skills
- face-to-face, technological and electronic communication
- communicating in sensitive, conflictive, collaborative and supportive environments
- analysing and presenting complex concepts, technical information, mathematical information and other data in simple or complex formats
- complex actual and hypothetical technical and financial modelling, calculations, interpretation or analysis
- develop and maintain the operating system
- prepare manuals and procedures for operating refrigeration systems, chillers and freezers according to hygiene, safety, quality and customer requirements and determine corrective actions for systems variations and non-conformances
- identify key personnel for the resolution and communication of systems problems and failures
- maintain currency of knowledge through independent research or professional development
- maintain the quality of products in the cold chain by monitoring chillers or freezers and interpreting refrigeration data to maintain appropriate temperature or humidity for product types and quantities
- manage maintenance of enterprise refrigeration systems including the negotiation and preparation of maintenance schedules; monitoring repairs; conformance with regulatory and quality requirements; and replacement requirements

© Commonwealth of Australia, 2025 Skills Insight

- manage refrigeration costs by monitoring the costs of refrigeration including internal or external service models, maintenance costs, lost time costs, product losses and energy costs
- monitor and report system performance including setting performance standards and measures for refrigeration system, that are consistent with enterprise goals and products; analysing performance information; and making recommendations for systems improvement to include in enterprise forward planning
- operate refrigeration or cold chain systems efficiently, including: identifying and implementing strategies for reducing heat load in enterprise chiller or freezer; minimising energy costs; maximising availability and minimising down time; maintaining temperatures according to quality and food safety requirements
- prepare safety procedures for chillers or refrigeration systems, including: emergency plans and procedures for incidents and accidents associated with refrigerants (leaks and spills); and procedures for the safe and efficient operation of equipment, including forklifts and lights, in chillers and freezers
- utilise information and communications technology including statistical and modelling software for research, data collection and analysis, and reporting

Knowledge Evidence

Candidates must demonstrate an in depth technical and theoretical knowledge of:

- refrigeration concepts and terms including:
  - ambient temperature
  - Biot number: ratio of conductive (internal) resistance to heat transfer to the convective (external) resistance
  - half cooling time
  - surface heat transfer
  - thermal properties of meat including conductivity
- strategies for reducing heat loads, including:
  - air curtains
  - automatic door closers
  - improved insulation to prevent heat filtration through wall
  - no lights, people, machinery inside
  - plastic strips
  - removal of heat load caused by fans
- impact of high and low humidity on eating quality, production and storage of meat and meat products
- impact of moisture transfer during chilling and freezing on quality, production and storage of meat and meat products
- impact of packaging on chilling and freezing rates of meat and meat product
- concept of heat load and the implications for product quality and energy requirements for refrigeration system
- methods of chilling and freezing meat and meat products including:

© Commonwealth of Australia, 2025 Skills Insight

  - air (including natural convection, forced convection and spray chilling)
  - air freezing
  - contact freezing
  - cryogenic (including gaseous, sold and liquid - liquid nitrogen and solid carbon dioxide)
  - cryogenic freezing
  - direct contact (including plate freezing and conduction)
  - direct freezing systems
  - liquid immersion (including chilled water or glycol solution)
- the impact of chilling, chilling rates, freezing and freezing rates on quality, production and storage of meat and meat products
- qualities of humidity including changes in evaporation, pH levels, saturation humidity, saturation vapour pressure
-

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

Methods of assessment must include:

- a third-party referee report of sustained performance at appropriate level of authority and responsibility
- assignment focusing on understanding and application of principles and theory to workplace operations
- workplace projects with focus on company environment and conditions

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT605 Assess and purchase livestock

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to identify, select and purchase livestock according to customer requirements and within enterprise livestock budgets. The selection, purchase and transport of livestock has implications for product quality and enterprise profitability.

In a meat industry context, individuals working at this level exercise considerable responsibility and accountability within enterprise structures and are required to make primary contributions to the values, goals and operations of the enterprise.

This unit is of particular interest to livestock buyers but may also have relevance for production and finance personnel.

All work in this area must be conducted in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify livestock markets	1.1 Identify and select livestock markets and methods to meet enterprise requirements 1.2 Analyse risks associated with purchasing inappropriate livestock and identify risk management strategies 1.3 Identify regulatory requirements relating to selling and purchasing livestock 1.4 Establish networks and alliances, in accordance with legal and enterprise requirements, to ensure access to markets and gain market intelligence
2. Select livestock	2.1 Confirm enterprise specifications and requirements for livestock, including Quality Assurance (QA) arrangements for and with producers 2.2 Conduct livestock inspection procedures in accordance with workplace health and safety and animal welfare requirements 2.3 Select livestock according to enterprise and customer specifications
3. Purchase livestock	3.1 Analyse market conditions and monitor trends in livestock quality and prices 3.2 Negotiate terms of sale according to enterprise requirements 3.3 Monitor livestock budget and take corrective action to address variations 3.4 Address requirements of the National Livestock Identification System (NLIS) 3.5 Complete documentation relating to purchase or sale
4. Transport livestock	4.1 Negotiate transport of livestock according to enterprise and animal welfare requirements 4.2 Negotiate transport of livestock according to enterprise production schedules and requirements
5. Evaluate livestock purchases	5.1 Monitor quality of livestock against customer specifications and enterprise requirements 5.2 Recommend and implement strategies for improving purchase quality

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR606A Assess and purchase livestock	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT605 Assess and purchase livestock

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

Candidates must:

- apply relevant communication and mathematical skills
- assess livestock against enterprise specifications and determine fitness for purpose (suitability for customer requirements and ability to meet customer specifications), including the identification of species and breeds in stockyards or paddocks and calculating dressed carcase weight to determine yield and product price
- communicate effectively with producers to provide feedback on enterprise requirements including the presentation of livestock
- complete purchase documents accurately
- develop open and constructive relationships with key livestock sales and transport personnel
- estimate expected yield from species and breeds
- evaluate industry methods for purchasing livestock and determine methods suitable for the enterprise
- gather and interpret processing and sales data, including customer feedback to analyse quality of livestock purchased
- identify and apply relevant workplace health and safety, animal welfare, and workplace requirements
- identify potential alliances, key stakeholder networks and information sources to facilitate enterprise access to required livestock and livestock markets
- interpret the implications of enterprise ordering and sales forecasts for the purchase of livestock
- manage livestock budget including analysis of livestock market trends and enterprise purchase history to determine quality and price parameters, calculating average purchase price per kilo and balancing purchase prices to achieve livestock budget targets
- negotiate enterprise requirements for transport of livestock with carrier including animal welfare requirements, enterprise production schedules and enterprise budget requirements

© Commonwealth of Australia, 2025 Skills Insight

- obtain and secure documentation relating to livestock status, purchase and transport
- prepare livestock purchasing plans to meet enterprise forecasts of orders and sales including liaison with enterprise personnel to identify production livestock schedules and requirements, analysing enterprise orders and sales, and confirming livestock specifications
- present reports according to legal and enterprise requirements
- use available communication and information technology to record, monitor and analyse livestock purchase data, including fat scores, prices and pricing structures
- address NLIS requirements

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- characteristics of different species and breeds and their suitability for the enterprise's product
- identification of animals using brands, tags and tattoos
- the requirements of the NLIS system
- international, national and local factors affecting the livestock market and describe the implications for the enterprise's operations
- livestock classification and conformation or scoring system
- customer specifications and their implications for selecting and purchasing stock, including required product or cuts, European Union (EU) closed system, Japanese ox
- enterprise ethical standards and the implications for operations in the livestock market
- producer QA programs, including 'Cattle Care' and 'Flock Care'
- regulatory requirements affecting the purchase and transportation of livestock
- effects of transportation on livestock and product quality
- symptoms of infectious and non-infectious diseases to be identified or eliminated when assessing livestock

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

Methods of assessment must include:

- a third-party referee report of sustained performance at an appropriate level of authority and responsibility
- assignment focusing on the understanding and application of principles and theory to workplace operations
- simulation or workplace projects with focus on enterprise environment and conditions

Assessors must satisfy current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT606 Analyse and develop enterprise systems for new opportunities

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to evaluate and develop production systems that are cost efficient and suitable to a company's products and goals. It also describes the skills and knowledge required to ensure products meet enterprise and customer specifications. The design of production systems affects the quality of the products processed. Analysing and developing enterprise production systems provides enterprises with the flexibility to become an innovative organisation, take on new opportunities and strengthen or expand their market.

At this level individuals exercise considerable autonomy, responsibility and accountability within enterprise structures and are required to make primary contributions to enterprise values, goals and operations. They will typically have responsibility for establishing and reviewing systems for their site or department. They may be assisted by external experts to develop plans and strategies.

This unit is suitable for senior managers, Chief Executive Officers (CEOs), Chief Finance Officers (CFOs) and directors of meat processing and smallgoods enterprises, who seek to build a culture of innovation in a meat industry context.

This unit must be delivered in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	**Performance criteria**
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Analyse effectiveness of enterprise production system to meet enterprise goals	1.1 Identify enterprise mission, direction and objectives 1.2 Determine impact of current market trends, future market trends and business environment on enterprise goals and operations 1.3 Determine production system requirements to meet enterprise goals 1.4 Assess capacity of the existing system to meet enterprise goals 1.5 Analyse existing systems to identify system strengths, weaknesses and issues
2. Identify and evaluate alternatives	2.1 Research new, reconfigured or redesigned systems and their components 2.2 Evaluate new, reconfigured or redesigned systems and their components (for suitability, feasibility and cost), and report outcomes to stakeholders 2.3 Obtain enterprise commitment to a new, reconfigured or redesigned system 2.4 Identify, agree upon and include resource requirements in enterprise planning 2.5 Identify and evaluate sources of resource support
3. Implement solutions	3.1 Develop specifications for new, reconfigured or redesigned system 3.2 Commission new, reconfigured or redesigned system 3.3 Plan, negotiate and communicate implementation strategy, including redesigned system, with stakeholders 3.4 Identify impact on personnel and prepare strategies facilitating change 3.5 Develop, resource and implement training plans 3.6 Develop, test and refine procedures and controls
4. Monitor production process	4.1 Establish performance criteria for the new, reconfigured or redesigned system 4.2 Collect, analyse and report performance data 4.3 Report progress and performance to stakeholders

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	4.4 Identify strategies for improvement in consultation with the team and integrate them into continuous improvement and planning processes

Foundation Skills

Foundation Skills essential to performance are explicit in the performance of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR607A Analyse and develop enterprise systems for new opportunities	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT606 Analyse and develop enterprise systems for new opportunities

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

Candidates must:

- flowchart the movement of products and resources along the chain or process line to identify strengths and weaknesses
- apply in-depth product knowledge in determining the processing requirements for species or products according to customer and enterprise requirements, including methods, technology, quality, speed of production
- analyse the organisation’s environment to assess capacity for, and potential impact of, systems and operations
- establish goals and performance criteria for operation of the production system
- determine criteria for evaluating alternative production systems and system components including reference to product specifications, yield and quality, technical requirements and cost
- develop data collection and recording systems linked to systems performance criteria
- analyse performance information and prepare reports for stakeholders
- apply relevant communication and mathematical skills
- develop a communication strategy for involving the workforce, negotiating changes and reporting progress
- assess alternative configurations of technology, labour, processes, organisation and layouts for process flow effectiveness
- compare capability of existing production system with market potential and capability of alternative systems
- estimate the impacts of enterprise forecasts and changes in the industry, including technology and in the market on enterprise resource requirements, operation and sales
- evaluate the consequences and change implications of adopting new, reconfigured or redesigned systems on overall operation of the plant, including the impact on personnel
- identify and apply relevant workplace health and safety, animal welfare, biosecurity, environmental and workplace and regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

- identify and resolve industrial relations issues related to changes in systems
- prepare action plans for the implementation of new systems including commissioning of the new system, timelines, resources, training and change facilitation strategies to assist personnel implement new, reconfigured or redesigned systems
- prepare and justify budgets for the introduction of new systems or components including calculating the costs of retaining the current system and the costs of setting up and operating new, reconfigured or redesigned systems, including initial costs, ongoing costs and payback periods
- prepare and present recommendations in formats, language and styles appropriate for the audience
- present reports according to legal and enterprise requirements
- quantify and cost the resources required for optimum operation of existing systems, including utilities and energy, personnel, equipment and stock
- research and analyse market intelligence, trends and forecasts to identify enterprise possibilities
- research and evaluate available systems (including technology and equipment, processing methods and techniques and work design) appropriate for enterprise product
- research and evaluate sources of support including government and private, financial and other support
- review existing procedures and controls or develop new ones to facilitate systems operations in accordance with enterprise and regulatory requirements including integration with enterprise quality and food safety systems
- seek external advice where appropriate (including from technology and equipment manufacturers, architects, engineers and tradespeople)
- use a range of quality and evaluative tools to analyse the capability of enterprise systems to meet future projections
- use available communication and information technology to complete forecasts, analyses and modelling, where required

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- enterprise goals and directions and their implications for enterprise operations
- budgeting strategies including calculating the costs of maintaining the current system and the operational and set-up costs for new, reconfigured or redesigned systems, including initial costs, ongoing costs and payback periods
- report formats and styles and their appropriateness for various audiences

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

Methods of assessment must include:

- a third-party referee report of sustained performance at appropriate level of authority and responsibility
- assignment focusing on understanding and application of principles and theory to workplace operations
- workplace projects with focus on enterprise environment and conditions

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT607 Establish new markets

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to assess enterprise potential and capacity for entering new markets. It also describes the skills and knowledge required to identify new markets, research regulatory requirements and negotiate contracts.

Decisions to enter new markets should be based on extensive research and planning. Management's understanding of the risks and benefits of new markets and their implications for the business is essential.

This unit would benefit managers responsible for marketing and production and Quality Assurance (QA) managers required to supply product for new markets. This unit is relevant for all industry sectors.

This unit must be delivered in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Research and determine viability of entering new markets	1.1 Identify and evaluate sources of assistance for locating and establishing new markets 1.2 Analyse characteristics of potential markets 1.3 Review enterprise products and service range in in terms of potential market and customer requirements 1.4 Assess competitive position of enterprise product and prepare sales projections 1.5 Determine licensing and other regulatory requirements 1.6 Evaluate costs, benefits and risks of entering new markets
2. Develop a market entry strategy	2.1 Develop resourcing strategies for new market entry 2.2 Identify risk management strategies 2.3 Develop marketing strategies in association with relevant internal and external personnel 2.4 Plan distribution strategies to ensure profile of product in the new market
3. Identify contract and service requirements	3.1 Establish enterprise terms of payment and administrative requirements 3.2 Identify documentary and commercial requirements of new markets 3.3 Identify finance and insurance requirements 3.4 Identify contractual requirements relating to transport and distribution to ensure product quality and safety
4. Develop evaluation strategy for new market entry	4.1 Identify targets and determine performance indicator requirements 4.2 Prepare strategies for collecting and analysing performance data 4.3 Identify strategies for reporting outcomes, including future planning recommendations

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMPSR608A Establish new markets	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT607 Establish new markets

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

Candidates must:

- apply relevant communication and mathematical skills
- communicate and negotiate clearly, ethically and effectively with a range of representatives (including internal personnel, government agents, financial agencies, distributors, export control agencies, brokers, customers) and other stakeholders
- research potential markets including competitors, products, customers and market regulations, legislation and controls
- evaluate feasibility of entering new markets
- identify the cultural requirements of the new market and clients
- identify strategies for financial risk management
- prepare, negotiate and implement strategies and action plans for entering new markets
- determine and obtain resources required to support new market strategy
- establish infrastructure requirements for new market
- use teamwork strategies to prepare work team to support new market strategy
- evaluate and report market entry performance
- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- maintain currency of knowledge through independent research or professional development
- prepare enterprise strategies and plans which include resource requirements, timelines, milestones and communication strategies
- present reports according to legal and enterprise requirements
- research, collate and analyse information relating to the individual business, domestic and international context (as applicable)
- use available information and communication technology and systems (including forecasting software, budgets, research material) to assist planning, monitoring and reporting

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- purpose and features of distribution and marketing strategies
- role of new markets in achieving enterprise goals and plans
- enterprise budgetary and planning cycles and processes; methods of production analysis; and sales records and costs; and enterprise methods for estimating and forecasting sales and production requirements

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

Methods of assessment must include:

- a third-party referee report of sustained performance at appropriate level of authority and responsibility
- assignment focusing on understanding and application of principles and theory to workplace operations
- workplace projects which focus on enterprise environment and conditions

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT801 Manage financial performance

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to manage financial performance in an organisation or business unit.

Leaders in agri-business are typically required to forecast future financial resource needs, analyse current asset performance and capacity to commercial standards and set business targets. They are also required to manage compliance mechanisms, manage financial risk within agreed plans and mechanisms, and monitor compliance with financial projections.

This unit is specifically relevant to leaders or managers working in a competitive commercial environment.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Forecast future financial resource	1.1 Establish and assess the capacity of existing financial systems 1.2 Forecast financial data and business system requirements

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
needs	1.3 Analyse forecasted requirements 1.4 Prepare and plan budget forecasts according to organisational and statutory requirements 1.5 Prepare and present recommendations for budget expenditure or for modifying existing projections
2. Analyse current asset performance and capacity	2.1 Analyse costs and returns associated with assets and liabilities using standard accounting reports to identify the extent of debt and equity financing 2.2 Identify management responsibilities and legal reporting requirements in consultation with relevant enterprise staff 2.3 Analyse and interpret financial reports and key information 2.4 Analyse and evaluate the effects of financial decisions on organisational ability to meet planned outcomes in relation to specific activities or timeframes
3. Set business targets and compliance mechanisms	3.1 Collect comparative and trend information and confirm needs for future budget and associated resources 3.2 Complete consultation on relevant short-term and long-term needs 3.3 Allocate resources for the budget to maximise organisation's performance 3.4 Maintain accurate and up-to-date records of resource allocation and usage in accordance with organisational requirements 3.5 Develop and review management systems which enable the timely collection, management and processing of information 3.6 Complete and accurately report records of budget performance and expenditure in accordance with organisational procedures and statutory requirements 3.7 Evaluate and improve budget audit mechanisms and compliance requirements
4. Manage financial risk	4.1 Identify deviations from budget that adversely affect organisational objectives 4.2 Promptly develop action plans to remedy significant deviations from budget objectives and projections 4.3 Monitor and review financial documentation against organisational objectives 4.4 Revise and renew budget priorities to meet operational contingencies and manage risk 4.5 Manage costs in accordance with budget targets

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMBUS701A Manage financial performance	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT801 Manage financial performance

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

Candidates must:

- prepare a financial resource plan/budget
- monitor and manage financial resources over a full planning cycle
- effectively communicate financial reports and operational execution
- make adjustments to suit changing circumstances and respond to unusual situations.
- identify and analyse potential risks of any type
- identify financial information and to follow relevant accounting procedures
- apply decision making skills
- use interpersonal skills to:
  - maintain appropriate relationships with colleagues
  - establish trust
  - value and be open to, the opinions of others
  - work as part of a team
  - listening actively
  - negotiate effectively
- timetable and schedule reports and lodgements
- use problem-solving, initiative and enterprise skills to prepare budgets and to monitor their implementation
- use research skills to identify asset management valuations
- apply applicable professional standards
- manage risk

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- accounting, financial statements and cash flow

© Commonwealth of Australia, 2025 Skills Insight

- communication processes and methods
- compliance requirements
- cost of capital, capital structure and working capital
- finance and investment decisions
- goals of financial resource management
- legislation, codes and by-laws relevant to organisation's operations
- principles of financial management
- relevant legislation
- risk and return

Assessment Conditions

Assessment must ensure:

- access to workplace contractual and procurement documentation
- competence is consistently demonstrated over time, and over a range and variety of situations
- access to appropriate documentation and resources normally used in the workplace
- access to an appropriate operating environment

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT802 Provide strategic leadership

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to analyse and improve leadership style and professional competence, and to lead organisational strategic development and deployment. The unit also describes the skills and knowledge required to lead transformational practices, cultivate collaborative practices and provide strategic leadership in dynamic contexts.

This unit applies to leaders or managers, with professional expertise and personal integrity, who wish to develop strategic capabilities. They often act as role models for others within the organisation.

This unit relates to learning activities within small to medium-sized organisations and significant activities within large organisations.

Individuals must be able to respond strategically and act as leaders of change. They must seek to improve competitive advantage through transformation of individual, team and operational capabilities.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Reflect on personal effectiveness and efficacy	1.1 Identify and apply strategies to create a culture that encourages receiving and giving effective feedback 1.2 Regularly review personal efficacy and attainment of professional and personal development objectives and priorities 1.3 Review capacity as a role model in terms of ability to gain the trust, confidence and respect of diverse and relevant individuals and groups 1.4 Evaluate personal efficacy and capability to build an effective organisational and workplace culture 1.5 Analyse and evaluate personal effectiveness in developing the competence required to achieve operational responsibilities 1.6 Model personal responsibility for environmental sustainability and develop capability in others
2. Lead in a transformational manner	2.1 Apply transformational leadership practices 2.2 Demonstrate empathy in personal relationships and day-to-day leadership 2.3 Demonstrate leadership which is inclusive and respectful of individual differences 2.4 Control, and appropriately regulate, own potentially disruptive emotions and impulses 2.5 Effectively manage work-based relationships
3. Cultivate collaborative thinking	3.1 Display judgement and common sense in undertaking day-to-day leadership role 3.2 Analyse relevant legislation, information and intelligence sources when evaluating business opportunities 3.3 Draw upon personal expertise and relevant individuals to achieve strategic results 3.4 Seek and encourage contributions from relevant individuals 3.5 Use collaborative communication and learning approaches to model and encourage their broader use in the workplace 3.6 Cultivate collaborative and participative work relationships
4. Provide strategic leadership during change processes	4.1 Positively convey business direction and values to relevant individuals and stakeholders 4.2 Analyse impact and role of leadership during organisational

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	change 4.3 Analyse and confirm capability and competence of relevant individuals in terms of their ability to contribute to change processes and plans 4.4 Develop learning and communication solutions to address problems and risks arising for individuals during organisational change 4.5 Identify leadership styles and develop approaches to best respond impacts of change on people and processes

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMBUS702A Provide strategic leadership	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT802 Provide strategic leadership

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Candidates must provide strategic leadership by acting as leaders of change and seeking to improve competitive advantage through transformation of individual, team and operational capabilities. Evidence must demonstrate the candidate's consistency of performance over time.

Candidates must:

- improve own development, personal leadership style and self-management skills
- demonstrate application of leadership style and approach appropriate to individuals involved, outcomes being sought and context
- use problem-solving, initiative and enterprise skills to:
  - direct, motivate, consult and delegate appropriately
  - collect, analyse and interpret data using a range of methods
  - shape strategic thinking and inspire others with a shared vision
  - work with teams with diverse emotional intelligence and cognitive skills
- use teamwork skills to lead a team, workgroup or unit, with awareness of employee needs and requirements
- use provide leadership in workplace health and safety practice, ethical standards, legislative requirements and governance
- review own personal and professional competence against personal development objectives
- support and use participative arrangements aimed at establishing trust to:
  - maintain appropriate relationships with colleagues and others
  - value and be open to the opinions of others
  - work as part of a team
  - model collaborative communication and learning
  - use active listening and negotiation skills
  - encourage participation across all levels of personnel and clients
  - seek opinions and elicit feedback from a range of stakeholders

© Commonwealth of Australia, 2025 Skills Insight

    - develop plain English written texts which deal with complex ideas and concepts
- use workplace technology

Knowledge Evidence

The candidate must demonstrate an in depth technical and theoretical knowledge of:

- legislation relevant to business operations, especially regarding workplace health and safety, environmental issues, Equal Employment Opportunity (EEO), anti-discrimination, industrial relations and regulatory requirements
- organisation mission, purpose and values
- organisation objectives, plans and strategies
- leadership styles
- personal development and planning methodologies
- data collection methods
- external environment scanning relating to social, political, economic, regulatory and technological developments
- emotional intelligence and its relationship to individual and team effectiveness
- organisational transformation and management of change
- organisational design and building in response to changes in customer or market conditions
- environmental sustainability principles

Assessment Conditions

Assessment must ensure:

- access to an actual workplace or simulated environment
- competence is consistently demonstrated over time, and over a range and variety of complex tasks/projects and situations
- access to resources normally used in the workplace, including organisational policies and procedures, and relevant legislation
- access to clients

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT803 Communicate and negotiate in a culturally diverse context

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to communicate and negotiate in multicultural business contexts, which require an understanding of cultural diversity.

This unit applies to leaders or managers who need to apply sound cross-cultural communication and negotiation strategies in their business practice and develop these skills in others. They will typically undertake negotiations with other organisations in areas such as marketing, partnership and commercial agreements. These organisations could be onshore or offshore.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Analyse organisation's cross-cultural business practices using theoretical models of	1.1 Define key elements of culture and cultural diversity from a range of perspectives 1.2 Analyse the organisation's cultural practices in comparison to other cultures

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
culture	1.3 Identify and implement improvements to practices and raise awareness of issues identified 1.4 Identify strengths and limitations of theoretical models of culture and diversity
2. Evaluate features of cultures relevant to the organisation's business requirements	2.1 Describe significant events that have shaped selected cultures 2.2 Research and profile key characteristics of business systems in selected countries 2.3 Analyse and describe broad cultural differences in business behaviour in selected countries 2.4 Research and evaluate distinguishing features of business practices in selected countries
3. Develop cross-cultural awareness strategies, and communication and negotiation skills in a business setting	3.1 Identify and communicate ways in which workplace cultural norms impact business practices 3.2 Evaluate potential impact of improved cross-cultural awareness on business interactions 3.3 Apply formal and informal coaching and training strategies to improve organisational cross-cultural communication practices and strategies 3.4 Identify and apply negotiation strategies to address business requirements in a cross-cultural setting 3.5 Determine appropriate criteria and strategies to evaluate effectiveness of communication and negotiation in a cross-cultural business setting

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMBUS703A Communicate and negotiate in a culturally diverse context	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT803 Communicate and negotiate in a culturally diverse context

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Candidates must be observed using an understanding of cultural diversity to communicate and negotiate in multicultural business contexts. Evidence must demonstrate the candidate's consistency of performance over time.

Candidates must:

- interact and negotiate in a range of cross-cultural contexts relevant to the business of the enterprise
- interact appropriately with partners, customers, governments and other stakeholders
- identify the organisation’s approach to accommodating cultural diversity
- identify the strengths and weaknesses in models of cultural analysis
- use initiative and enterprise skills account for cultural contexts, similarities and differences
- apply knowledge to identify and apply multiple perspectives and interpretations, and appropriate protocols and language
- research academic theories of culture and present them in plain English
- use problem-solving skills to negotiate in difficult and complex situations
- communicate and negotiate through an interpreter in a culturally appropriate manner
- work effectively with groups and teams
- research online and to use libraries to gain cultural knowledge and information

Knowledge Evidence

Candidates must demonstrate specialised and integrated technical and theoretical knowledge of:

- communication styles and methods, and the protocols of people from a range of cultures
- definitions of culture and cultural diversity based on a numerous theoretical models
- cultural biases inherent in any relevant conceptual models of culture
- implicit and explicit similarities and differences within and between countries and cultures
- important features of relevant cultures

© Commonwealth of Australia, 2025 Skills Insight

- workplace health and safety protocols for interactions with people at work, particularly duty of care requirements
- personal cultural assumptions shaping expectations and outcomes
- sources of assistance for international visitors, including access to interpreters
- types of communication specific to cross-cultural business environments

Assessment Conditions

Assessment must ensure:

- activities are related to a business context
- access to workplace context in which cross-cultural communication and negotiation skills are required

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT804 Develop and enhance collaborative partnerships and relationships

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to develop and enhance collaborative partnerships and relationships with business, community and industry stakeholders. The unit also describes the skills and knowledge required to communicate to influence others, enhance new and existing partnerships, establish positive collaborative relationships, lead the development of a partnership program and establish reporting mechanisms.

This unit applies to leaders or managers working in an enterprise where collaborative partnerships and relationships are used to build capabilities. It includes forming partnerships, or other collaborative arrangements, to achieve improved product, marketing, workforce development, business outcomes or community relationships.

Enterprise leaders should gain the respect of colleagues, contacts, clients and the community by demonstrating professionalism in all aspects of their work. Their professionalism should be underpinned by their management expertise and effective interpersonal and communication skills.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify and analyse existing partnerships and relationships with stakeholders	1.1 Identify and analyse key existing business partnerships and relationships 1.2 Identify outcomes to be achieved from existing business partnerships and relationships 1.3 Analyse indicators and feedback processes used to evaluate the health of the partnership arrangements 1.4 Develop and implement strategies to enhance the effectiveness of existing partnerships and relationships
2. Lead the establishment of a new or renegotiated partnership program	2.1 Establish desired outcomes for a new or renegotiated business partnership 2.2 Identify and address relevant organisational policies and procedures in partnership plan 2.3 Identify relevant legal requirements and address them in partnership planning 2.4 Form partnership program using collaborative and consultative processes 2.5 Plan and allocate resource requirements to develop the partnership program 2.6 Establish relevant organisational policies and procedures relating to the partnership 2.7 Organise and allocate work activities in a cost-effective and equitable manner with clear, quantifiable and agreed performance standards
3. Communicate to influence relevant individuals and stakeholders	3.1 Generate trust, confidence and support from relevant individuals and other stakeholders by demonstrating a high standard of personal performance and conduct 3.2 Implement communication strategies to positively represent the organisation to media, local community and other stakeholders 3.3 Make decisions in consultation with relevant stakeholders and individuals, where appropriate 3.4 Empower individuals to develop their own methods of working in accordance with agreed boundaries of competence, cultural diversity, and organisational and legal requirements 3.5 Use a range of influencing strategies to increase commitment from staff and stakeholders to achieve organisational

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	requirements and to contribute to desired culture 3.6 Undertake selected community and/or professional engagements that project a positive image of the organisation to the broader community and stakeholders
4. Establish and implement reporting mechanisms for partnership program	4.1 Establish reporting systems against planned partnership outcomes 4.2 Implement systems to report partnership outcome

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMBUS704A Develop and enhance collaborative partnerships and relationships	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT804 Develop and enhance collaborative partnerships and relationships

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Candidates must be observed developing and enhancing collaborative partnerships and relationships with business, community and industry stakeholders. Evidence must demonstrate the candidate's consistency of performance over time.

Candidates must:

- use analysis and interpretation skills to:
  - evaluate organisational information management systems, policies and procedures
  - select and evaluate relevant information and documentation
  - identify any current and potential non-compliance
  - access and interpret organisation's standards and values
  - analyse records or notes of the evaluation process
  - analyse business, political, economic and organisational contexts influencing the nature and impact of partnership arrangements
  - make judgements relating to the success and deficiencies of existing arrangements
  - generate and evaluate ideas by analysing information and concepts at an abstract level
- use initiative and enterprise skills to initiate and establish collaborative partnerships and relationships
- used interpersonal and communication skills to negotiate, question, direct, listen and investigate, network and clarify issues
- use planning and organising skills to:
  - research and evaluate validation processes, and to determine and implement improvements
  - develop and establish agreed plans
  - use problem-solving skills to undertake risk assessment, review feedback and plan improvements
  - lead and motivate a team in establishing productive networks, partnerships and other relationships
- foster partnerships, conduct stakeholder consultation and use strategic and personally enhancing communication skills

© Commonwealth of Australia, 2025 Skills Insight

- use accepted strategies and assess and analyse personal performance
- develop collaborative approaches to enhance individual, team and organisational outcomes
- initiate and implement external partnerships in accordance with relevant regulatory, employment and organisational requirements

Knowledge Evidence

Candidates must demonstrate specialised and integrated technical and theoretical knowledge of:

- legislation relevant to business operation, especially in regard to workplace health and safety and environmental issues, Equal Employment Opportunity (EEO) and anti-discrimination, industrial relations, food safety and trade
- organisation mission, purpose and values
- organisation objectives, plans and strategies
- leadership techniques, including:
  - leadership styles
  - emotional intelligence and its relationship to individual and team effectiveness
  - organisational transformation and management of change
  - personal development planning methodologies
  - strategies to evaluate and analyse effectiveness of personal performance
- data collection methods
- external environment scanning relating to social, political, economic and technological developments
- models for effective consultation and collaboration within a partnership
- organisational design and building in response to changing market or customer conditions
- risk assessment and monitoring strategies
- strategies to evaluate and enhance effectiveness of partnership arrangements

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

Methods of assessment must include:

- a third-party referee report of sustained performance at appropriate level of authority and responsibility
- assignment focusing on understanding and application of principles and theory to workplace operations
- workplace projects focusing on company environment and conditions

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT805 Develop and manage international business operations

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to operate businesses in increasingly international contexts. The unit brings together many functional aspects of business and operationalises them in an international business context.

This unit applies to leaders or managers who perform or oversee the international business functions of an enterprise.

The unit relates to small to medium-sized enterprises and business units within large enterprises.

Business leaders and managers must understand and respond to the international context businesses operate within and factors affecting business activity.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Identify and analyse impacts of international factors on the business operation and functions	1.1 Confirm core activities, customer base, business values and current business direction 1.2 Review performance data from all areas of the business to identify strengths, weaknesses and critical success factors relevant to international business activity 1.3 Identify and analyse trends and developments trends for their potential impact on international business activity 1.4 Gather and analyse comparative international market information as a basis for reviewing business performance
2. Investigate international business opportunities in the areas of investment, trade, finance and workforce development	2.1 Gather and document market intelligence from available sources 2.2 Assess current capabilities to identify areas for improvement or exploitation within international markets 2.3 Analyse international market performance of existing and potential competitors and their products or services to identify potential opportunities or threats 2.4 Identify and analyse legal, ethical and environmental constraints of the international market for their effect on international business activity 2.5 Identify current and emerging needs in international markets that link positively to the business's strengths or capabilities 2.6 Identify business needs in terms of changes required to address international market opportunities
3. Operate international business activities	3.1 Identify available international business positioning strategies and choose a strategy to meet marketing requirements 3.2 Develop a positioning implementation plan in accordance with organisational requirements 3.3 Identify international business options and develop strategies for products, pricing, sourcing, logistics, promotion and distribution 3.4 Identify options and proposed strategies for international business payments, investment capital and accounting and taxation issues 3.5 Identify relevant international financial compliance requirements and regulations 3.6 Identify and prepare documentation requirements for export 3.7 Identify investment, trade, financial, taxation and workforce risks in the international business operation and develop contingency strategies 3.8 Develop or amend operational plans to address international business activity in accordance with organisational requirements

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMBUS705A Develop and manage international business operations	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT805 Develop and manage international business operations

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Candidates must use their knowledge of the international business context to respond to factors impacting business activity. Evidence must demonstrate the candidate's consistency of performance over time.

Candidates must demonstrate ability to:

- use analytical skills to identify potential risks and opportunities, and assess market dynamics
- use culturally appropriate communication skills to relate to people with diverse backgrounds and abilities
- make decisions
- use interpersonal skills to:
  - maintain appropriate relationships with colleagues
  - establish trust
  - value and be open to, the opinions of others
  - work as part of a team
  - listen actively
  - demonstrate cultural sensitivity
  - negotiate effectively
- use planning and organisational skills to develop and implement business strategies
- use problem-solving, initiative and administrative skills to seek and develop international business opportunities
- use research skills to identify international business trends and opportunities
- manage risk
- use a range of tools to monitor business performance
- effectively integrate international business challenges and opportunities within and across functional business areas

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

Candidates must demonstrate specialised and integrated technical and theoretical knowledge of:

- relevant legislation, codes of practice and standards that affect international business
- nature and scope of international business
- international trade and investment theory
- international monetary system and balance of payments
- foreign exchange and financial markets
- national trade and investment policy
- co-operation between nation's legal and political forces
- cultural diversity, interpersonal relations and human resource management
- strategic management
- modes of entry and strategic alliances
- organisational design and control
- international marketing and operations management
- international finance, accounting and taxation
- key concepts of international business and their application within an enterprise
- key trends in international business

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and under typical operating and production conditions for the enterprise.

Assessment must ensure:

- access to an actual workplace or simulated environment
- competence is consistently demonstrated over time, and over a range and variety of complex tasks/projects and situations
- access to resources normally used in the workplace, including organisational policies and procedures, and relevant legislation

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT806 Commercialise research and technology product or idea

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to undertake the fundamentals of product/idea commercialisation. It describes the process from conception to launch to full production.

Competency requires developing the skills and knowledge to successfully research, analyse, cost and develop a business opportunity for a product/idea. This unit also describes the skills required to manage commercialisation and evaluate product success.

This unit applies to leaders or managers responsible for developing a commercialisation strategy for an innovative product or technique, which has been developed through research.

Leaders undertaking product commercialisation must investigate and negotiate the legal and partnership implications of commercialisation, undertake market testing and develop commercialisation strategies.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Investigate commercialisation options	1.1 Describe product/innovation to be commercialised 1.2 Analyse innovation alignment against organisation's innovation objectives 1.3 Research, analyse and test market opportunities 1.4 Investigate optimum business structure and funding options
2. Develop commercialisation proposal	2.1 Determine resourcing requirements 2.2 Develop marketing plan 2.3 Determine supply chain strategy 2.4 Determine strategies for managing Intellectual Property (IP) 2.5 Determine environmental sustainability of proposed product/idea 2.6 Develop risk mitigation plan 2.7 Negotiate proposal modifications with key stakeholders
3. Prepare for implementation	3.1 Develop project implementation plan 3.2 Determine monitoring process 3.3 Establish and develop required business processes 3.4 Assemble project team

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMBUS706A Commercialise research and technology product/idea	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT806 Commercialise research and technology product or idea

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Candidates must undertake the fundamentals of product/idea commercialisation from conception to launch to full production.

Candidates must demonstrate ability to:

- analyse market trends
- budget, including forecasting, capacity and asset analysis, setting targets and compliance mechanisms
- negotiate licensing IP (in and out), contractual supply chain arrangement and partnerships
- use communication skills to:
  - maintain appropriate relationships with colleagues and others
  - value and be open to the opinions of others
  - work as part of a team
  - model collaborative communication and learning
  - use active listening and negotiation skills
  - present and negotiate proposals
  - seek opinions and feedback from a range of stakeholders
  - develop plain English texts desling with complex ideas and concepts
- generate and evaluate ideas by analysing information and concepts at an abstract level
- provide strategic leadership during change and negotiation processes
- use problem-solving, initiative and enterprise skills to:
  - direct, motivate, consult and delegate appropriately
  - collect, analyse and interpret data using a range of methods
  - shape strategic thinking and inspire others with a shared vision
  - work with teams with diverse emotional intelligence and cognitive ability
- provide leadership in workplace health and safety practice, ethical standards and legislative requirements

© Commonwealth of Australia, 2025 Skills Insight

- review own personal and professional competence against personal development objectives
- support and use participative arrangements aimed at establishing trust
- to develop, negotiate and structure an agreed commercialisation strategy
- to apply leadership style and approach appropriate to individuals involved, outcomes being sought and contextual factors

Knowledge Evidence

Candidates must demonstrate specialised and integrated technical and theoretical knowledge of:

- relevant legislation
- business strategies and legal requirements underpinning trademarks, copyright and patents
- legal requirements underpinning partnership arrangements, contracts and taxation
- commercial environmental analysis techniques, including Strengths, Weaknesses, Opportunities, Threats (SWOT)/TOWS
- market testing strategies and techniques
- strategies for analysing and assessing the upstream and downstream implications of an innovation
- risk assessment strategies and techniques
- team selection, management and support strategies
- environmental sustainability principles

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and under typical operating and production conditions for the enterprise.

Assessment must ensure:

- access to an actual workplace or simulated environment
- assessment over a sufficient timeframe to allow holistic assessment of the candidate's capacity to lead the development of a commercialisation strategy
- resources normally used in the workplace, including organisational policies and procedures, and relevant legislation
- access to stakeholders, potential partners and clients

Assessors must satisfy current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT807 Manage change to organisational electronic technology systems

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to improve business outcomes through implementing the introduction or upgrade of advanced electronic technologies.

This unit applies to leaders or managers whose role is to manage the introduction of advanced electronic technologies to enhance business practices.

Leaders and managers should manage the implementation of advanced electronic technologies, such as those associated with electronic business (e-business) models; financial systems, information management systems, mobile and wireless technologies; and technologies relating to managing customer and regulatory requirements.

Operational management in relation to introducing technologies to enhance business processes may involve complex judgements.

This unit may relate to the business activities of a small to medium-sized organisation or to a significant unit of activity in a large organisation.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare organisational change management strategy for implementation of advanced electronic technologies	1.1 Analyse proposed changes in relation to current operational practices, infrastructure and strategic plans 1.2 Evaluate, cost and prioritise identified changes 1.3 Identify evaluate and manage risks associated with implementation 1.4 Develop implementation strategies, including change management and communication strategies 1.5 Engage, assemble and brief implementation team
2. Manage implementation	2.1 Communicate implementation strategies to stakeholders and clarify timelines and accountabilities 2.2 Monitor, record and report implementation progress against planned milestones 2.3 Identify and manage potential risks through consultation with stakeholders and review of testing outcomes 2.4 Review and revise implementation strategy, as necessary 2.5 Finalise installation according to implementation strategy and organisational procedures 2.6 Identify and implement training programs requried to support new technologies
3. Evaluate implementation outcomes	3.1 Review and evaluate implementation process 3.2 Debrief implementation team 3.3 Assess outcomes of implementation process against organisational requirements 3.4 Report project outcomes to key stakeholders
4. Develop and implement ongoing management processes	4.1 Develop business processes required for ongoing electronic technology management 4.2 Implement business processes required for ongoing electronic technology management

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMBUS801A Manage change to organisational electronic technology systems	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT807 Manage change to organisational electronic technology systems

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must provide evidence of managing change to organisational electronic technology systems. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must demonstrate ability to:

- apply change management theory
- use effective communication and teamwork skills to consult with stakeholders and system users
- apply planning and reporting skills
- use problem-solving, initiative and enterprise skills to:
  - assess vulnerabilities in electronic technology proposals
  - manage risks
  - monitor stakeholder satisfaction
  - develop strategies to respond to system, personnel and technology problems
- provide leadership in workplace health and safety practice and observance of ethical, legislative and good corporate governance requirements
- apply technology skills to:
  - use appropriate technology to achieve system and business outcomes
  - use appropriate terminology
  - use high levels of accounting (mathematical), technological and e-commerce systems
  - assess advice relating to suitability and reliability of hardware and software
  - analyse and assess potential of new technology solutions to improve organisational outcomes
- research and evaluate potential impact of a proposed electronic technology system
- analyse, develop and implement plans for introducing an electronic technology system with minimal interruption to business processes
- identify, analyse and address problems in a timely and effective manner

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

The candidate must demonstrate specialised and integrated technical and theoretical knowledge of:

- business policies and procedures that impact on job role or function
- change management theory
- capabilities and limitations of infrastructure
- business needs
- facilities and infrastructure management
- methods for assessing and analysing electronic technology proposals
- planning techniques
- quality measures and principles
- relevant legislation, codes and regulations that affect business operations, especially in regard to workplace health and safety and environmental issues, Equal Employment Opportunity (EEO), industrial relations and anti-discrimination
- written policies and internal procedures on electronic technology management and associated contractual documents

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority, under typical operating and production conditions for the enterprise.

Assessment must ensure:

- competence is consistently demonstrated over time, and over a range and variety of situations
- access to required assessment facilities and resources.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT808 Undertake research project

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to undertake independent study as a research project directed towards an agri-business issue or problem, including a literature review. The project outcomes must be designed to influence strategic practices and outcomes within an industry context. Some topics will require knowledge of experimental design, survey techniques and statistical analysis of results.

This unit applies to leaders or managers using applied research methodologies to address an industry or sectorial issue.

The focus of this unit is on using research strategies to better understand industry opportunities and threats in order to gain improved industry performance.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Define topic	1.1 Identify and scope research issue

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	1.2 Develop and refine research questions 1.3 Identify research methodologies 1.4 Develop hypotheses
2. Undertake literature review	2.1 Identify suitable sources of literature 2.2 Analyse and present literature outcomes 2.3 Refine research questions and strategy in light of literature review findings
3. Undertake research	3.1 Develop and validate research instruments 3.2 Identify and address ethical and confidentiality requirements 3.3 Identify environmental sustainability issues associated with the research 3.4 Undertake research 3.5 Record findings
4. Present findings	4.1 Analyse research outcomes 4.2 Review and analyse research methodology 4.3 Develop recommendations 4.4 Prepare and present research report 4.5 Present report for peer review

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMBUS802A Undertake research project	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT808 Undertake research project

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must undertake an independent research project directed towards an agri-business issue or problem.

The candidate must demonstrate ability to:

- use analysis and interpretation skills to:
  - critically review other research strategies, analyses and findings
  - apply research findings to a current issue
  - select relevant information and documentation
- use communication and negotiation skills to:
  - present and explain research ideas
  - gain commitment to participate in research activity
  - present findings
- develop and conduct research activity
- undertake risk assessment and resolve blockages

The candidate must provide evidence of:

- comprehensive literature review
- formulated research proposal or plan including:
  - specific research questions or hypotheses
  - valid population or sample size
  - description of the geographical, cultural, social or institutional context within which the research will be undertaken
  - full description of the data collection methods
- analysis of the limitations to research design
- design appropriate tools and techniques
- research report with analysis of data, and valid and reliable findings
- utility and relevance of the research results

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

The candidate must demonstrate specialised and integrated technical and theoretical knowledge of:

- relevant legislation and regulatory requirements impacting on research activity
- research strategies and techniques
- data collection methods
- risk assessment and monitoring strategies, including environmental risk analysis
- strategies to evaluate and analyse effectiveness of research approach
- environmental sustainability principles

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and under typical operating and production conditions for the enterprise.

Assessment must ensure:

- research activity relates to an actual workplace or industry context and topic
- competence is demonstrated using a range of tools and techniques appropriate to the given situations and research topic

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPMGT809 Analyse data for business decision making

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the statistical skills and knowledge required to support decision making for a business or business unit.

This unit applies to leaders or managers who use data analysis and decision-making skills and techniques in the management of their day-to-day work. They must assemble or obtain raw data, process that data and analyse and interpret it in a way that enables sound decision-making.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify and access data sources available to the business	1.1 Scope and define data collection requirements of the business question or issue 1.2 Identify and assess data sources 1.3 Research and/or collate data in accordance with legislation, policies and guidelines 1.4 Evaluate accuracy and appropriateness of data

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	1.5 Record data in the desired format in accordance with professional, business and task requirements
2. Apply data analysis and decision making techniques to analyse business data	2.1 Collect, store and retrieve data using software in accordance with legislation, policy and guidelines 2.2 Use spreadsheet tools to retrieve data and present it in suitable formats 2.3 Display graphical data in accordance with presentation principles 2.4 Perform quantitative and/or qualitative analysis to obtain required outcome 2.5 Use analysis and descriptive tools and techniques appropriately given the nature of the information and the required outcomes 2.6 Identify and describe methodological limitations 2.7 Calculate summary statistics from the given data set in accordance with the business requirement
3. Produce information for business decision making	3.1 Interpret data summaries and trends in accordance with accepted standards 3.2 Interpret and explain statistical tests 3.3 Interpret data to enable informed business decision-making 3.4 Present data, charts and maps clearly for ease of understanding 3.5 Include glossaries, technical notes and referencing, where required 3.6 Prepare and present reports that include statistical concepts, tables, charts and maps in accordance with enterprise policies and procedures 3.7 Present findings appropriately for the audience 3.8 Use charts appropriately in presentations, taking into account the variables being charted and accepted standards 3.9 Communicate assumptions informing interpretation in accordance with audience needs

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMBUS803A Analyse data for business decision making	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPMGT809 Analyse data for business decision making

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Candidates must complete workplace-relevant activities which involve assembling or obtaining raw data, processing it, and analysing and interpreting it in a way that enables sound decision-making. Evidence must demonstrate the candidate's consistency of performance over time.

Candidates must demonstrate ability to:

- analyse and interpret data
- identify sources of data, collect data, follow analysis procedures and explain results
- apply decision making skills
- negotiate effectively
- collect data and produce reports
- use problem-solving, initiative and enterprise skills to produce information relevant to business decision making
- use research skills to identify and collect data
- manage risk
- differentiate between different types of data
- differentiate between inferential and descriptive statistics
- apply linear regression and correlation analysis techniques
- provide advice for business decision making based on the results of statistical analysis

Knowledge Evidence

Candidates must demonstrate specialised and integrated technical and theoretical knowledge of:

- relevant legislation, codes of practice and standards
- use of statistical data for business decision making
- methods of data presentation
- methods of describing data

© Commonwealth of Australia, 2025 Skills Insight

- risk and uncertainty
- interval estimation
- hypothesis testing
- comparing group differences
- simple linear regression and correlation
- multiple regression
- time-series analysis
- the strengths and limitations of results produced by each statistical technique (error correction and hypothesis testing)

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and under typical operating and production conditions for the enterprise.

Assessment must ensure:

- competence is consistently demonstrated over time, and over a range and variety of complex tasks/projects and situations
- access to resources normally used in the workplace including organisational policies and procedures, relevant legislation

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR101 Identify species and meat cuts

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to identify species and meat cuts.

This unit is applicable to boning rooms, smallgoods manufacturing and meat retail operations.

All training must be conducted according to Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements.

This unit applies to individuals who work alongside a supervisor in most situations and exercise limited autonomy.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Meat retailing

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element
1. Identify meat cuts	1.1 Correctly identify meat cuts by cut name and species according to workplace requirements and specifications 1.2 Correctly select meat cuts by cut name and species according to workplace requirements
2. Identify primal cuts	2.1 Correctly identify primal cuts by name and species according to workplace requirements 2.2 Correctly select primal cuts by name and species according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR101C Identify species and meat cuts	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR101 Identify species and meat cuts

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be able to select and identify primal and secondary cuts correctly by species and cut for a minimum of three species for meat retailing and at least one species for smallgoods manufacturing.

The candidate must demonstrate ability to:

- identify meat cuts according to label on cartons (as appropriate)
- apply relevant regulatory requirements
- select and handle products according to workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate knowledge of (for a minimum of three species for meat retailing and at least one species for smallgoods manufacturing):

- primal cuts used for different cuts of meat
- principles of product selection by species, primal and cut type
- relevant regulatory requirements
- appropriate sources of information on new species or cuts
- different species and categories of meat and meat cuts

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

The following three forms of assessment must be used

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR102 Trim meat for further processing

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to use a knife for trimming lesser-valued cuts of meat.

The trim is usually performed prior to further processing such as mincing and sausage-making.

This unit is applicable to workers in boning rooms, smallgoods manufacturing and meat retail operations.

All training must be conducted according to Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work alongside a supervisor in most situations and exercise limited autonomy.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Trim meat to workplace specifications	1.1 Trim meat to workplace specifications 1.2 Trim meat to workplace health and safety hygiene and sanitation,and workplace requirements
2. Handle product hygienically	2.1 Handle product to meet hygiene requirements
3. Handle knife effectively	3.1 Handle knife safely, hygienically and effectively

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR102C Trim meat for further processing	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR102 Trim meat for further processing

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must trim a variety of lesser-valued cuts of meat to workplace specifications.

The candidate must:

- demonstrate effective use of a knife to workplace health and safety, and hygiene requirements
- give examples of workplace specifications for trimming meat
- apply relevant regulatory and workplace requirements
- seek further advice from supervisor when uncertain about work instructions
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a basic functional knowledge of:

- hygiene and safety requirements for use of a knife
- steps in checking and preparing a knife
- workplace requirements for use of a knife
- relevant regulatory and workplace requirements
- hygiene requirements for the handling of meat products
-

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal operating conditions or in a simulated environment.

© Commonwealth of Australia, 2025 Skills Insight

The following forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR103 Store meat product

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to store meat products.

This unit is applicable to workers in boning rooms, smallgoods manufacturing and meat retail operations.

All training must be conducted according to Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Store meat products	1.1 Store meat products at the recommended temperature of less than 5°C 1.2 Handle meat products according to hygiene requirements 1.3 Store meat products according to workplace, regulatory, and hygiene and sanitation requirements
2. Rotate stock	2.1 Rotate meat products according to regulatory, hygiene and workplace requirements 2.2 Handle meat products according to workplace health and safety requirements

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	2.3 Describe shelf life of meat products
3. Maintain cleanholding room	3.1 Clean holding rooms according to regulatory, hygiene and workplace requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

MTMR103C Store meat product	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR103 Store meat product

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must demonstrate the ability to:

- demonstrate storage techniques which minimise risk of cross-contamination from drips from upper shelves to products on lower shelves, bottoms of cartons, or tubs stacked on top of other cartons, tubs or other products
- monitor refrigerated temperature on a regular basis
- recognise and interpret codes, date tags and labels
- identify and report unacceptable temperatures either verbally or in writing, according to workplace requirements
- seek advice from appropriate sources when working with new products
- use correct manual handling techniques for transferring product to storage facilities
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a basic functional knowledge of:

- storage techniques which minimise risks of cross-contamination from drips from upper shelves to products on lower shelves, bottoms of cartons, or tubs stacked on top of other cartons, tubs or other products
- appropriate storage facilities for individual products
- recommended refrigerated temperature for each product stored
- regulatory requirements related to storing meat products
- species and various meat products for storage

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in the workplace under normal enterprise conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR104 Prepare minced meat and minced meat products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to prepare minced meat and minced meat products in accordance with regulatory requirements.

This unit is applicable to workers in boning rooms, smallgoods manufacturing and meat retail operations.

All training must be conducted according to Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who undertake routine activities in highly structured and stable contexts.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Clean and prepare processing equipment used in the preparation of minced meat products	1.1 Prepare mincing equipment according to manufacturer specifications and workplace health and safety, and hygiene and sanitation requirements 1.2 Clean mincing equipment according to manufacturer specifications, and workplace health and safety requirements 1.3 Adjust mincing equipment as required in accordance with manufacturer specifications and workplace, health, safety and hygiene requirements
2. Mince meat	2.1 Select trimmings according to workplace policy 2.2 Cut trimmings to manufacturer specifications and workplace requirements to avoid blockages in mincer 2.3 Feed trimmings through mincer efficiently to avoid blockages and heat build-up 2.4 Accurately identify species 2.5 Separately store species according to product description 2.6 Maintain product at correct temperature during processing 2.7 Handle and store products at correct temperature and conditions
3. Prepare minced meat products	3.1 Prepare minced meat products according to regulatory, workplace, hygiene, health and safety requirements 3.2 Combine ingredients to workplace requirements 3.3 Measure fat content 3.4 Process meat in preparation for forming to product specifications and regulatory requirements 3.5 Form product to specifications and regulatory requirements 3.6 Maintain correct temperature of product during processing and handling 3.7 Store product at correct temperature and conditions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

MTMR104C Prepare minced meat and minced meat products	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR104 Prepare minced meat and minced meat products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed preparing minced meat and minced meat products in accordance with regulatory requirements. Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- activate mincing equipment to assess its readiness for operational use
- identify different species and categories of meat
- start-up and shut-down equipment when necessary according to manufacturer, workplace and health and safety, requirements
- operate a mincer to manufacturer, workplace health and safety, and hygiene and sanitation requirements
- tighten front plate on mincer as required
- operate adjustment tools and equipment correctly
- interpret time and temperature measuring equipment
- accurately copy and record temperature, weights and time, according to workplace requirements
- clean mincer between species to avoid cross-contamination
- use tools and cleaning agents appropriate to the cleaning activity or manufacturer's specifications
- report faults and adjustments required either verbally or in writing according to workplace requirements
- list minced meat products
- seek advice from appropriate sources when working with new products
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a basic functional knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- conditions under which equipment may need adjusting
- fat content using chemical lean measures or visual lean estimation
- the purpose and use of processing equipment used in making minced meat products
- temperature requirements for product
- purposes and processes for undertaking emergency stops, machine lockouts and isolation procedures
- procedure for cleaning equipment

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace or in a simulated environment under normal operating conditions.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR105 Provide service to customers

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to provide service to customers. It also describes the skills and knowledge required to establish and maintain good customer relations. It encompasses the key skills of identifying and satisfying basic customer requirements.

This unit is applicable to workers in meat retail operations.

All training must be conducted according to Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements.

This unit applies to individuals who work alongside a supervisor in most situations and exercise limited autonomy.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element
1. Acknowledge and greet customers	1.1 Politely acknowledge customer on entering the workplace 1.2 Greet customer when first contact is made 1.3 Offer assistance to customer according to workplace requirements
2. Establish customer requirements	2.1 Establish customer requirements by questioning, active listening and clarification of customer comments 2.2 Acknowledge customer needs 2.3 Refer customer to more experienced staff when specialist advice and/or service and products are required
3. Convey a professional image	3.1 Display behaviour when serving customer that maintains established workplace image
4. Take orders courteously and accurately	4.1 Answer telephone according to workplace requirements 4.2 Take orders from customer by phone or face-to-face accurately and according to workplace requirements 4.3 Take orders legibly and in the correct format 4.4 Arrange pick up or delivery time with the customer 4.5 Implement procedures for following up specific customer enquiries, unfilled orders or unmet customer specialist needs
5. Refer customer complaints	5.1 Acknowledge customer complaints and note issues 5.2 Courteously refer complaints to more senior staff members or managers
6. Receive customer enquiries	6.1 Receive customer enquiries 6.2 Follow up customer enquiries in accordance with workplace requirements 6.3 Inform customer in relation to enquiry
7. Record information from enquiries	7.1 Record information about enquiries to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMR106C Provide service to customers	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR105 Provide service to customers

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- apply communication skills to meet customer needs and enterprise requirements
- provide an overview of the range of products and services offered by the enterprise
- seek advice or assistance from more experienced team members when necessary
- operate telephone system
- demonstrate polite and efficient telephone technique
- demonstrate suitable behaviour by attending to customer needs promptly and courteously, displaying tact, satisfying customer needs ethically and maintaining professional standards of dress and personal hygiene
- arrange pick up or delivery with customer according to enterprise procedures
- apply relevant workplace health and safety and regulatory requirements
- use mathematical skills appropriate to the task

Knowledge Evidence

The candidate must demonstrate a basic functional knowledge of:

- how to interact with others in an appropriate way
- workplace complaints policies and procedures
- workplace requirements related to acknowledging and greeting customers, including enterprise ethical standards
- relevant workplace health and safety and regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in the workplace under normal enterprise conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR106 Process sales transactions

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to carry out the procedures for processing a sales transaction.

This unit is applicable to meat retailing operations.

All training must be conducted according to Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements.

This unit applies to individuals who work alongside a supervisor in most situations and exercise limited autonomy.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Process transaction	1.1 Accurately process transaction 1.2 Accurately process transaction through point of sale equipment 1.3 Provide correct and accurate receipts to customer 1.4 Thank customer according to workplace requirements 1.5 Observe correct hygiene while handling cash transactions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR107C Process sales transactions	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR106 Process sales transactions

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- identify point of sale equipment
- process a range of sales transactions to meet customer requirements in accordance with workplace requirements
- calculate total cost of sale
- manually calculate change
- provide correct and accurate receipts to customers in line with workplace requirements
- demonstrate courteous and respectful customer relations
- refer enquiries to more senior staff if appropriate
- apply relevant workplace health and safety requirements
- use communication skills appropriate to customer and enterprise requirements
- use mathematical skills relevant to the task

Knowledge Evidence

The candidate must demonstrate a basic functional knowledge of:

- procedures for using point of sale equipment
- workplace requirements for dealing with customer enquiries
- regulatory requirements related to weights and measures
- relevant workplace health and safety requirements
- legal requirements and details necessary for acceptance of cheques

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in the workplace under normal enterprise conditions or in a simulated environment.

The following three forms of assessment must be used:

- demonstration in the workplace or simulated environment
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR107 Undertake minor routine maintenance

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to carry out minor, routine preventative maintenance in the workplace.

Workers in the retail and food service sectors may sometimes undertake minor routine maintenance. It may involve tasks such as:

- vehicle and equipment checks
- cleaning and lubrication of equipment
- servicing and minor adjustment or repairs of equipment

All training must be conducted according to Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work alongside a supervisor in most situations and exercise limited autonomy.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Select and use hand-operated or hand-held power tools	1.1 Select hand and power tools according to task requirements 1.2 Check tools before use and report unsafe and/or faulty items according to standard procedures 1.3 Use tools according to manufacturer specifications to achieve desired outcomes 1.4 Store tools safely in designated location
2. Undertake minor routine preventative maintenance	2.1 Carry out routine preventative maintenance on equipment in association with fellow workers in accordance with workplace agreements and company procedures 2.2 Apply grease and oil as directed according to manufacturer's specifications and maintenance instructions 2.3 Identify faulty application of lubricants and report according to standard procedures 2.4 Identify, rectify and/or report workplace health and safety non-compliance 2.5 Dispose of waste arising from routine preventative maintenance of according to company procedures 2.6 Record routine preventative maintenance information in the company reporting system

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR108B Undertake minor routine maintenance	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR107 Undertake minor routine maintenance

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed carrying out minor, routine preventative workplace maintenance. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- access workplace information to identify routine maintenance requirements
- clean preventative maintenance tools and equipment
- prepare equipment and work area to conduct preventative maintenance
- select, fit and use personal protective clothing and/or equipment
- ensure appropriate supplies prior to commencement of task
- seek advice from other team members or manuals prior to working with new equipment
- consistently apply isolation procedures
- address common problems in conducting routine preventative maintenance
- demonstrate purpose and use of common hand and power tools used in routine preventative maintenance
- locate and refer to workplace information including lubrication schedules
- identify faults in routine preventative maintenance
- identify relevant plant and equipment
- observe food safety factors for maintenance and servicing
- rectify or report faulty maintenance
- report or record maintenance information as required
- apply relevant regulatory and workplace requirements
- follow relevant workplace health and safety requirements
- observe roles of and relationships with others involved in carrying out maintenance functions
- maintain work area to meet housekeeping standards
- use communication skills relevant to enterprise requirements

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

The candidate must demonstrate a basic functional knowledge of:

- the purpose and use of common hand and power tools for routine preventative maintenance
- the purpose of routine preventative maintenance
- isolation procedures
- food safety factors for maintenance and servicing
- environmental issues and controls related to routine preventative maintenance
- links between routine preventative maintenance and other enterprise objectives
- relevant regulatory and workplace requirements
- relevant workplace health and safety requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal enterprise conditions or in a simulated environment.

The following three forms of assessment must be used:

- workplace project
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR108 Monitor meat temperature from receival to sale

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to monitor temperatures of meat products from the receival area to the display cabinet in a meat retail outlet.

The unit is applicable to workers in meat retail operations.

All training must be conducted according to Australian meat industry standards and regulations.

All work must be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work alongside a supervisor in most situations and exercise limited autonomy.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Monitor temperature of meat products in receival area	1.1 Check and record temperature of received meat products in line with workplace requirements 1.2 Notify supervisor when meat products are delivered at a temperature that does not meet workplace, hygiene and sanitation and regulatory requirements
2. Monitor temperature of cool room	2.1 Check and record temperature of cool room in accordance with regulatory requirements 2.2 Notify supervisor when cool room temperature does not meet workplace, hygiene and sanitation and regulatory requirements
3. Monitor display cabinet temperature	3.1 Check and record temperature of display cabinet in accordance with regulatory requirements 3.2 Notify supervisor when display cabinet temperature does not meet workplace, hygiene and sanitation and regulatory requirements
4. Monitor temperature of meat product while moving between refrigerated storage locations	4.1 Monitor temperature of meat product while outside of refrigerated storage areas to comply with workplace, hygiene and sanitation and regulatory requirements 4.2 Return meat product to refrigerated storage quickly and efficiently according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR109B Monitor meat temperature from receival to sale	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR108 Monitor meat temperature from receival to sale

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- measure temperature of meat products and storage areas, including receival area, cool room and display cabinets
- monitor refrigerated temperatures on a regular basis
- advise customers of suitable storage temperatures of meat product
- apply workplace health and safety requirements for working in refrigerated areas
- seek advice from appropriate sources when working with new products
- explain effect of incorrect storage temperatures on meat products
- use relevant communication skills
- use mathematical skills relevant to the task
- work effectively individually or as part of a team

Knowledge Evidence

The candidate must demonstrate a basic functional knowledge of:

- suitable temperature range for meat products stored in warehouse chillers, transportation, cool rooms and display cabinets
- effects of incorrect storage temperatures on meat products
- recommended refrigerated temperature for products stored
- regulatory requirements related to storing meat products
- workplace health and safety requirements for working in refrigerated areas

Assessment Conditions

Competency must be demonstrated under typical operating conditions within the parameters of role and responsibilities.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in the workplace under normal enterprise conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR201 Break and cut product using a bandsaw

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to break and cut products using a bandsaw.

This unit is applicable to workers in meat processing plants, smallgoods factories, boning rooms, food services operations, knackeries, game processing plants, wholesale and retail operations.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out according to workplace and hygiene requirements.

This unit applies to individuals who work under general supervision and exercise limited autonomy with some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX201 Prepare and operate bandsaw

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Break carcase into specified cuts using a bandsaw	1.1 Follow cutting lines for breaking of product according to workplace health and safety, hygiene, Quality Assurance (QA), and workplace requirements 1.2 Cut carcase into standard primal cuts according to workplace, workplace health and safety, hygiene and QA requirements
2. Cut product using a bandsaw	2.1 Cut product according to workplace, workplace health and safety, and hygiene and sanitation requirements
3. Hang and store product	3.1 Hang product according to workplace requirements 3.2 Store product according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR201C Break and cut product using a bandsaw	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR201 Break and cut product using a bandsaw

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- assemble and operate a bandsaw to manufacturer's, workplace and workplace health and safety requirements
- complete a safety check on the bandsaw
- ensure the safety of team members while working with a bandsaw
- report equipment faults, either verbally or in writing, according to workplace requirements
- use hanging and hooking techniques according to workplace health and safety, hygiene and sanitation, QA and workplace requirements
- store and rotate meat product according to workplace requirements
- seek advice from appropriate resources before using bandsaw on new products
- work effectively individually or as part of a team
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- primal cuts of carcase
- principles of storage and rotation of product according to workplace and regulatory requirements
- cutting lines for breaking carcase according to specifications
- safety procedures related to use of bandsaw

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal enterprise conditions or in a simulated environment.

Where the candidate cannot use a bandsaw in their usual place of work they must complete the requirements of the unit in an alternative work placement or in a simulated environment.

The following three forms of assessment must be used:

- demonstration in the workplace or simulated environment
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR202 Provide advice on cooking and storage of meat products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to provide information about cooking methods for various cuts of meat, in accordance with customer requirements.

This unit is applicable to workers in meat retailing operations.

All training must be conducted according to Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision and exercise limited autonomy with some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPR105 Provide service to customers

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Provide information on cooking specific meat cuts	1.1 Identify cooking method for various meat cuts to maximise eating quality 1.2 Provide information for cooking times for various meat cuts to meet customer needs 1.3 Provide information on complementary herbs, spices, vegetables, sauces or other flavours according to customer needs
2. Provide information on specific cuts for cooking methods	2.1 Identify available meat cuts for specific cooking method according to customer needs 2.2 Provide information for cooking times for various meat cuts to meet customer needs
3. Provide information on storage and shelf life of fresh meat and cooked meat products	3.1 Provide information on the storage and shelf life of fresh meat and cooked meat products
4. Provide hygiene information on handling of meat products	4.1 Provide information on the safe and hygienic handling, storage and preparation of meat products

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR202C Provide advice on cooking and storage of meat products	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR202 Provide advice on cooking and storage of meat products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- acknowledge customer's presence
- greet customer
- establish customer needs by enquiry, listening and summarising
- be aware of cultural and ethnic differences and respond accordingly
- attend to customer needs promptly and courteously, displaying tact, satisfying customer needs ethically and maintaining professional standards of dress and personal hygiene
- explain cooking times and temperatures for roasting and microwaving meat to achieve rare, medium or well done results
- provide advice on cooking methods, times, temperatures, and efficiently and courteously meet customer needs
- relay information to customer
- acknowledge complaints
- demonstrate polite and efficient telephone technique (if required)
- follow up customer enquiries
- refer customer to more experienced staff if necessary, listen and learn from colleagues
- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- operate telephone system, if required
- use mathematical skills relevant to the task
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- effects of each cooking technique on tenderness of meat

© Commonwealth of Australia, 2025 Skills Insight

- flavours which enhance various cuts and how to achieve the flavours
- how to interact with others in an appropriate way when providing advice
- moist cooking, dry cooking and microwave cooking techniques
- serving suggestions including suitable accompaniments
- properties and effects of animal fats in cooking
- which cuts are suitable for dry cooking techniques including roasting, grilling and stir-frying
- which cuts are suitable for microwave cooking techniques
- which cuts are suitable for moist cooking techniques including casseroling and stewing
- cooking times and temperatures for roasting and microwaving meat to achieve rare, medium or well done results
- storage times, temperatures and shelf life of fresh and cooked meat products
- workplace complaints policies and procedures
- relevant workplace health and safety, regulatory and workplace requirements
- sources of information on new cooking techniques

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal enterprise conditions or in a simulated environment.

The following three forms of assessment must be used:

- demonstration in the workplace or simulated environment
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR203 Select, weigh and package meat for sale

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to select, weigh and package meat for sale.

This unit is applicable to workers in boning rooms and meat retailing establishments.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Select requested products	1.1 Requested meat product is recognised 1.2 Select meat product according to workplace and customer requirements
2. Weigh selected products	2.1 Weigh products according to regulatory, workplace and customer requirements 2.2 Weigh and price products accurately 2.3 Confirm sale price with customer 2.4 Prepare meat orders according to customer's recorded requirements 2.5 Prepare special, standing or repeat orders according to customer specifications
3. Wrap and pack sales items	3.1 Neatly and safely wrap or pack items according to hygiene, workplace and customer requirements 3.2 Operate wrapping equipment according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR203C Select, weigh and package meat for sale	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR203 Select, weigh and package meat for sale

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- identify meat products
- identify the most appropriate packaging for products
- prepare meat order to customer requirements
- identify sub-standard products and take required action
- weigh items correctly following regulatory requirements
- over wrap meat items according to weather conditions and customer requirements
- use wrapping materials appropriately
- price items accurately according to displayed price
- use, read and interpret scales, calculators, cash registers
- explain regulatory requirements related to weighing products
- work with team members
- apply relevant workplace health and safety and regulatory requirements
- record mathematical information accurately
- report equipment faults, either verbally or in writing according to workplace requirements
- seek advice from colleagues when working with new products or equipment
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- regulatory requirements related to weighing products
- the effects of poor wrapping techniques on meat quality
- relevant workplace health and safety and regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal enterprise conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR204 Package products using manual packing and labelling equipment

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to package meat products using manual packing equipment. It includes the skills required to set up the packaging unit, accurately identify products and package products to meet customer requirements.

This unit is applicable to workers in boning rooms, meat retailing and food services enterprises.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Set weight controls	1.1 Set weight controls to production requirements
2. Package product	2.1 Package product to workplace requirements ensuring packs are undamaged and sealed, and coded to packing requirements where appropriate 2.2 Measure packaged product according to workplace requirements 2.3 Label packaged product according to workplace requirements 2.4 Package product according to workplace health and safety and hygiene requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR204C Package product using manual packing and labelling equipment	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR204 Package products using manual packing and labelling equipment

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- select packaging equipment according to customer specifications and workplace requirements
- assemble the packaging unit
- check the unit to ensure cleanliness and working order
- adjust equipment settings as required for packaging instructions or schedules
- check safety features are in place
- set weight controls on scales
- load product according to specifications
- operate packaging equipment to package products to manufacturer's and customer specifications, workplace, workplace health and safety and hygiene and sanitation requirements
- complete packaging records, documents and labels accurately
- identify and report faults in equipment either verbally or in writing according to workplace requirements
- work with team members or individually
- seek advice from manuals or team members before repairing faults
- use mathematical skills relevant to the task
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- methods of recording production
- regulatory requirements related to packaging

© Commonwealth of Australia, 2025 Skills Insight

- features of the packaging unit, including parts, safety features, start-up and shut-down procedures and possible faults and adjustments
- production schedule

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal enterprise conditions or in a simulated environment.

The following three methods of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR205 Use basic methods of meat cookery

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to use a range of cookery methods to prepare meat dishes.

This unit is applicable to workers in meat retailing, food services and smallgoods operations. Cookery methods are used to prepare meat and meat dishes for sale, and in the preparation of smallgoods products. Cookery methods are also used for recommendations when selling meat.

All training must be conducted against Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Select and use cooking equipment and technology	1.1 Select appropriate equipment or technology for particular cooking methods 1.2 Use equipment hygienically, safely and in accordance with manufacturer's instructions
2. Use methods of meat cookery	2.1 Use various cookery methods to prepare dishes to enterprise standard 2.2 Calculate correct quantities and ratios of commodities for specific cookery methods 2.3 Complete cooking process in a logical and safe manner 2.4 Identify problems with the cooking process and promptly take corrective action 2.5 Prepare dishes using a range of methods and current technology within acceptable enterprise time frames

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR207B Use basic methods of meat cookery	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR205 Use basic methods of meat cookery

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be able to cook meat dishes using all the following cooking methods:

- boiling or simmering
- stewing
- braising
- roasting
- grilling
- shallow frying

The candidate must:

- identify the most appropriate cooking methods for a range of cuts of meat
- select appropriate cooking equipment
- follow recipes accurately
- apply hygiene and safety principles and procedures during the cooking process
- follow safe work practices, particularly in relation to bending, lifting and using cutting implements, appliances, heated surfaces and other equipment which carry a risk of burns
- seek advice from appropriate sources when working with new products/equipment
- report equipment faults, either verbally or in writing according to workplace requirements
- explain logical and time-efficient workflow
- apply relevant workplace health and safety, regulatory and workplace requirements
- use mathematical skills relevant to the task
- use relevant communication skills

Knowledge Evidence

The candidate must be able to demonstrate a basic factual, technical and procedural knowledge of:

- the effects of different cookery methods on the nutritional value of food
- underlying principles of all basic methods of meat cookery

© Commonwealth of Australia, 2025 Skills Insight

- waste minimisation techniques and environmental considerations in relation to different cookery methods
- logical and time-efficient workflow
- use and characteristics of a range of equipment used for the required methods of meat cookery
- relevant workplace health and safety, regulatory and workplace requirements
- major food groups, culinary terminology and equipment as they relate to the required methods of meat cookery

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal enterprise conditions or in a simulated environment.

The following three forms of assessment must be used:

- assignments
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR206 Vacuum pack products in a retail operation

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to pack meat products using vacuum packaging in a retail operation.

This unit is applicable to workers in meat retail operations.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Prepare product for packaging	1.1 Prepare product for vacuum packaging to required specifications
2. Select packaging	2.1 Select appropriately sized bag for product 2.2 Arrange product on appropriate container
3. Set machine requirements	3.1 Complete requirements in preparation for start-up of vacuum packing machine to workplace requirements 3.2 Set machine requirements correctly 3.3 Follow start-up procedures according to workplace requirements 3.4 Attach and change packing materials according to workplace requirements and product specification 3.5 Place bagged meat on the vacuum packing machine or in the formed pockets as appropriate 3.6 Place open ends of bags flat across the sealing bar or meat contained in pockets as appropriate 3.7 Follow workplace health and safety and hygiene and sanitation requirements
4. Operate machinery	4.1 Operate vacuum packaging machine in accordance with workplace requirements 4.2 Vacuum pack a variety of products to customer specifications, hygiene and sanitation, workplace health and safety and Quality Assurance (QA) requirements, at a speed appropriate for production requirements 4.3 Drain bagged cuts 4.4 Perform shut-down procedures to workplace, workplace health and safety, and hygiene and sanitation requirements
5. Ensure quality of packaging and product	5.1 Inspect bagged cuts for leaks and other defects 5.2 Take corrective action when leaks and defects are identified according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMR208B Vacuum pack product in a retail operation	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR206 Vacuum pack products in a retail operation

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- prepare for vacuum packaging according to workplace health and safety and workplace requirements
- vacuum pack bagged cuts with no leaks or defects
- explain defects that can occur during packaging
- identify sub-standard or contaminated product
- clean equipment according to hygiene requirements
- work with team members
- apply relevant regulatory and workplace requirements
- report equipment faults, either verbally or in writing, according to workplace requirements
- seek advice from appropriate sources when working with new products or equipment
- use mathematical skills relevant to the task
- use elevant communication skills

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace procedures for dealing with sub-standard or contaminated products
- defects that can occur during packaging
- packaging requirements
- specific workplace health and safety requirements for vacuum packing
- the purpose of vacuum packaging
- general machine operating principles, including start-up and shut-down procedures
- manufacturer and workplace requirements for vacuum packaging of product
- relevant regulatory and workplace requirements

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal enterprise conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR207 Undertake routine preventative maintenance

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to carry out routine maintenance in the workplace.

Routine preventative maintenance is undertaken by workers in the retail, smallgoods, meat processing and food services sectors. It may involve tasks such as:

- vehicle and equipment checks
- cleaning and lubrication of equipment
- adjustments and repairs to plant and equipment

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Conduct routine checks of plant and equipment	1.1 Perform visual checks of plant and equipment to detect signs of defects and damage in accordance with preventative maintenance documentation and procedures 1.2 Make requirements for the adjustments and repairs to plant and equipment within workplace procedures and agreements
2. Implement routine preventative maintenance	2.1 Make routine adjustments and repairs to plant and equipment within workplace procedures and agreements 2.2 Carry out greasing, lubrication and other regular servicing of plant and equipment in accordance with workplace schedules, procedures and agreements, and according to maintenance instructions 2.3 Return cleaned equipment to operating order after maintenance is complete 2.4 Identify, rectify and/or report out-of-specification preventative maintenance 2.5 Collect, treat and dispose/recycle waste arising from preventative maintenance according to company procedures 2.6 Record routine maintenance information in the company reporting system

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR209B Undertake routine preventative maintenance	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR207 Undertake routine preventative maintenance

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- apply isolation procedures
- conduct pre-operational checks and requirements
- calculate down time for preventative maintenance
- select, fit and use personal protective clothing and equipment
- access services used in preventative maintenance
- seek advice from manuals and colleagues before working with new equipment
- prepare equipment and work area to conduct preventative maintenance
- resolve common problems in conducting preventative maintenance
- clean preventative maintenance tools and equipment
- observe cleaning requirements
- maintain a clean and safe work area
- rectify and report out-of-specification faulty maintenance
- apply waste handling requirements
- report and record maintenance information
- follow workplace health and safety requirements hazards and controls
- explain and follow roles and relationships with others involved in planning and carrying out maintenance functions
- use communication and mathematical skills appropriate to the task
- work with team members when appropriate to carry out tasks and solve problems

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- services used in preventative maintenance
- isolation procedures

© Commonwealth of Australia, 2025 Skills Insight

- waste handling requirements
- pre-operational checks and requirements
- cleaning requirements
- workplace health and safety requirements, hazards and controls
- common problems in conducting preventative maintenance
- operational requirements of equipment including cleaning and sanitation following servicing
- purpose of preventative maintenance and possible consequences of poor preventative maintenance
- workplace information, systems and schedules for conducting preventative maintenance
- environmental aspects related to preventative maintenance
- impact of operating and cleaning procedures on maintenance requirements (including impact of not removing product from belts during cleaning)
- quality parameters to be achieved
- relationship of preventative maintenance to other work activities in the meat processing plant
- food safety factors in maintaining and servicing plant and equipment
- relevant regulatory and workplace requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating or production conditions for the enterprise.

Assessment must occur in the workplace under normal operating conditions.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR208 Make and sell sausages

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to make and sell sausages.

This unit is applicable to workers in meat retail operations.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Prepare meat for sausages	1.1 Select and weigh meat is according to product and workplace specifications 1.2 Process meat in preparation for forming according to product specifications
2. Select ingredients for sausages	2.1 Select and weigh ingredients according to product specifications and workplace and regulatory requirements
3. Combine selected ingredients	3.1 Combine selected ingredients according to product specifications and workplace and regulatory requirements
4. Prepare casings	4.1 Prepare casings according to product specifications 4.2 Use and store casings according to workplace requirements and health and hygiene requirements 4.3 Identify and report defective casings where appropriate according to workplace requirements
5. Fill casings	5.1 Fill casings to consistency required by product specifications 5.2 Identify and report defective product, where appropriate, according to workplace requirements
6. Link, tie and hang sausages	6.1 Link and tie sausages to product specifications 6.2 Trim excess casings according to product specifications 6.3 Hang and store sausages according to product specifications and workplace requirements
7. Prepare, operate, disassemble and clean equipment	7.1 Prepare, adjust and operate sausage making equipment to workplace health and safety, workplace and hygiene requirements, and manufacturer specifications 7.2 Disassemble, clean and store equipment and parts in line with workplace health and safety, workplace and regulatory requirements, and manufacturer specifications
8. Sell a variety of sausages	8.1 Provide information, including cooking, storage and serving suggestions on a variety of sausages to customers 8.2 Promote sausage range to customers

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMR210B Make and sell sausages	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR208 Make and sell sausages

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be able to make at least four varieties of sausages including two gourmet varieties.

The candidate must:

- identify different species and categories of meat used in sausages
- make a range of at least four different varieties of sausages
- seek advice from appropriate sources before working with new equipment or products
- operate adjustment tools and equipment
- apply mathematical skills relevant to the task
- report faults and required adjustments, verbally or in writing according to workplace requirements
- explain cooking methods for a range of sausages
- answer customer enquiries, for at least four different varieties of sausage, relating to:
  - cooking methods
  - cooking times
  - storage
  - shelf life
  - ingredients
  - nutritional value, including fat content
- work with team members
- apply relevant workplace health and safety requirements
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- sausage filler types
- materials used for hanging and storing sausages
- protective covering for sausages and its purpose

© Commonwealth of Australia, 2025 Skills Insight

- conditions under which equipment may need adjusting
- function and operation of sausage filler machines
- safe and correct operation of sausage making equipment
- cooking methods for a range of sausage varieties
- shelf life of a range of sausage varieties
- temperature for storing a range of sausage varieties
- filling yields of various sizes and types of casings
- purpose and storage needs of collagen casings and natural casings
- purpose and use of processing equipment used in making sausages
- purpose and use of ingredients used in sausage making
- relevant workplace health and safety requirements
- ingredients used in at least four different varieties of sausage
- purposes and processes for undertaking emergency stops, machine lockouts and isolation procedures
- regulatory requirements in relation to sausage making
- procedures for cleaning sausage making equipment
- properties of correct blending of ingredients

Assessment Conditions

Competency must be demonstrated over time under typical operating conditions.

Assessment must occur in the workplace under normal production conditions or in a simulated environment.

Where the candidate cannot make and sell sausages in their usual place of work they must complete the requirements of the unit in an alternative work placement or in a simulated environment.

The following three forms of assessment must be used:

- demonstration in the workplace or simulated environment
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR209 Produce and sell value-added products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to produce and sell value-added products such as stir-fries, sprinkles, glazes, pre-marinated meat, satays, and forced, stuffed and seasoned meat. The products may be made with pre-prepared ingredients, such as commercially-prepared marinades and ready-cut meat, or by following recipes and preparing ingredients.

This unit is applicable to workers in meat retail and food services operations.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements and hygiene standards.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Select ingredients for formulation of value-added products	1.1 Select ingredients according to workplace recipes, policy and practice 1.2 Weigh ingredients according to regulatory requirements 1.3 Label unused ingredients according to workplace and regulatory requirements
2. Prepare meat, stuffings, seasonings and forcemeat for value-added products	2.1 Prepare meat according to recipes, policy and practices 2.2 Prepare stuffings, seasonings and forcemeat according to recipes, policy and practices
3. Mix ingredients	3.1 Add ingredients according to recipe and product specifications 3.2 Blend ingredients to achieve product consistency or substance according to recipe and product specifications
4. Produce value-added products	4.1 Add ingredients to meat according to instructions or recipe 4.2 Formulate product according to product specifications and workplace, hygiene and sanitation, and Quality Assurance (QA) requirements 4.3 Present product according to product specifications and workplace requirements 4.4 Label product according to product specifications, and regulatory and workplace requirements
5. Store products and ingredients	5.1 Store product according to workplace and regulatory requirements 5.2 Store ingredients according to workplace and regulatory requirements 5.3 Identify shelf life of product 5.4 Identify effects of ingredients on shelf life
6. Sell meat product	6.1 Provide information, including cooking, preparation, storage and serving suggestions, to customers on meat product 6.2 Promote product to customers

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR211B Produce and sell value-added products	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR209 Produce and sell value-added products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must demonstrate the ability to make a minimum of five different value-added products from at least three species.

The candidate must:

- follow recipes accurately
- select, measure and weigh meat and ingredients according to recipes and workplace requirements
- perform calculations as required for production of value-added products
- explain permissible use of additives and ingredients in value-added products
- mix ingredients to achieve product consistency according to recipe and product specifications
- produce at least five value-added products from a minimum of three species including stuffing, seasoned and forcemeat
- identify quality requirements related to production of value-added products, including limits to value-adding options
- present and label products to workplace requirements
- record information, including mathematical information, accurately
- store meat and ingredients to workplace and regulatory requirements
- apply workplace health and safety and hygiene requirements related to producing value-added products
- prepare, operate, adjust, shut down and clean preparation equipment.
- use mathematical skills relevant to the task (including estimating measures to verify calculations)
- work effectively individually or as part of a team
- work with other team members to develop new value-added products
- use relevant communication skills

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- regulatory requirements regarding use and storage of fruit and vegetables
- shelf life of products, factors affecting shelf life and the effect of different ingredients on shelf life
- range of effects on the product and consumer of the use of both incorrect and inadequate quantities of ingredients
- permissible use of additives and ingredients in value-added products
- properties of correct blending
- use and purposes of ingredients in producing value-added products
- reasons for poor product consistency and rectify problem
- workplace health and safety and hygiene requirements related to producing value-added products

Assessment Conditions

Competency must be demonstrated over time under typical operating conditions.

Assessment must occur in the workplace under normal production conditions or in a simulated environment.

Where the candidate is unable to produce the required volume of value-added products in their workplace they must complete the requirements of the unit in an alternative work placement or in a simulated environment.

The following three forms of assessment must be used:

- demonstration in the workplace or simulated environment
- Quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR210 Receive meat products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to receive meat products.

The unit is applicable to workers in meat retail operations.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Prepare delivery area	1.1 Check delivery area and clean if necessary before delivery to meet workplace, regulatory, workplace health and safety, hygiene and sanitation requirements
2. Receive meat product	2.1 Weigh and check carcases or cartons on receipt according to the number and quality ordered. 2.2 Check ticketing and labels to ensure they comply with meat ordered 2.3 Check meat quality according to workplace requirements 2.4 Record and report problems with receivals according to workplace requirements
3. Move meat product to storage	3.1 Move product from receival area to storage according to workplace health and safety, regulatory and hygiene and sanitation requirements 3.2 Stack, hand or store product in cool room according to workplace health and safety, hygiene and sanitation and regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR212B Receive meat product	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR210 Receive meat products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- receive incoming stock
- follow equipment and material requirements
- follow health and hygiene requirements
- follow workplace requirements
- identify and minimise safety hazards
- apply relevant workplace health and safety and regulatory requirements
- calibrate equipment correctly
- use different types of weighing machines
- complete documentation for weighing and receiving goods
- explain the features and purpose of a stock control sheet
- work with diverse individuals and groups
- use mathematical skills relevant to the task
- use relevant communication skills
-

Knowledge Evidence

The candidate must demonstrate a basic, factual, technical and procedural knowledge of:

- principles of the relevant health Acts and regulatory requirements in relation to stock control
- differences in quality of carcases
- differences in types of weighing machines
- indications of meat contamination and workplace procedures for handling contamination
- storage requirements for a range of species and meat cuts
- features and purpose of a stock control sheet
- purpose of each item of data on invoices and delivery dockets

© Commonwealth of Australia, 2025 Skills Insight

- relevant workplace health and safety and regulatory requirements
- limits of weight individuals are allowed to carry according to legislative and regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal workplace conditions.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR211 Provide advice on meal solutions in a meat retail outlet

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to create meat-based menu ideas for customers. It requires the ability to match meat recipes with complementary products, such as condiments and vegetables; create menu ideas appropriate to the season; cost the menu; and evaluate the success of the menu.

This unit is applicable to workers in meat retailing enterprises.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare range of meal ideas based on particular meat products	1.1 Seek advice from supervisor on product lines to be promoted. 1.2 Generated a range of meal ideas for the specified meat cuts and species, taking into account seasonality, festivals or local events.
2. Cost menus	2.1 Cost meal ideas for the consumer based on ingredient retail prices. 2.2 Calculate total meal costs. 2.3 Calculate average cost of meal per person.
3. Promote meal ideas	3.1 Write meal suggestions to provide information on complimentary products, cooking techniques and costs. 3.2 Hand write or type meal suggestions to customer and workplace requirements. 3.3 Use correct names for cuisines. 3.4 Write explanations on cuisines. 3.5 .Use descriptive writing to promote the sale of meal ingredients items. 3.6 Promote meal ingredients sold in the meat retail outlet through effective display techniques.
4. Evaluate menu success.	4.1 Seek feedback from customers and other team members on meal success. 4.2 Seek feedback from supervisor on impact of meal promotion on sales of the meat product being promoted. 4.3 Improve meal suggestions based on customer and supervisor feedback.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

New unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR211 Provide advice on meal solutions in a meat retail outlet

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- Apply communication skills appropriate to the task
- apply mathematical skills for calculating costs of ingredients
- explain different methods of cooking, times of cooking, accompanying condiments and presentation of the cooked product
- write clear descriptions of products and meals
- provide accurate advice in a courteous manner to customers on the use of products and services
- explain cooking meat products as required
- demonstrate awareness of cultural and ethnic differences and respond appropriately
- work with team members
- apply relevant workplace health and safety, regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- menus or recipes, portion requirements, cooking
- products and services to suit customer needs
- enterprise ethical and customer service standards
- relevant workplace health and safety, regulatory and workplace requirements
- sources of information to further meet customer needs
- products and how they may be cooked and served
- seasonality of cooking methods, species and meat cuts and fresh produce

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions. Where the candidate does not interact with customers in their usual place of work, they must undertake alternative work placement or simulated work experience to meet the requirements of this unit.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace project
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR212 Clean meat retail work area

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to clean a meat retail work area.

This unit is applicable to workers in meat retail operations. Cleaning methods and procedures are used to clean and sanitise food preparation surfaces, equipment, machinery and premises.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Assess area to be cleaned	1.1 Assess meat retail area for cleaning work required 1.2 Review work order according to food safety program, workplace health and safety, regulatory and workplace requirements 1.3 Clarify issues with appropriate persons 1.4 Identify hazards and risks and take appropriate action 1.5 Identify contamination hazards and take appropriate action 1.6 Select cleaning techniques according to work order and enterprise requirements
2. Select equipment and chemicals	2.1 Select and use Personal Protective Equipment (PPE) according to manufacturer specifications, and workplace health and safety, and enterprise requirements 2.2 Select equipment and chemicals for cleaning according to workplace health and safety and enterprise requirements 2.3 Check equipment and chemicals to ensure they meet cleaning and sanitation requirements of food safety program according to legislative, workplace health and safety, and enterprise requirements 2.4 Prepare chemicals according to manufacturer specifications, and workplace health and safety, and enterprise requirements
3. Clean meat retail area while maintaining food safety	3.1 Follow food-safety program and conduct cleaning activities to ensure food safety is maintained according to health regulations, work order, and workplace health and safety and enterprise requirements 3.2 Clean surfaces and equipment using PPE, chemicals and cleaning techniques according to manufacturer specifications, work order, and workplace health and safety, and enterprise requirements 3.3 Report procedures or practices inconsistent with food-safety program to appropriate persons 3.4 Dispose of waste according to enterprise, regulatory and environmental requirements
4. Clean, check and store equipment	4.1 Clean equipment and PPE are according to manufacturer specifications and environmental, workplace health and safety, and enterprise requirements 4.2 Store chemicals according to manufacturer specifications, and workplace health and safety, and enterprise requirements

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR212 Clean meat retail work area

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed cleaning a meat retail area.

The candidate must

- read and interpret directions and safety instructions, including:
  - chemical labels
  - equipment manuals
  - safety data sheets (SDS)
- request advice or further information
- plan and organise work
- skills to work safely when:
  - handling and disposing of chemicals
  - identifying food contamination hazards and controlling risks
  - manual handling
  - selecting chemicals to suit surface type
- self-management skills to work alone and in a team
- follow workplace health and safety, regulatory and workplace policies and procedures
- clean a meat retail area to meet workplace health and safety, regulatory and workplace requirements
- dispose of waste according to enterprise, regulatory and environmental requirements

Knowledge Evidence

The candidate must demonstrate a basic, factual, technical and procedural knowledge of:

- cleaning and sanitation requirements of meat retail areas, including:
  - chemicals
  - cleaning methods
  - personal hygiene practices

© Commonwealth of Australia, 2025 Skills Insight

    - clothing and footwear requirements associated with working and moving in and between food-handling areas and non food-handling areas
- environmental protection procedures
- workplace health and safety procedures
- equipment and chemicals for use in meat retail areas
- legislation, regulations, codes of practice and industry advisory standards that apply to cleaning meat retail areas
- safe work practices for using:
    - chemicals
    - equipment, including PPE
- types of contamination and prevention methods
- waste collection, recycling and handling procedures
- workplace information on food-safety policies and procedures

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal enterprise conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR301 Prepare specialised cuts

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to select and prepare specialised meat cuts, such as 'trim lamb' or 'new-fashioned pork'.

This unit is applicable to workers in boning rooms, food services and meat retailing operations.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Determine customer needs	1.1 Clarify customer needs through questioning and active listening to ensure specialised cuts are cut and trimmed correctly 1.2 Utilise sources of information when necessary to ensure specialised cuts meet the needs of customers
2. Select meat for specialised cuts	2.1 Select meat in accordance with quality requirements of specialised cuts 2.2 Select meat from a minimum of two species 2.3 Select meat from bone-in primals
3. Prepare specialised meat cuts	3.1 Cut meat according to customer and workplace requirements 3.2 Present cuts to customer requirements
4. Handle knife effectively	4.1 Handle knife safely, hygienically and effectively
5. Cost and price specialised cuts	5.1 Cost specialised cuts to include yield and labour costs 5.2 Price specialised cuts to meet workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR301C Prepare specialised cuts	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR301 Prepare specialised cuts

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed preparing specialised cuts from a minimum of two species.

The candidate must:

- establish customer requirements by questioning, active listening and clarifiying of customer comments where applicable
- seek advice from appropriate sources when developing new cuts
- select and weigh meats for a range of specialised cuts
- prepare specialised meat cuts to workplace health and safety and hygiene requirements
- identify sub-standard products and rectify as appropriate
- apply communication skills relevant to the task
- apply mathematical skills relevant to the task
- explain food safety, Quality Assurance (QA) and product quality requirements for specialised cuts
- apply relevant workplace health and safety and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- what specialised cuts are
- food safety, QA and product quality requirements for specialised cuts
- requirements for a range of specialised cuts according to workplace and customer requirements
- types of specialised cuts to meet customer requirements
- relevant workplace health and safety and regulatory requirements
- why meat retailers sell specialised cuts
- why customers request specialised cuts
- costing and pricing calculations

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal operating conditions or in a simulated environment.

Where the candidate does not prepare specialised cuts in their usual place of work they must complete the requirements of the unit in an alternative work placement or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR302 Assess carcase or product quality

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to assess carcase and product quality in accordance with workplace or customer specifications.

This unit is applicable to workers in boning rooms and meat retail enterprises.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under broad supervision and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	**Performance criteria**
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Sort and select carcase or meat product	1.1 Sort carcase or meat product according to customer and workplace specifications 1.2 Identify contaminated carcases or meat products and take corrective action 1.3 Follow hygiene and sanitation requirements in regard to selecting carcase or meat product
2. Assess carcase or meat product	2.1 Assess carcase or meat product to verify that it meets workplace or market requirements 2.2 Assess carcase or meat product according to workplace requirements, customer specifications and industry requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR302C Assess carcase/product quality	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR302 Assess carcase or product quality

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- select carcase or meat product to customer and workplace requirements
- apply relevant regulatory requirements for slicing
- record and communicate outcomes of carcase or meat product assessment according to workplace requirements
- apply relevant communication and mathematical skills

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- methods of assessing carcase or meat product according to specifications
- procedures for interpreting, recording and reporting mathematical and technical information including that found on carcase tickets
- elements of the specification being utilised
- workplace health and safety and hygiene and sanitation requirements in relation to assessing and measuring carcases or meat product

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions or in a simulated environment.

© Commonwealth of Australia, 2025 Skills Insight

The following three forms of assessment must be used:

- demonstration in the workplace or simulated environment
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR303 Calculate yield of carcase or product

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to calculate the yield of carcases or meat products.

This unit is applicable to workers in boning rooms, meat retailing operations and smallgoods enterprises.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Calculate yield of carcase or product as appropriate	1.1 Calculate and record total weight of product according to workplace requirements 1.2 Weigh all components including carcase, primal cuts and trimmings as appropriate, according to workplace requirements 1.3 Perform calculations to determine yield 1.4 Perform tasks in accordance with workplace health and safety hygiene and workplace requirements
2. Record yield	2.1 Record yield in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR303C Calculate yield of carcase or product	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR303 Calculate yield of carcase or product

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- weigh whole carcase or product prior to cutting or trimming into components
- estimate yield to identify and rectify inaccurate calculations
- explain the principles of calculation of yield
- apply relevant regulatory and workplace health and safety requirements
- use communication skills relevant to the task
- use mathematical skills relevant to the task

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- principles of calculation of yield
- relevant regulatory and workplace health and safety requirements
- steps in calculating yield

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal operating conditions or in a simulated environment.

The following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- observation/simulation
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR304 Manage stock

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to receive and rotate stock, undertake stock control and re-order stock.

This unit is applicable to workers in meat retailing enterprises.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Receive stock	1.1 Weigh and check carcases or cartons on receipt in accordance with the number and quality ordered 1.2 Check ticketing and labels to ensure they comply with meat ordered 1.3 Check meat quality in accordance with workplace requirements 1.4 Receive and check dry goods to ensure they are in accordance with order placed 1.5 Record and report problems with receivals in accordance with workplace requirements
2. Check stock	2.1 Determine quantity of existing stock in accordance with workplace requirements 2.2 Inspect meat to determine quality in accordance with health, hygiene and Quality Assurance (QA) requirements 2.3 Communicate state of stock promptly to supervisor or manager 2.4 Discard outdated or deteriorated stock in accordance with workplace requirements 2.5 Determine future stock needs in accordance with workplace requirements
3. Participate in stocktake	3.1 Assist with stocktaking and cyclical counts, in accordance with workplace requirements 3.2 Complete stock records documentation in accordance with workplace stock control system 3.3 Report and record discrepancies in stock 3.4 Operate and maintain electronic recording equipment according to manufacturer's specifications, as appropriate
4. Re-order stock	4.1 Identify minimum stock levels in accordance with workplace requirements 4.2 Complete stock requisition forms or electronic orders 4.3 Identify undelivered stock orders on stock system and followed up without undue delay

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMR304C Manage stock	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR304 Manage stock

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must demonstrate the ability to:

- Receive incoming stock
- follow equipment and material requirements
- follow workplace health and safety and hygiene requirements
- identify and minimise safety hazards
- use different types of weighing machines
- check and interpret electronic labels
- calibrate equipment
- complete documentation for weighing and receipt of goods
- perform stock control tasks
- identify and minimise safety hazards
- work with diverse individuals and groups
- apply relevant workplace health and safety and regulatory requirements
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- principles of the relevant health acts and regulatory requirements in relation to stock control
- ageing process and the shelf life of various products
- bacterial process in ageing and deterioration of meat
- differences in quality of carcases
- differences in types of weighing machines
- features and purpose of the stock control sheet
- indications of meat contamination, and workplace procedures for handling contamination
- principles and procedures of stock rotation

© Commonwealth of Australia, 2025 Skills Insight

- procedures for meat disposal
- purpose of each item of data on invoices and delivery dockets
- relevant workplace health and safety and regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal operating conditions or in a simulated environment.

The following three forms of assessment must be used:

- demonstration in the workplace or simulated environment
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR305 Meet customer needs

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to identify customer needs. It also describes the use diverse sales techniques to satisfy these needs and promote enterprise products and services.

This unit is applicable to workers in meat retailing enterprises.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under broad supervision and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPR105 Provide service to customers

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Provide information on products and services	1.1 Advise customer accurately and courteously on products and services which are relevant to customer requirements 1.2 Provide information on handling products, cooking requirements, presentation to the consumer, and a range of catering needs as appropriate 1.3 Offer customer alternative products or services, or advice on how to obtain same when requested item is not available
2. Satisfy customer needs	2.1 Discuss range of products and services with customer, which allows for informed decision making by the customer 2.2 Recommend products or services to meet customer needs 2.3 Sell products or services in accordance with customer's budget, preferred products and their availability
3. Deal with customer complaints	3.1 Deal with complaints and grievances courteously and efficiently to the satisfaction of the customer 3.2 Deal with customer complaints referred from other staff according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR305C Meet customer needs	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR305 Meet customer needs

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must demonstrate the ability to:

- apply communication skills appropriate to the task
- apply mathematical skills appropriate to the task
- demonstrate a variety of sales techniques
- explain different methods of cooking, times of cooking, accompanying condiments and presentation of the cooked product
- provide accurate advice in a courteous manner to customers on the use of products and services
- provide advice on cooking meat products as required
- provide clear descriptions and advice to customers, demonstrating use of appropriate language and showing sensitivity to cultural differences
- suit advice to customer needs
- demonstrate awareness of cultural and ethnic differences and respond appropriately
- handle information from external clients with discretion and confidentiality
- refer customers to a more experienced team member if unable to meet their needs
- demonstrate effective interpersonal skills in providing advice to customers and when handling complaints
- work with team members
- apply relevant workplace health and safety, regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- catering needs, new lines, menus or recipes, portion requirements, cooking, carving and meat presentation
- products and services to suit customer needs
- methods of cooking, times of cooking, accompanying condiments and presentation of the cooked product

© Commonwealth of Australia, 2025 Skills Insight

- enterprise ethical and customer service standards
- relevant workplace health and safety, regulatory and workplace requirements
- sources of information to further meet customer needs
- products and explain how they may be cooked and served

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions. Where the candidate does not interact with customers in their usual place of work, they must undertake alternative work placement or simulated work experience to meet the requirements of this unit.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR306 Provide advice on nutritional role of meat

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit covers the skills and knowledge required for the provision of information regarding the role of meat in the diet to ensure the customer is able to make informed decisions regarding purchases.

This unit is applicable to workers in meat retailing enterprises.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under broad supervision and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Advise on general nutritive composition of meat	1.1 Provide information regarding approximate percentages of protein, fat, iron, thiamine, niacin, riboflavin and other vitamins and minerals found in meat according to the Standard Set of Food Tables 1.2 Provide information on functions of six main nutrients required in the diet according to the Standard Set of Food Tables and Dietary Guidelines
2. Advise on methods of reducing fats from a diet which includes meat	2.1 Provide information regarding cooking methods which reduce fat 2.2 Provide information on meat cuts which are recommended for a low-fat diet

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR306C Provide advice on nutritional role of meat	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR306 Provide advice on nutritional role of meat

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- apply communication skills appropriate to the task
- explain cooking times and temperatures for roasting and microwaving meat to achieve rare, medium and well-done
- provide advice on the nutritional role of meat as appropriate
- follow up customer enquiries
- assist other staff to provide advice to customers when able
- demonstrate awareness of cultural and ethnic differences and respond appropriately
- apply relevant workplace health and safety, regulatory and workplace requirements
- maintain currency of reference materials and information to give to customers
- refer customers to more experienced or knowledgeable staff member, when required
- relay information to customer

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- cooking times and temperatures for roasting and microwaving meat to achieve rare, medium and well-done
- cooking methods that will reduce fat
- dry cooking techniques
- major nutrients required for a healthy diet
- workplace customer service standards, complaints policy and procedures
- sources of information on new cooking techniques
- major nutrients found in meat
- meat cuts recommended by the National Heart Foundation

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions or in a simulated environment.

Where the candidate is unable to interact with customers in their usual work environment, they must undertake alternative work placement or simulation to meet the requirements of the unit.

The following three forms of assessment must be used:

- demonstration in the workplace or simulated environment
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR307 Merchandise products, services

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to arrange and present products and services within the workplace. It includes pricing, set-up of display cabinets, stock bins, product displays, signage, ticketing, wrapping of products and merchandising strategies.

This unit is applicable to workers in meat retailing enterprises.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace, regulatory and hygiene standards.

This unit applies to individuals who work under broad supervision and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	**Performance criteria**
outcomes.	demonstrate achievement of the element.
1. Price and weigh products for display	1.1 Weigh products 1.2 Price products to workplace requirements 1.3 Place price tickets on products in accordance with workplace requirements 1.4 Mark prices on pre-packaged trays
2. Arrange meat for display	2.1 Trim meat for display purposes in accordance with workplace, hygiene and regulatory requirements 2.2 Arrange meat on trays according to workplace, hygiene and regulatory requirements
3. Layout cabinets to display products and services	3.1 Display meat, trays and other products in window and cabinets in accordance with workplace, hygiene and regulatory requirements 3.2 Position trays in window to take most advantage of colour and design and in accordance with workplace, hygiene and regulatory requirements 3.3 Display meat and other products to ensure maintenance of product quality and food safety 3.4 Regularly replenish cabinets and windows with stock to maintain presentation 3.5 Intersperse trays with other products and garnishing to provide attractive display in accordance with workplace requirements, hygiene and regulatory requirements 3.6 Set layout to reflect advertising and seasonal promotions
4. Maintain stock presentation	4.1 Display meat and other products to ensure maintenance of product quality and safety 4.2 Regularly replenish cabinets and windows with stock to maintain presentation
5. Position displays for impulse buying	5.1 Identify key positions to place displays for maximum sales effect 5.2 Identify local, cultural and ethnic needs, seasons or events 5.3 Plan and prepare displays in accordance with workplace requirements
6. Organise signs and tickets	6.1 Display signage, labels and price tickets visibly and legibly, with accurate information 6.2 Place signage, labels and price tickets to workplace specifications

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
7. Wrap meat and other products for display	7.1 Wrap and/or packed meat for display in accordance with health and workplace requirements
8. Contribute to the development of workplace marketing and merchandising strategy	8.1 Participate in workplace promotional activities 8.2 Recommend promotional events and strategies to be conducted within the workplace to the manager

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR307C Merchandise products, services	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR307 Merchandise products, services

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- plan a display:
  - follow health and hygiene requirements
  - plan a cabinet layout
  - plan window displays
  - select products to be displayed
  - trim meat for display purposes
- portion products in display to increase sales of particular items
- weigh products accurately
- label products according to workplace and regulatory requirements
- mark prices on stock to match stock records
- demonstrate the effective and attractive laying out of a cabinet or window according to a pre-determined plan
- position displays to gain attention of customers
- demonstrate a range of merchandising strategies
- explain a range of advertising and seasonal promotions
- work with team members to carry out tasks
- evaluate effectiveness of display for selling products
- apply relevant workplace health and safety requirements
- use communication skills appropriate to the task
- use mathematical skills appropriate to the task

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- key positions to display products for maximum sales effect

© Commonwealth of Australia, 2025 Skills Insight

- merchandising strategies
- methods of maintaining product quality of displays
- workplace policy for cabinet and window displays
- relevant workplace health and safety requirements

Assessment Conditions

Competency in this unit must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal enterprise or production conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR308 Prepare, roll, sew and net meat

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit covers the skills and knowledge required to roll, sew and net meat.

This unit is applicable to meat retailing, food services and smallgoods enterprises.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace, regulatory and hygiene standards.

This unit applies to individuals who work under broad supervision and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Prepare meat for rolling, sewing and netting	1.1 Prepare meat for rolling, sewing and netting according to workplace, hygiene, workplace health and safety and Quality Assurance (QA) requirements
2. Roll meat	2.1 Roll meat according to product and customer specifications, workplace, hygiene and QA requirements
3. Sew, net and tie meat	3.1 Sew, net and tie meat according to workplace, workplace health and safety, hygiene and QA requirements, and product and customer specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR309C Prepare, roll, sew and net meat	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR308 Prepare, roll, sew and net meat

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- explain meat preparation for rolling
- operate netting machines
- roll, tie, sew and net meats to accepted workplace standard
- use different techniques to tie meat
- identify sub-standard products and rectify
- apply relevant regulatory requirements
- seek advice from appropriate sources, as necessary, when working with new products
- use communication and mathematical skills appropriate to the task
- work with team members to develop new products

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- use of netting
- meat preparation for rolling
- relevant regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal operating conditions or in a simulated environment.

© Commonwealth of Australia, 2025 Skills Insight

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR309 Bone and fillet poultry

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to manually bone and fillet poultry.

This unit is applicable to workers in meat retailing enterprises.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements and hygiene standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Prepare work bench for use	1.1 Clear work bench of other species and products 1.2 Clean work bench in accordance with hygiene and workplace requirements
2. Bone poultry	2.1 Secure poultry for boning 2.2 Bone poultry to maximise yield using hand knives to workplace and hygiene requirements
3. Separate poultry into bone-in products	3.1 Secure poultry for cutting 3.2 Separate poultry into a range of bone-in products to workplace and hygiene requirements
4. Identify and separate contaminated product	4.1 Check product for contamination and non-compliance to workplace and hygiene requirements 4.2 Separate contaminated or non-compliant and take corrective action

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR310C Bone and fillet poultry	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR309 Bone and fillet poultry

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- cut product according to workplace, workplace health and safety and hygiene requirements
- demonstrate correct cutting, slicing and trimming techniques
- demonstrate cutting lines to produce cuts to workplace requirements
- demonstrate safe and effective knife skills
- bone poultry safely, effectively, and with consideration for maximising yield
- demonstrate the ability to work with team members
- explain hygiene requirements specific to poultry (including salmonella risk)
- operate and clean equipment according to workplace requirements
- remove defects from products according to workplace, hygiene and regulatory requirements
- use communication skills appropriate to the task

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- hygiene requirements specific to poultry (salmonella risk)
- boning procedure
- workplace health and safety implications of the slippery and moist nature of poultry

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in the workplace under normal operating conditions or in simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR310 Cost and price meat products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to calculate costs and set prices of meat and meat products.

This unit is applicable to workers in meat retail operations.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Cost product	1.1 Calculate cost price of product
2. Price product to achieve business goals	2.1 Calculate prices to achieve enterprise sales, stock and profitability targets

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR311C Cost and price meat products	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR310 Cost and price meat products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- alter electronic scales to show correct sales price
- apply mathematical skills appropriate to the task
- calculate margins required to return gross profit targets
- calculate product cost price based on invoice price and cost price based on yield
- calculate sale price to achieve required return according to enterprise targets and goals
- explain concepts of 'break even point', and 'gross' and 'net profit' margins
- apply relevant workplace health and safety , regulatory and workplace requirements
- identify overhead cost per kilogram
- mark ticket prices to show correct sales price
- use communication skills relevant to the task

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- concepts of 'break even point', and 'gross' and 'net profit' margins
- reasons for prices calculated to achieve more than or less than gross profit margin
- relevant workplace health and safety, regulatory and workplace requirements
- elements contributing to the total cost of the product (total cost of purchase, preparing or selling product)

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in the workplace under normal operating conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR311 Prepare portion control to specifications

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to break and prepare carcases and primal cuts to portion control specifications. The products are cut to meet the specifications of the hospitality industry, including restaurants, hotels or airlines.

This unit is applicable to workers in boning rooms and meat retail operations.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements and hygiene standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Slice primal cuts to portion control specifications	1.1 Select cuts to customer specifications to maximise yield 1.2 Slice cuts to specified weight tolerances and for maximum yield 1.3 Slice cuts to workplace, hygiene and Quality Assurance (QA) requirements
2. Handle knife effectively	2.1 Handle knife safely, hygienically and effectively
3. Package and label cuts to specifications	3.1 Package cuts to customer specifications and workplace requirements 3.2 Label cuts to customer specifications and workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR312C Prepare portion control to specifications	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR311 Prepare portion control to specifications

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Candidates must be able to demonstrate cutting, slicing and trimming techniques to workplace requirements and customer specifications for a minimum of two species.

The candidate must:

- select primal cuts for maximum yield and suitability to portion control specification
- demonstrate cutting, slicing and trimming techniques to workplace requirements and customer specifications for a minimum of two species
- demonstrate safe use of bandsaw, as required
- demonstrate sorting procedures to gain maximum yield
- explain and demonstrate hygiene standards and procedures for preparing portion control cuts
- explain and demonstrate QA standards and procedures for preparing portion control cuts
- slice portions evenly
- apply mathematical skills relevant to the task
- explain and demonstrate correct procedure for achieving and maintaining weights while cutting
- identify sub-standard product and rectify appropriately
- demonstrate the ability to listen actively and ask questions to confirm understanding when customers are explaining new cuts and/or specifications
- work with team members
- explain and demonstrate sorting procedures for achieving and maintaining weights while cutting to gain maximum yield
- apply workplace health and safety and regulatory requirements
- use communication skills relevant to the task

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- correct procedure for achieving and maintaining weights while cutting

© Commonwealth of Australia, 2025 Skills Insight

- hygiene standards and procedures for preparing portion control cuts
- QA standards and procedures for preparing portion control cuts
- sorting procedures for achieving and maintaining weights while cutting to gain maximum yield
- pre-portioning processes
- criteria for selection of meat to suit specification
- hygiene requirements for preparation of cuts
- portion specification
- quality requirements for preparation of cuts
- relationship between primal cut size, dimensions, order specification and yield
- value of off-cuts
- workplace health and safety and regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal operating conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR312 Bone game meat

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to bone game meat.

This unit is applicable to workers in boning room and meat retail operations.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements and hygiene standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Bone game meat	1.1 Bone game meat to customer specifications and workplace requirements 1.2 Task is performed to workplace health and safety, hygiene and Quality Assurance (QA) requirements
2. Handle knife effectively	2.1 Handle knife safely, hygienically and effectively

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR313C Bone game meat	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR312 Bone game meat

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- identify the main parts of the carcase
- demonstrate equipment used to bone carcase
- apply relevant regulatory requirements
- use communication skills appropriate to the task

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- different methods of boning
- equipment used to bone carcase
- relevant regulatory requirements
- main parts of the carcase

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR313 Order stock in a meat enterprise

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to order stock while working under the supervision of the store buyer in a meat enterprise.

This unit is applicable to workers in the retailing, processing and smallgoods sectors of the meat industry. Employees may be involved in the ordering of stock such as:

- cleaning materials
- food preparation requirements
- meat products
- packaging
- Personal Protective Equipment (PPE) supplies and safety equipment
- rendering materials.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Process order	1.1 Process or raise orders for stock as requested according to workplace requirements 1.2 Maintain ordering and recording system according to workplace requirements 1.3 Record and file orders and delivery requirements for retrieval according to workplace procedures
2. Follow up order	2.1 Monitor delivery process to meet agreed deadlines 2.2 Handle routine supply problems or refer to management as required by workplace requirements 2.3 Maintain continuous liaison with buyers and suppliers to ensure continuity of supply 2.4 Distribute stock according to workplace allocation

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR314B Order stock in a meat enterprise	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR313 Order stock in a meat enterprise

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- apply problem-solving skills where necessary
- work with team members and individually
- demonstrate communication and mathematical skills in regard to:
  - maintaining delivery and supply records
  - maintaining stock ordering and recording system
  - processing or raising stock orders
  - stock distribution records
- apply workplace requirements in regard to:
  - current and future stock levels
  - existing suppliers
  - quality control procedures and requirements
  - range of stock
  - workplace merchandising and marketing
- apply relevant workplace health and safety and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- workplace requirements in regard to:
  - current and future stock levels
  - existing suppliers
  - quality control procedures and requirements
  - range of stock
  - workplace merchandising and marketing

© Commonwealth of Australia, 2025 Skills Insight

- relevant workplace health and safety and regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal operating conditions.

The following three forms of assessment must be used:

- demonstration in the workplace or simulated environment
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR314 Calculate and present statistical data in a meat enterprise

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to calculate and present statistical information commonly used in meat enterprises.

Skills to calculate and present statistical data are used widely throughout the retail and smallgoods sectors of the meat industry, for example:

- calculating and presenting production statistics
- calculating consumption and replacement requirements of gloves, caps and other personal protective equipment
- calculating quantities
- preparing process control data and sheets

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Design and complete statistical tables and charts	1.1 Design frequency tables and charts to record and present statistical information 1.2 Analyse statistical tables and charts to provide a description and interpretation of their contents
2. Calculate measures of central tendency	2.1 Calculate measures of central tendency and use to explain the average of a set of data
3. Calculate measures of dispersion	3.1 Calculate measures of dispersion and use to explain the pattern of variation of data
4. Graph statistical data	4.1 Structure graphs to present meat processing data in a form suitable for analysis and interpretation 4.2 Interpret meat processing performance and trends from graphs

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR315B Calculate and present statistical data in a meat enterprise	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR314 Calculate and present statistical data in a meat enterprise

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- accurately calculate averages, average range and standard deviation
- consistently use estimation processes
- consistently use mathematical processes
- consistently use mathematical symbols and diagrams
- consistently prepare and interpret statistical charts and tables including frequency charts and tables.
- consistently prepare and interpret graphs
- apply relevant workplace health and safety, regulatory and workplace requirements
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- estimation processes
- mathematical processes
- mathematical symbols and diagrams
- purpose and structure of statistical charts and tables including frequency charts and tables
- purpose and structure of graphs
- purpose of calculating averages
- purpose of measuring the dispersion of values
- relevant workplace health and safety, regulatory and workplace requirements

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated under typical operating conditions for the enterprise and within the parameters of the role and responsibilities.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR315 Utilise the Meat Standards Australia system to meet customer requirements

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to utilise the Meats Standards Australia (MSA) system in order to improve demand for beef and sheep products and achieve an associated shift in price and volume.

Participants in the MSA program must be licensed to use the Trade Mark and Certified products.

This unit is suitable for people working in food services, boning rooms or meat retailing enterprises.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements and hygiene standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Implement the MSA system	1.1 Describe how and why MSA was developed 1.2 Identify factors that affect eating quality 1.3 Cut product for each approved cooking method
2. Describe the licensing requirements for an MSA end user	2.1 Use MSA Standards Manual 2.2 Identify accurate methods of MSA product identification 2.3 Interpret carton end panels and carcase cut and cook reports accurately 2.4 Describe the MSA customer complaint system
3. Explore value adding opportunities through eating quality principles	3.1 Identify primals and sub-primal cuts 3.2 Value-add primals by seaming into individual muscles 3.3 Prepare product according to MSA approved eating quality and cooking methods
4. Investigate potential profit opportunities through value adding techniques	4.1 Investigate variation in yield differences between preparing product traditionally versus value-adding 4.2 Investigate gross profit of preparing product traditionally versus value-adding 4.3 identify differences in portion sizes between traditionally prepared product and value-added product

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR316B Utilise the Meat Standards Australia system for beef to meet customer requirements	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR315 Utilise the Meat Standards Australia system to meet customer requirements

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- accurately identify MSA products
- apply value adding techniques to a range of beef or sheepmeat primal using MSA eating quality principles
- investigate gross profit percentages of selling sub-primal cuts versus traditionally sliced
- demonstrate active listening in relation to customer complaints
- complete an MSA customer complaint form and provide all necessary information
- apply relevant workplace health and safety, regulatory and workplace requirements
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- differences between the MSA beef and sheepmeat programs
- variables that impact on eating quality
- key elements of the MSA program
- relationship between cut and cooking method
- consumer taste test system on which MSA is based
- relevant workplace health and safety, regulatory and workplace requirements
- primals that have variable eating quality
- sources of information on the MSA program
- benefits of MSA
- MSA approved cooking methods and describe their preparation requirements
- value-added options using muscle seaming

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal operating conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR316 Cure, corn and sell product

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to cure, corn and sell various meat products.

This unit is suitable for all sectors of the meat industry. Smallgoods and value-adding establishments may prepare products for wholesale customers, meat retail establishments and retail customers.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out in accordance with workplace requirements and hygiene standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare, operate and clean processing equipment used for curing and corning product	1.1 Prepare processing equipment according to manufacturer specifications, and workplace health and safety, hygiene and workplace requirements 1.2 Operate processing equipment according to manufacturer specifications, workplace health and safety, hygiene and workplace requirements 1.3 Clean processing equipment according to manufacturer specifications, workplace health and safety, hygiene and workplace requirements
2. Prepare meat	2.1 Select meat according to product specifications 2.2 Prepare meat according to product specifications, and hygiene and workplace requirements
3. Prepare ingredients	3.1 Select and prepare ingredients according to product specifications, and hygiene and workplace requirements
4. Prepare brines	4.1 Add required amount of water and other liquid and solid additives in correct order and mix according to product specifications, and hygiene and workplace requirements 4.2 Prepare brine solutions according to product specifications, and hygiene and workplace requirements 4.3 Use hydrometer (salinometer) to check brine solution
5. Process meat	5.1 Cure or corn meat according to product specifications, health regulations and workplace requirements at a speed appropriate for production requirements 5.2 Regularly monitor processing 5.3 Make adjustments to processing as required to achieve product specifications
6. Store meat product	6.1 Store product on completion of processing, according to product specifications, and hygiene, regulatory and workplace requirements
7. Sell meat product	7.1 Provide information, including cooking, storage and serving suggestions, to customers on meat product 7.2 Promote product to customers

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR317B Cure, corn and sell product	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR316 Cure, corn and sell product

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- activate processing equipment to assess its readiness for operational use
- follow recipes and procedures accurately
- explain the curing and corning processes for a variety of meat products
- mix curing ingredients for required length of time
- perform running adjustments according to workplace requirements and manufacturer specifications
- pump meat to increase original weight according to workplace requirements
- pump meat correctly to avoid air pockets
- demonstrate the correct pickling procedure, according to product specifications and workplace requirements
- perform curing and corning according to workplace, workplace health and safety, hygiene and regulatory requirements
- wash residue from cured meats following removal from holding brine
- identify sub-standard product and address the problem according to workplace requirements
- operate adjustment tools and equipment correctly
- seek advice from appropriate sources when working with new products or equipment
- report any faults and adjustments required to processing equipment, either verbally or in writing, according to workplace procedures
- use tools and cleaning agents appropriate to the cleaning activity and manufacturer specifications
- apply relevant communication and mathematical skills
- apply relevant regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the term 'osmosis' in relation to the curing process
- different salts, cures and brines used in the curing process
- conditions under which equipment may need adjusting
- function of various additives and ingredients
- purpose and effect of brine on meat
- safe and correct operation of processing equipment
- health regulations that apply to curing and corning meats
- curing and corning processes for a variety of meat products
- effects of curing on shelf life and taste of product
- purpose and use of processing equipment used in curing and corning products
- purpose of correct water temperature and correct additive sequence
- reasons for pickling to correct pump percentage and yield requirements
- selection criteria for meat for the curing or corning process
- relevant regulatory requirements
- meat cuts used in curing and corning
- various ingredients for curing meat and their use and purpose
- maximum amount of nitrite allowed in cured, corned or salted meats
- procedures for cleaning processing equipment

Assessment Conditions

Competency must be demonstrated over time under typical operating conditions.

Assessment must occur in the workplace under normal production conditions or in a simulated environment.

Where the candidate does not cure or corn meat product in their usual place of work they must complete the requirements of the unit in an alternative work placement or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR317 Assess and sell poultry products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to assess and sell poultry products.

The unit is applicable to workers in meat retail operations.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements and hygiene standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Identify poultry cuts	1.1 Identify poultry by cut name and species according to specifications and workplace requirements
2. Sort and select poultry product	2.1 Sort poultry product according to customer and workplace specifications 2.2 Select poultry by cut name and species according to workplace requirements 2.3 Identify contaminated product and take corrective action 2.4 Follow hygiene and sanitation requirements in regard to selecting product
3. Assess poultry product	3.1 Assess product for shelf life expectancy 3.2 Assess product according to workplace requirements, customer specifications and industry requirements
4. Identify and separate contaminated product	4.1 Check product for contamination and non-compliance to workplace and hygiene requirements 4.2 Separate contaminated or non-compliant product and take corrective action
5. Sell poultry product	5.1 Provide information, including cooking, storage and serving suggestions, to customers on poultry products 5.2 Promote product to customers
6. Store poultry product	6.1 Store poultry according to hygiene and sanitation, regulatory and workplace requirements 6.2 Store poultry under correct conditions and temperatures to maintain quality, extend shelf life, and maximise appearance and eating quality

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR318B Assess and sell poultry product	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR317 Assess and sell poultry products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- identify poultry cuts according to label on cartons as appropriate
- select cuts correctly by species and cut according to workplace requirements
- select poultry to customer and workplace requirements
- identify cuts correctly by species and cut, according to workplace specifications
- remove defects from products according to workplace, hygiene and regulatory requirements
- record and communicate outcomes of poultry product assessment according to workplace requirements
- apply relevant communication and mathematical skills
- apply relevant regulatory requirements in relation to selling poultry

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- normal causes of contamination of poultry
- hygiene requirements specific to poultry (including salmonella risk)
- methods of assessing poultry according to specifications
- legislation regarding growth promotants in poultry
- workplace health and safety implications of the slippery and moist nature of poultry
- difference between growth promotants and antibiotics
- difference between organic, free range and conventional poultry products
- workplace, workplace health and safety, hygiene and sanitation requirements in relation to assessing poultry
- relevant regulatory requirements in relation to selling poultry

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal workplace conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR318 Break carcase for retail sale

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to break carcases for retail sale.

This unit is applicable to meat tradespersons in the retail industry, who may be required to separate carcases into primal cuts for further processing or preparation.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

AMPX209 Sharpen knives

AMPR319 Locate, identify and assess cuts

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Break carcase into primal cuts	1.1 Separate carcase into primal cuts according to workplace, workplace health and safety, Quality Assurance (QA) and hygiene requirements
2. Handle knife effectively	2.1 Handle knife safely, hygienically and effectively

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMR319B Break carcase for retail sale.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR318 Break carcase for retail sale

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Competency must be demonstrated over time and under typical operating conditions for the enterprise and must include:

- breaking carcase into primal cuts for a minimum of three species, including beef and sheep
- identifying primary cut specifications for at least three species, including beef and sheep

The candidate must:

- prepare equipment for breaking carcase correctly and safely
- position or fasten carcase securely for separation
- demonstrate the separation of carcase into primal cuts on a range of meat cuts for a minimum of three species including beef, sheep and one other species, according to workplace, workplace health and safety, and hygiene requirements and customer specifications
- use acceptable cutting lines to produce primary cuts to workplace requirements
- demonstrate safe manual-handling techniques
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- identify contaminated product and take the appropriate corrective action according to workplace requirements
- sanitise equipment according to workplace requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- hygiene, workplace health and safety and workplace requirements when breaking carcases
- quality requirements for breaking carcases
- principles of contamination in regard to primary cuts

© Commonwealth of Australia, 2025 Skills Insight

- primary cut specifications for beef, sheep and one other species
- major anatomical structures of the carcase of each species
- relevant regulatory requirements

Assessment Conditions

Assessment must occur in the workplace under normal production conditions or in a simulated environment.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR319 Locate, identify and assess meat cuts

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to locate, identify and assess cuts on a carcase.

This unit is applicable to meat tradespersons who prepare and further process primal cuts.

All training must be conducted in accordance Australian meat industry standards and regulations.

All work should be carried out in accordance with workplace requirements and hygiene standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Locate cuts on a carcase	1.1 Locate primal cuts on a carcase by cut name and species according to workplace requirements and specifications 1.2 Locate meat cuts on a carcase by cut name and species according to workplace requirements and customer specifications 1.3 Locate specialised cuts on a carcase by cut name and species according to workplace requirements and customer specifications
2. Identify cuts	2.1 Identify meat cuts on a carcase by cut name and species according to workplace requirements and customer specifications 2.2 Identify meat cuts on primals in cartons by cut name and species according to workplace requirements and customer specifications 2.3 Identify cutting lines for meat cuts on primals according to workplace requirements and customer specifications 2.4 Identify cutting lines for primal cuts on a carcase according to workplace requirements and customer specifications
3. Assess cuts	3.1 Assess meat cuts for quality to workplace requirements and customer specifications 3.2 Assess meat cuts against cut specifications to workplace requirements 3.3 Assess primal cuts for quality to workplace requirements and customer specifications 3.4 Assess primal cuts against cut specifications to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR320B Locate, identify and assess meat cuts	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR319 Locate, identify and assess meat cuts

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- demonstrate safe manual-handling techniques
- locate primal cuts on a carcase of beef, sheep and one other species
- assess primal cuts on a carcase of beef, sheep and one other species
- identify contaminated product and take the appropriate corrective action according to workplace requirements
- apply relevant communication skills
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- hygiene and workplace health and safety requirements for breaking carcases
- quality requirements for breaking carcases
- principles of contamination in regard to primary cuts
- sequence for breaking carcases
- relevant regulatory requirements
- acceptable cutting lines to produce primary cuts to workplace requirements
- primary cut specifications for beef, sheep and one other species
- major anatomical structures of the carcase of each species

Assessment Conditions

Competency must be demonstrated over time under typical operating conditions.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in the workplace under normal enterprise or production conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR320 Assess and address customer preferences

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to research local areas to make informed decisions on product lines stocked and inform customers on product features and benefits.

This unit is applicable to meat retailing enterprises.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out in accordance with workplace requirements.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Research local markets to determine potential customer needs	1.1 Investigate local demographics and interpret purchasing preferences/requirements 1.2 Review current product lines, brands and suppliers to determine match to local preferences/requirements 1.3 Research current and alternative suppliers to ensure local requirements can be met 1.4 Review alternative product lines to determine economic viability of introduction
2. Recommend new products to manager	2.1 Prioritise new product line possibilities 2.2 Report research to supervisors/managers 2.3 Recommend new product lines or suppliers to managers, with support from market research
3. Promote product features to customers	3.1 Inform customers on special features of product lines 3.2 Promote product features that meet local requirements and preferences

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR321A Assess and address customer preferences	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR320 Assess and address customer preferences

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- undertake market research, including determining:
  - demographic make-up of local area
  - specific religious needs of local area, including halal or kosher meats
  - specific cuts of meat preferred by major local cultural groups
  - preferences for organic meats
  - preferences for value-added products or basic meat cuts
  - more sophisticated expectations of product including brands that promote good animal welfare practices, environmentally-friendly production and processing, Australian made and owned products
  - preferences for particular species, including game meat
  - prices they are prepared to pay for meat
  - what is sold by competitors
- use appropriate research methodology, including internet research, questionnaires, observations, conversations with customers, other local residents, local council data, suppliers or other industry members, existing market research data
- research suppliers and brands for product features and supply chain policies and practices
- seek advice from appropriate sources when introducing/investigating new product lines
- apply communication skills relevant to the task
- apply mathematical skills to determine economic viability of various product lines
- apply relevant workplace health and safety and regulatory requirements
- report findings and make recommendations based on market research and accurate cost/price/profit calculations to senior staff members
- provide sound information to customers about product lines, brands and supply chain, using appropriate language and showing sensitivity to cultural differences
- research and follow cutting specifications for non-standard meat cuts

© Commonwealth of Australia, 2025 Skills Insight

- provide sound information to customers on link between specialised brands and product cost
- demonstrate effective interpersonal skills in providing advice to customers
- demonstrate awareness of cultural and ethnic differences and respond appropriately

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- requirements of whole of supply-chain practices required for a product to achieve brandings including RSPCA, free-range, organic, enviromeat and MSA
- range of species, including game
- difference between dry-aged and wet-aged meat
- requirements of whole of supply-chain practices required for a product to meet religious requirements including halal (for Muslim consumers) or kosher (for Jewish consumers)
- enterprise ethical and customer service standards
- relevant workplace health and safety requirements
- sources of information to further meet customer needs and expectations
- features of new and existing product lines
- mathematical formulas for determining product selling prices
- problem-solving techniques

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace project
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR321 Collect and prepare standard samples

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to collect and prepare standard samples.

This unit is applicable to workers in the meat industry who are required to collect samples for testing.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work must be carried out in accordance with workplace requirements, regulatory requirements and hygiene standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to demonstrate

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	achievement of the element.
1. Receive, handle and store samples	1.1 Register samples upon receipt in accordance with quality and workplace procedures 1.2 Check labelling and history of sampling in accordance with laboratory procedures 1.3 Record sample information and cross-reference with current or previous test data according to workplace requirements 1.4 Observe universal precautions and relevant legislative requirements during the handling and storage of all samples 1.5 Record samples requiring analysis by external laboratories and forward following workplace procedures 1.6 Dispose of unwanted samples in accordance with workplace and hygiene standards
2. Prepare for sample collection	2.1 Confirm type of sample required prior to collection 2.2 Follow prescribed procedures to ensure representative sampling and record details to workplace requirements 2.3 Prepare or assemble appropriate sampling equipment to safety and workplace requirements
3. Perform sample collection	3.1 Collect gross samples in accordance with workplace procedures 3.2 Preserve sample integrity throughout all aspects of sampling 3.3 Place samples in suitable containers and label to clearly identify sample type, location, date and any other workplace-specific information 3.4 Store, preserve and transport samples in accordance with relevant regulations and laboratory procedures 3.5 Maintained sampling equipment in clean, safe and sterile working order 3.6 Recognised and report unusual or non-standard observations made during sampling
4. Perform standard chemical or biological sample preparation (where applicable)	4.1 Prepared samples and controls for analysis 4.2 Take action to minimise loss of analyses from sample 4.3 Use separation equipment to provide the required sample fractions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMR322A Collect and prepare standard samples	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR321 Collect and prepare standard samples

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time. Sample collection techniques must comply with the relevant meat industry regulations and standards.

The candidate must:

- collect samples in accordance with workplace and regulatory requirements
- apply relevant workplace health and safety requirements
- use relevant communications skills

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- procedures for collecting, receiving, handling and storing specimens in accordance with laboratory procedures, universal precautions and legislative requirements
- use of aseptic techniques in collecting samples
- how sample collection has to be coordinated with workplace activities
- importance of obtaining representative samples and how this can be achieved
- procedures for documenting all pertinent sample information in the required format
- workplace Standard Operating Procedures (SOPs) for collecting and preparing samples
- relevant workplace health and safety requirements
- steps in preparing samples and sub-samples to comply with required procedures
- workplace procedures to recognise sampling equipment and, as required, maintain it in a sterile condition
- correct disposal procedures

Assessment Conditions

Sample collection techniques must comply with the relevant meat industry regulations and standards.

© Commonwealth of Australia, 2025 Skills Insight

Assessment may be conducted in a real or simulated situation.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR322 Prepare and produce value added products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to prepare and produce more complex value added products, such as those employing pastry, dairy products or cooking. It includes preparing ingredients and following recipes. The operation of processing equipment to produce value-added products may also be required.

This unit is applicable to workers in meat retailing and food services enterprises.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements and hygiene standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare and operate processing equipment used in producing value-added products	1.1 Prepared and operate processing equipment according to hygiene, and health and safety requirements 1.2 Identify faults in line with manufacturer and workplace requirements 1.3 Use equipment according to manufacturer, workplace and workplace health and safety requirements 1.4 Performed start-up and shut-down procedures according to manufacturer and workplace requirements
2. Clean processing equipment	2.1 Clean equipment to manufacturer's, workplace health and safety, hygiene and workplace requirements
3. Follow recipe	3.1 Follow recipes to prepare and produce value-added products to product specifications
4. Select ingredients for formulation of value-added products	4.1 Select ingredients in accordance with recipes, policy and practice, and regulatory requirements 4.2 Weigh ingredients in accordance with recipe specifications and regulatory requirements 4.3 Label ingredients according to workplace and regulatory requirements
5. Prepare meat, stuffings, seasonings and force meat for value-added products	5.1 Prepare meat according to recipes, policy and practice 5.2 Prepare stuffings, seasonings and force meat in accordance with recipes, policy and practice
6. Prepare pastry, marinades, sauces, and glazes for value-added product	6.1 Prepare pastry, marinades, sauces and glazes in accordance with recipes, policy and practice
7. Mix ingredients	7.1 Weigh ingredients in accordance with recipe requirements 7.2 Add ingredients to meat according to recipes, product specifications and regulatory requirements 7.3 Blend ingredients to achieve product consistency according to recipes and product specifications
8. Produce value-added products	8.1 Formulate product according to product specifications 8.2 Present product according to product specifications and policy

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	and procedures 8.3 Use pastry types according to recipes and workplace requirements 8.4 Skewer meat according to recipes and workplace requirements
9. Store products and ingredients	9.1 Store product according to workplace and regulatory requirements 9.2 Store ingredients according to workplace and regulatory requirements 9.3 Identify shelf life of products and take appropriate action 9.4 Identify effects of ingredients on shelf life and take appropriate action

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMR323A Prepare and produce value added products	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR322 Prepare and produce value added products

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be able to produce value-added meat products from a minimum of three species, using pastry, fresh produce, dried herbs and spices and marinades.

The candidate must:

- make adjustments to equipment when necessary according to manufacturer's, workplace and workplace health and safety requirements
- describe shelf life of products, factors affecting shelf life and effects of different ingredients on shelf life
- explain the permissible use of additives and ingredients in value-added products
- identify suitable alternatives from existing stock where quantities of required ingredients are not available, as applicable
- work with team members to develop new value-added products
- identify sub-standard product and rectify appropriately
- label value-added products according to workplace and regulatory requirements
- provide advice to customers on ingredients in value-added products
- seek advice on new recipes and products from appropriate sources
- use communication skills appropriate to the task
- use mathematical skills as required for production of value-added products
- estimate measures to verify calculations

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- regulatory requirements regarding use and storage of fruit and vegetables
- shelf life of products, factors affecting shelf life and effects of different ingredients on shelf life
- range of effects on the product and on consumer health of the use of incorrect and inadequate quantities of ingredients
- properties of correct blending

© Commonwealth of Australia, 2025 Skills Insight

- purpose and use of processing equipment in the preparation of value-added products
- use and purpose of stuffings, seasoning and force meat in producing value-added products
- use and purposes of ingredients in producing value-added products
- quality requirements related to production of value-added products
- effect of various ingredients on product shelf life
- procedures for cleaning processing equipment
- workplace health and safety and hygiene requirements related to producing value-added products

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal operating conditions or in a simulated environment.

Where the candidate does not produce value-added products in their usual place of work they must complete the requirements of the unit in an alternative work placement or in a simulated environment.

The following three forms of assessment must be used:

- demonstration in the workplace or simulated environment
- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR323 Break small stock carcases for retail sale

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to break small stock carcases for retail sale.

This unit is applicable to meat tradespersons in the retail industry who separate carcases into primal cuts for further processing or preparation.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements and hygiene standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

AMPR319 Locate, identify and assess meat cuts

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Break small stock carcase into primal cuts	1.1 Prepare equipment for breaking carcase safely 1.2 Position or fasten carcase securely for separation 1.3 Accurately separate carcase into primal cuts using acceptable cutting lines 1.4 Accurately separate carcase into primal cuts according to workplace, workplace health and safety, Quality Assurance (QA), customer specifications and hygiene requirements
2. Handle knife effectively	2.1 Sanitised knife and other equipment according to workplace and regulatory requirements 2.2 Handle knife safely, hygienically and effectively

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR323 Break small stock carcases for retail sale

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be able to demonstrate:

- breaking carcase into primal cuts for at least one small stock species
- identifying primary cut specifications for at least one small stock species
- using knife skills to enterprise speed and requirements

The candidate must:

- demonstrate safe manual-handling techniques
- breaking carcase into primal cuts for at least one small stock species
- identify primary cut specifications for at least one small stock species
- apply relevant communication skills
- identify contaminated product and take the appropriate corrective action according to workplace requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- hygiene, workplace health and safety or workplace requirements when breaking carcases
- quality requirements for breaking carcases
- principles of contamination in regard to primary cuts
- primary cut specifications for appropriate species
- major anatomical structures of the carcase of appropriate species
- relevant regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in the workplace under normal production conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR324 Break large stock carcases for retail sale

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to break large stock carcases for retail sale.

This unit is applicable to meat tradespersons in the retail industry who separate carcases into primal cuts for further processing or preparation.

All training must be conducted in accordance with Australian meat industry standards and regulations.

All work should be carried out in accordance with workplace requirements and hygiene standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

AMPR319 Locate, identify and assess meat cuts

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Break large stock carcase into primal cuts	1.1 Prepare equipment for breaking carcase safely 1.2 Position or fasten carcase securely for separation 1.3 Accurately separate carcase into primal cuts using acceptable cutting lines 1.4 Accurately separate carcase into primal cuts according to workplace, workplace health and safety, Quality Assurance (QA), customer specifications and hygiene requirements 1.5 Identify contaminated or out of specification product and take appropriate corrective action, according to workplace and regulatory requirements
2. Handle knife effectively	2.1 Sanitise knife and other equipment according to workplace and regulatory requirements 2.2 Handle knife safely, hygienically and effectively

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR324 Break large stock carcases for retail sale

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be able to demonstrate:

- breaking carcase into primal cuts for one large stock species
- identifying primary cut specifications for one large stock species
- using knife skills to enterprise speed and requirements

The candidate must:

- demonstrate safe manual-handling techniques
- break carcase into primal cuts for one large stock species.
- identify primary cut specifications for one large stock species
- apply relevant communication skills
- identify contaminated product and take the appropriate corrective action according to workplace requirements
- sanitise equipment according to workplace requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- hygiene, workplace health and safety or workplace requirements when breaking carcases
- quality requirements for breaking carcases
- principles of contamination in regard to primary cuts
- primary cut specifications for beef, sheep and one other species
- major anatomical structures of the carcase of each species
- relevant regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- demonstration in the workplace or simulated environment
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPR325 Prepare cooked meat product for retail sale

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to prepare cooked meat products in a retail establishment.

This unit is applicable to workers in meat retailing. Cookery methods are used to prepare, cook and store meat products for retail sale.

This unit must be delivered in accordance with Australian meat industry standards and regulations.

All work should be carried out in accordance with workplace requirements and hygiene standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare meat for cooking	1.1 Prepare meat to workplace health and safety, hygiene and sanitation and regulatory requirements 1.2 Prepare meat following workplace procedures, recipes and requirements 1.3 Identify sub-standard product prior to cooking and take corrective action 1.4 Calculate quantities and assemble required ingredients
2. Cook meat product	2.1 Check equipment and utensils prior to cooking meat products to ensure they meet workplace health and safety, manufacturers, hygiene and sanitation and regulatory requirements 2.2 Cook meat product following workplace health and safety and regulatory requirements 2.3 Cook meat following recipes, workplace procedures and quality assurance requirements 2.4 Monitor temperatures of meat products during cooking 2.5 Cool meat product (if required) 2.6 Monitor and record cooling temperatures of meat product
3. Store meat product	3.1 Store cooked meat product appropriately to avoid cross contamination with raw products 3.2 Store cooked meat product following workplace health and safety, regulatory and quality assurance requirements 3.3 Monitor temperature of cooked meat product during storage

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

New unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPR325 Prepare cooked meat product for retail sale

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- trim and prepare meat product to be cooked to workplace requirements
- follow workplace health and safety, regulatory and hygiene and sanitation requirements for preparing meat
- follow workplace recipes and procedures for preparing meat to be cooked
- identify sub-standard or contaminated meat product during preparation
- take corrective action if sub-standard or contaminated product is identified
- identify the most appropriate cooking methods for meat products
- select appropriate cooking equipment
- calculate required weights and quantities
- follow recipes accurately
- apply hygiene and safety principles and procedures during the cooking process
- follow safe work practices, particularly in relation to bending, lifting and using cutting implements, appliances, heated surfaces and other equipment which carry a risk of burns
- seek advice from appropriate sources when working with new products/equipment
- report equipment faults, either verbally or in writing according to workplace requirements
- monitor and record temperature of product throughout the cooking process
- store meat product appropriately
- apply relevant workplace health and safety, regulatory and workplace requirements
- use mathematical skills relevant to the task
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- workplace health and safety, and regulatory requirements for cooked meat products
- workplace procedures for cooking meat products
- temperature requirements for cooking meat products to meet regulatory and quality assurance requirements
- use and characteristics of a range of equipment used for the required methods of meat cookery
- regulatory requirements for the storage of cooked, ready to eat and cook and cool meat products
- storage life of cooked meat products
- effects of different ingredients on storage life of cooked meat products

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal enterprise conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- verified work log or diary
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS101 Handle materials and products

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to handle raw materials and products in a meat establishment.

This unit is suitable for operators working under supervision in packing and storage areas.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Handle meat products	1.1 Identify meat according to labels 1.2 Handle and transfer meat in accordance with workplace health and safety requirements 1.3 Handle meat using safe manual handling techniques 1.4 Handle meat product hygienically according to regulatory and workplace requirements 1.5 Store meat product according to workplace, regulatory, hygiene and sanitation and Quality Assurance (QA) requirements
2. Handle materials (as appropriate)	2.1 Handle raw materials in accordance with work instructions, workplace health and safety, and hygiene requirements
3. Maintain clean holding room	3.1 Clean holding room to workplace, safety, hygiene and regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS101C Handle materials and products.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS101 Handle materials and products

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must handle raw materials and products in a meat establishment.

The candidate must:

- handle meat products safely and hygienically, and in accordance with the work instruction
- handle raw materials safety and hygienically, and in accordance with the work instruction
- maintain a clean holding room
- check work for accuracy
- identify problems and refer to the appropriate person for resolution
- use communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- work at the level of speed and accuracy required by the enterprise

Knowledge Evidence

The candidate must demonstrate a basic functional knowledge of:

- the work instruction
- relevant workplace, health and safety, and regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise. Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- workplace demonstration
- quiz, question and answer
- workplace referee’s observation of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS102 Pack smallgoods product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to hand weigh, arrange and bag meat products as required.

This unit may be required by operators working in the packing area of a smallgoods plant.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Weigh product	1.1 Inspect and grade product according to workplace requirements 1.2 Handle product outside specifications according to workplace requirements 1.3 Take corrective action according to workplace requirements if product is outside specifications 1.4 Weigh product according to workplace, hygiene and sanitation, Quality Assurance (QA) and regulatory requirements, where part of work instructions
2. Arrange product	2.1 Arrange product according to workplace, hygiene and sanitation, QA and regulatory requirements, where part of work instructions
3. Bag and seal product	3.1 Bag product according to workplace, hygiene and sanitation QA and regulatory requirements, where part of work instructions
4. Inspect product	4.1 Inspect product for defects according to workplace, hygiene and sanitation, QA and regulatory requirements, where part of work instructions 4.2 Take appropriate action for defects according to workplace requirements
5. Place product into container	5.1 Prepare product for containers according to workplace, hygiene and sanitation, QA and regulatory requirements 5.2 Pack product into containers according to workplace, hygiene and sanitation, QA and regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS102C Pack smallgoods product.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS102 Pack smallgoods product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must hand-weigh, arrange and bag meat products in a meat processing establishment.

The candidate must:

- inspect and grade of a variety of products prior to packaging
- accurately weigh a variety of products
- package and arrange product into containers according to workplace requirements
- bag and seal product to workplace, hygiene and sanitation, and QA requirements
- inspect bagged product for defects and take appropriate action for defects
- apply relevant workplace health and safety requirements
- use communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic functional knowledge of:

- process for inspection and grading of meat prior to packaging and the action to be taken if meat is outside specifications
- procedures for packing products into containers for a variety of different products
- bagging requirements for a variety of products
- labelling requirements
- requirements for inspecting bagged products and the action to be taken if defects are found
- relevant workplace health and safety requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise. Assessment must occur in the workplace under normal operating conditions.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS201 Package product using thermoform process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to package processed meat products using a thermoform process.

Operators in smallgoods manufacturing, value-adding and food services establishments may require this unit to package product and extend shelf life.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Set up and adjust thermoforming machinery and materials	1.1 Set up thermoforming machinery and materials for a variety of product specifications according to manufacturer's specifications and workplace, workplace health and safety, and hygiene requirements 1.2 Adjust thermoforming machinery and materials according to manufacturer's specifications and workplace, health and safety. and hygiene requirements
2. Set up requirements for packaging	2.1 Set up requirements for packaging to workplace, workplace health and safety, and hygiene and sanitation requirements
3. Operate thermoforming machinery	3.1 Operate thermoforming machinery to throughput requirements for a variety of products according to manufacturer's specifications and workplace, workplace health and safety, and hygiene requirements
4. Change dates	4.1 Change dates on the date coder according to manufacturer's specifications and workplace, health and safety, and hygiene requirements
5. Clean machinery and materials	5.1 Clean machinery and accessories according to manufacturer's specifications and workplace, health and safety, and hygiene requirements
6. Monitor and identify faulty product and packaging	6.1 Identify faulty product and packaging according to workplace requirements
7. Report and/or fix operating problems on thermoforming equipment and auxiliaries	7.1 Report and/or fix operating problems on thermoforming equipment and auxiliaries according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS205C Package product using thermoform process.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS201 Package product using thermoform process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must package processed meat products using a thermoform process.

Candidates must:

- identify where labels and other raw materials are stored
- demonstrate correct loading procedure at machine speed
- demonstrate correct loading procedure for labels
- change dates on the coders
- correctly load and unload films
- join films
- line up printed film
- identify flaws in packaging film
- demonstrate a full label change
- set machine to different product specifications
- perform a full changeover within the specified time
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- implement the hygiene procedures for the thermoforming machinery

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- relevant regulatory requirements
- how the thermoforming machine works
- reasons for changing the different settings
- temperature requirements and the importance of correct temperature
- hygiene requirements and their importance when changing between uncooked and cooked products
- need to adjust tracking and the procedure to make adjustment

© Commonwealth of Australia, 2025 Skills Insight

- packaging specifications for a range of products for cartons, tubs and pouches
- principles of thermoforming
- use of oxygen absorbers if required under work instructions
- use-by date or packed-on date for a range of products and the importance of these dates
- which films are used for which products
- causes and corrective actions for re-packs
- thermoforming equipment and accessories

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS203 Operate bar and coder systems

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a bar and coder system.

This unit is suitable for operators, labourers, counter hands in all sectors of the meat industry where bar and coding systems are used to identify product and facilitate trace-back.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This Unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Start-up and shut-down coding system	1.1 Start-up and shut-down coding system to workplace, workplace health and safety regulatory and hygiene requirements
2. Change dates and fonts on bar and date coders	2.1 Change dates and fonts on bar and date coders according to workplace requirements
3. Perform routine maintenance on the coding system	3.1 Perform routine maintenance on the coding system according to manufacturer's specifications and workplace, health and safety, and hygiene requirements
4. Enter or change product details	4.1 Enter or change product details according to workplace requirements
5. Fix printing problems	5.1 Fix printing problems according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS207C Operate bar and coder systems.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS203 Operate bar and coder systems

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a bar and coder system.

The candidate must:

- use bar and coder system on a variety of products
- change dates on the coders
- use the correct procedures for manually entering new product details into the product coding system
- demonstrate the correct maintenance procedures for bar and coder system components
- identify the common causes of printing problems
- demonstrate the correct procedures for fixing common printing problems
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- functions performed by solvent and water in the printing process
- safety procedures for handling solvents
- start-up procedures for the coding system
- common causes of printing problems
- correct procedures for fixing common printing problems
- use-by date or packed-on date for a range of products and the importance of these dates
- components of the coding system and their maintenance requirements
- correct procedures for re-booting the computer system

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS205 Select, identify and prepare casings

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to select, identify and prepare casings.

This unit is suitable for operators working in smallgoods manufacturing establishments or value-adding, wholesaling and food services establishments.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Select casings	1.1 Identify casings according to casing specifications 1.2 Select casings to suit product requirements 1.3 Check casings for faults according to workplace requirements
2. Prepare casings	2.1 Calibrate casings according to product specifications and workplace requirements 2.2 Prepare casings as required according to workplace requirements 2.3 Flush casings thoroughly with clean water in accordance with workplace requirements 2.4 Spool or pull casings are into filling tube or nozzle in preparation for further processing 2.5 Prepare correct quantity of casings in accordance with production specifications 2.6 Prepare casings according to workplace health and safety, and hygiene and sanitation requirements 2.7 Store casings according to manufacturer specifications and hygiene requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS210B Select, identify and prepare casings.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS205 Select, identify and prepare casings

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must select, identify and prepare casings.

The candidate must:

- identify casing size requirements according to product specifications
- identify casing size requirements for specific products in regard to length, weight and diameter
- prepare casings to product specifications and workplace procedures
- identify, remove and report defective product according to workplace procedures
- apply relevant communication and mathematics skills
- follow the requirements of the work instruction
- work to production speed

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- storage requirements of soaked casings carried over from production
- storage requirements of both natural and synthetic casings
- filling yield of various sizes and types of casings
- purpose of each phase of casing preparation
- possible faults in skins and their effect on the product
- relevant regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS206 Manually shape and form product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to manually shape and form products into a particular shape.

This unit is suitable for operators preparing boneless ham, bacon, salami, corned beef or any other product that is formed manually into a particular shape. Operators in smallgoods manufacturing and value-adding food services operations would use this unit.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Select meat product	1.1 Select meat product to be placed in casing to product specifications, hygiene and sanitation, workplace and Quality Assurance (QA) requirements
2. Fill casings	2.1 Select appropriate casings and filling nozzle (where appropriate) according to workplace requirements and product specifications 2.2 Fill casings to consistency required by product specifications, hygiene and sanitation, workplace and QA requirements 2.3 Identify, remove and report defective product to workplace requirements
3. Operate metal detector	3.1 Operate metal detector (where appropriate) to workplace requirements and manufacturer's specifications
4. Form product	4.1 Shape and form product according to product specifications, workplace, hygiene and sanitation, QA and customer requirements 4.2 Shape and form a variety of products to production requirements
5. Link or twist, clip and net product	5.1 Link or twist product to meet product specifications 5.2 Perform clipping according to specifications 5.3 Form product according to specifications 5.4 Shape and net products (if required) according to product specifications 5.5 Remove defective products from production and report according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS211B Manually shape and form product.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS206 Manually shape and form product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must manually shape and form products into a specified shape.

The candidate must:

- follow the requirements of the work instruction
- work to production speed
- correctly fill a range of product lines in terms of:
  - casing
  - clips
  - length
  - tension
  - weight
- shape and form a range of products to product specifications, workplace, hygiene and sanitation, QA and customer requirements
- demonstrate operation, adjustments and actions of filling machine to address faults
- operate a metal detector if a detector is included in the operation
- identify, remove and rectify faulty product
- identify defects in natural casings
- clean equipment according to workplace requirements
- apply relevant communication and mathematical skills
- explain filling to required product specifications for a variety of products
- apply relevant workplace health and safety, and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene requirements for forming products
- filling to required product specifications for a variety of products
- how and why products must be formed and shaped

© Commonwealth of Australia, 2025 Skills Insight

- possible faults in skins and their effect on the product
- procedures for dealing with waste product and broken casings
- relevant workplace health and safety, and regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise. Assessment must occur in the workplace under normal operating conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS207 Slice product using simple machinery

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to set up, load, clean and operate manually set and adjusted slicing equipment in a smallgoods manufacturing establishment.

A skilled operator in a smallgoods establishment would slice meat to customer specifications. This unit is not applicable for operators of large-scale production slicing machinery.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Prepare slicing equipment	1.1 Set up equipment and accessories in accordance with product specifications and workplace health and safety requirements 1.2 Clean equipment and machinery in accordance with hygiene and workplace requirements 1.3 Conduct pre-start safety checks in accordance with workplace and regulatory requirements and corrective action for identified faults
2. Prepare product for slicing	2.1 Prepare product for slicing to workplace requirements 2.2 Handle out-of-specification product to workplace requirements
3. Operate slicing equipment	3.1 Adjust equipment to suit product specifications in accordance with workplace and health and safety requirements 3.2 Operate equipment to slice a range of products to specifications at a speed similar to production requirements and in accordance with manufacturer's specifications 3.3 Change equipment from the slicing of one product to the slicing of another to workplace requirements 3.4 Identify, record and report equipment malfunctions or faults in accordance with workplace requirements
4. Weigh and bag products within weight specifications	4.1 Weigh and bag products with weight specifications to specifications, workplace, hygiene and sanitation, Quality Assurance (QA) and customer requirements 4.2 Adjust weight control mechanisms to specifications and workplace requirements
5. Clean and maintain slicing equipment	5.1 Clean and maintain slicing equipment according to workplace and manufacturer's specifications 5.2 Implement cleaning procedures to workplace requirements when changing product to be sliced

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS213B Slice product using simple machinery.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS207 Slice product using simple machinery

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must set up, load, clean and operate manually set and adjusted slicing equipment in a smallgoods manufacturing establishment.

The candidate must:

- follow the requirements of the work instruction
- work at production speed
- identify slicing equipment and accessories
- identify product and slicing faults in a range of products
- adjust weight control mechanisms if a part of work instructions
- demonstrate procedure for preparing slicing equipment for new product
- slice products to workplace requirements and customer specifications for a variety of products
- clean and maintain slicing equipment if required in work instructions
- observe safety requirements for cleaning slicing equipment if required in work instructions
- sharpen a slicing blade if a part of work instructions
- weigh and bag products with weight specifications
- apply communication skills relevant to work instructions and Standard Operating Procedures (SOPs)
- explain and demonstrate checks on products if a part of work instructions

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace procedures when metal is detected in a product
- how and why product is prepared for slicing
- how products are weighed and bagged when they have a weight specification
- how weight control mechanisms are adjusted

© Commonwealth of Australia, 2025 Skills Insight

- illegal weights
- maximum and minimum allowable weights
- operating procedures for various types of slicing equipment
- importance of cutting blade maintenance in the slicing process
- procedure for sharpening a slicing blade if a part of work instructions
- procedures for handling faulty product
- procedures for reporting faults in slicing equipment
- safety considerations when setting up slicing equipment
- use-by and packed-on dates and their importance
- relevant regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS208 Rotate stored meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to rotate stored meat in a meat establishment.

This unit is used by smallgoods operators with responsibility for rotating and monitoring the shelf life of stored meat.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Store meat	1.1 Store meat at the required refrigerated temperature in accordance with hygiene and sanitation, regulatory and workplace requirements 1.2 Document meat storage time and shelf life for each meat product according to regulatory requirements 1.3 Check meat to ensure it is labelled in accordance with workplace and regulatory requirements
2. Rotate stored meat	2.1 Select meat for rotation according to label documentation and workplace requirements 2.2 Handle meat hygienically during rotation in accordance with regulatory and hygiene requirements 2.3 Rotate meat according to regulatory, hygiene and workplace requirements 2.4 Consider shelf life of meat in relation to the storage and rotation of meat and meat product 2.5 Handle meat according to workplace health and safety requirements
3. Maintain clean holding room	3.1 Clean holding room according to regulatory, workplace health and safety, hygiene and workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS214B Rotate stored meat.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS208 Rotate stored meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must rotate stored meat in a meat establishment.

The candidate must:

- follow the work instruction
- work at production speed
- read and interpret product labels
- store meat in accordance with temperature requirements
- demonstrate rotation of stored meat in line with:
  - hygiene and sanitation requirements
  - regulatory requirements
  - WHS requirements
  - workplace requirements
- select, organise, report and record routine information and mathematical data related to:
  - labelling
  - rotation and shelf life of meat product
  - storage of meat product
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- effects on the product of the use of meat which is beyond its useful life
- storage temperatures and shelf life for meat
- stock rotation requirements for meat to regulatory and hygiene requirements

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS209 Rotate meat product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to rotate meat products in a meat establishment.

This unit is used by smallgoods operators with responsibility for rotating and monitoring the shelf life of stored meat product.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Store meat product	1.1 Store meat product at the required refrigerated temperature in accordance with hygiene and sanitation, regulatory and workplace requirements 1.2 Document meat product storage times and shelf life for each meat product according to regulatory requirements 1.3 Check meat product to ensure it is labelled in accordance with workplace and regulatory requirements
2. Rotate stored meat product	2.1 Select meat product for rotation according to label documentation and workplace requirements 2.2 Handle meat product hygienically during rotation in accordance with regulatory and hygiene requirements 2.3 Rotate meat product according to regulatory, hygiene and workplace requirements 2.4 Consider shelf life of meat product in relation to the storage and rotation of meat and meat product 2.5 Handle meat product according to workplace health and safety requirements
3. Maintain clean holding room	3.1 Clean holding room according to regulatory, workplace health and safety, hygiene and workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS215B Rotate meat product.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS209 Rotate meat product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must rotate meat products in a meat establishment.

The candidate must:

- follow the work instruction
- work at production speed
- read and interpret product labels
- store meat product in accordance with temperature requirements
- demonstrate rotation of stored meat product in line with:
  - hygiene and sanitation requirements
  - workplace health and safety requirements
  - regulatory requirements
  - workplace requirements
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- select, organise, report and record routine information and mathematical data related to:
  - labelling
  - rotation and shelf life of meat product
  - storage of meat product

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- stock rotation requirements for meat products to regulatory and hygiene requirements
- effects on the product of the use of meat product which is beyond its useful life
- storage temperatures and shelf life for meat products

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal operating conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS210 Inspect carton meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform routine carton meat inspection prior to further processing.

This unit is applicable to workers in smallgoods, food service or retail outlets who routinely inspect carton meat for specification or contamination defects.

This unit does not apply to workers performing Meat Hygiene Assessment (MHA) procedures for carton meat.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Open and inspect carton meat	1.1 Select sample cartons for inspection according to a sampling plan where every carton is not being inspected 1.2 Conduct inspection according to workplace requirements for facilities and for using Personal Protective Equipment (PPE) 1.3 Inspect carton meat for contamination and specification defects according to workplace requirements 1.4 Take corrective action according to workplace requirements 1.5 Handle cartons safely according to workplace and health and safety requirements 1.6 Record and report defects according to workplace requirements 1.7 Segregate and dispose of defects in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS216B Inspect carton meat.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS210 Inspect carton meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must perform routine carton meat inspection prior to further processing.

The candidate must:

- meet the requirements of the work instruction
- use sample program, where applicable
- perform inspection according to workplace requirements for hygiene and safety
- report defects, where appropriate
- apply defect reporting procedures
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- take appropriate corrective action when defects are found
- apply relevant workplace health and safety policies and procedures
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- appropriate inspection procedures
- defect reporting procedures
- Standard Operating Procedures (SOPs) for personal hygiene
- likely defects to be encountered
- work instructions for carton inspection

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- workplace demonstration
- workplace referee's observation of performance over time
- quiz, question and answer

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS211 Prepare dry ingredients

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to prepare dry ingredients in a smallgoods manufacturing establishment.

Operators require these skills and knowledge to prepare dry ingredients in preparation for further processing of meat and meat products.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Select ingredients	1.1 Select ingredients a by type and quality according to product specifications 1.2 Select dry ingredients according to the formulation specification 1.3 Handle ingredients hygienically at all times to prevent contamination
2. Weigh and batch ingredients	2.1 Correctly calibrate scales for precise measurement 2.2 Place ingredients in specific containers for weighing 2.3 Weigh ingredients according to daily production requirements 2.4 Sort and weight ingredients into batch quantities according to recipes and product requirements 2.5 Mix spices according to recipe
3. Record usage	3.1 Store ingredients in a safe and hygienic manner 3.2 Accurately record usage of ingredients to workplace requirements 3.3 Reconcile usage of ingredients to production specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS217A Prepare dry ingredients.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS211 Prepare dry ingredients

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must prepare dry ingredients in a smallgoods manufacturing establishment.

The candidate must:

- follow the requirements of the work instruction
- work at production speed
- calibrate scales (where required)
- follow a recipe correctly
- select ingredients according to product specifications
- weigh ingredients to product specifications and daily production requirements
- record usage of ingredients to workplace requirements
- explain and demonstrate batching in accordance with food standards code
- apply mathematical skills appropriate to the task
- apply relevant workplace health and safety, workplace and regulatory requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- possible effects on product and on consumer health of using incorrect ingredients
- health and hygiene factors relating to the preparation of dry ingredients
- ingredient batches
- workplace health and safety requirements related to the preparation of dry ingredients
- relevant workplace and regulatory requirements
- various additives, spices, binders and ingredients and explain their functions in the product
- procedure for checking scale accuracy

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS212 Measure and calculate routine workplace data

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to calculate and record workplace measurements commonly used in the meat industry and includes the use of measuring instruments.

Skills to measure and calculate statistical data are used widely throughout the retail, smallgoods and processing sectors of the meat industry, for example:

- measuring and calculating production statistics
- recording production statistics
- calculating consumption and replacement requirements of gloves, caps and other safety equipment
- estimating or measuring quantities of ingredients

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations**.**

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Use routine measuring instruments	1.1 Select and use measuring instruments a to measure common workplace units 1.2 Identify and report faults with measuring instruments according to standard procedures
2. Calculate routine workplace measures	2.1 Use basic mathematical processes to calculate routine workplace measures of product characteristics 2.2 Verify calculations by using estimating techniques
3. Calculate performance measures	3.1 Calculate percentages, ratios and proportions to derive information about workplace requirements and performance 3.2 Identify and measure deviations in performance to determine the extent of variations
4. Record routine workplace data	4.1 Record results on standard graphs or charts 4.2 Identify and rectify errors in recording information on charts 4.3 Interpret graphs or charts to identify trends and variations

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS218B Measure and calculate routine workplace data.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS212 Measure and calculate routine workplace data

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must calculate and record workplace measurements commonly used in the meat industry.

The candidate must:

- select, operate and explain the purpose of measuring instruments
- identify routine faults in measuring instruments
- use and apply the principles and units of measurement
- achieve consistent levels of accuracy
- interpret mathematical symbols and diagrams
- explain the purpose of graphs or charts
- source and apply new ideas and techniques to address unfamiliar situations or resolve problems
- explain the relationship between different measurement scales
- apply relevant workplace health and safety, workplace and regulatory requirements whenever undertaking numeracy tasks in a meat industry environment
- present mathematical data for use in the workplace
- use estimation processes
- use numeracy skills and mathematical concepts to solve workplace problems
- verify calculations

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- purpose of graphs or charts
- relationship between different measurement scales
- relevant workplace health and safety, workplace and regulatory requirements
- principles and units of measurement

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Three different forms of assessment must be used. This must include:

- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS213 Manually link and tie product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to manually link and tie meat products.

Operators in smallgoods plants require this unit where they are required to manually link and tie products such as sausages, frankfurts, salamis and Strasbourg.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Link and tie product	1.1 Link and tie product at a rate similar to workplace production requirements 1.2 Link product in accordance with product specifications and workplace requirements 1.3 Link and tie product according to regulatory, workplace health and safety, and hygiene requirements 1.4 Hang product according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS219A Manually link and tie product.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS213 Manually link and tie product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must manually link and tie meat products.

The candidate must:

- follow the requirements of the work instruction
- work at production speed
- link and tie product to workplace, health and safety, and hygiene requirements
- handle knives safely and effectively (as required)
- identify, remove and report defective products to workplace requirements
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- rationale for linking, tying and hanging products
- workplace requirements for dealing with waste products and broken casings
- applicable regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- workplace demonstration

© Commonwealth of Australia, 2025 Skills Insight

- workplace referee's observation of performance over time
- quiz, question and answer

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS300 Operate mixer or blender unit

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to deal with specialist processing technologies to comminute meat and ingredients for further processing in a meat establishment.

A skilled operator in a smallgoods establishment may have responsibility for comminution of products such as devon, bloodwurst, salamis and berlinas.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Set up specialist cutting equipment	1.1 Check blades for sharpness and correct sequence in accordance with workplace, and workplace health and safety requirements 1.2 Take corrective action as necessary 1.3 Wash down and sanitise equipment according to hygiene and workplace requirements 1.4 Load ingredients according to product specifications and workplace health and safety requirements
2. Operate specialist cutting equipment	2.1 Check ingredients to ensure conformity to product and customer specifications 2.2 Program equipment to product specification and workplace health and safety requirements 2.3 Load ingredients in a specified regime for the style of the product 2.4 Process product according to product and manufacturer's specifications, and workplace health and safety requirements 2.5 Operate silent or bowl cutter to produce a variety of specified products to meat production requirements 2.6 Judge timing of the process for correct texture according to product specifications 2.7 Control temperature to product specifications, and hygiene and sanitation requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS300B Operate mixer, blender unit.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS300 Operate mixer or blender unit

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must use specialist processing technologies to comminute meat and ingredients for further processing in a meat establishment.

The candidate must:

- follow the requirements of the work instruction
- work at production speed
- identify various additives, spices and binders
- calculate quantities and weights in order to meet product specifications
- operate bowl cutter to produce a variety of products to:
  - workplace requirements
  - workplace health and safety requirements
  - hygiene and sanitation requirements
  - product specifications
  - production requirements
- demonstrate the difference in cutting techniques between raw meat emulsions and pre-cooked meat emulsions
- identify any unhygienic meat ingredients
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- health and hygiene factors related to operating a bowl cutter
- corrective action to be taken in situations such as:
  - incorrect loading of ingredients
  - machinery malfunction
  - temperature malfunction

© Commonwealth of Australia, 2025 Skills Insight

    - unhygienic meat ingredients
- common tests for blade sharpness such as:
    - no feathered edges
    - cutting paper without tearing
    - checking for ragged edges
- appropriate quantities of water or ice to ensure temperature is maintained according to product specifications
- consequences of loading ingredients in the incorrect order including:
    - fat separation caused by over-heating
    - red colour after cooking
    - temperature control
- health and hygiene factors related to operating a bowl cutter
- importance of protein extraction
- effects on product and on health and safety of incorrectly placing product in equipment
- effect of meat temperature when cutting meat for salami
- effect on product of the temperature of the cutting equipment
- importance of blade sharpness for the cutting process and the consequences of blunt blades
- purpose of the following additives:
    - anti-oxidant
    - curing ingredients
    - phosphate
    - salt
    - water
- difference in cutting techniques between raw meat emulsions and pre-cooked meat emulsions
- relevant regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS301 Cook, steam and cool product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to prepare products with the application of heat treatment in a meat establishment.

A skilled operator would require this unit to prepare cooked and steamed products including trimmed meats, ready to cut meats, frankfurters and hams.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Place product in cooking or steaming facility	1.1 Identify individual product and place correctly in cooking or steaming facility for even cooking or steaming 1.2 Space product in cooking facility according to product and manufacturer's specifications
2. Cook or steam product	2.1 Determine correct cooking or steaming procedure 2.2 Set and maintain cooking or steaming cycle according to specifications and workplace requirements 2.3 Regularly monitor cooking or steaming process and adjust as necessary to fulfil product specifications 2.4 Check internal temperature of product on completion of cooking or steaming cycle to ensure correct process has been achieved 2.5 Cook or steam a variety of products to workplace requirements and customer specifications at a speed similar to production requirements 2.6 Correctly record process and results of cooking or steaming 2.7 Dye product to achieve a uniform colour when required by product specifications
3. Chill or cool product	3.1 Weigh product immediately on completion of cooking or steaming cycle 3.2 Chill product immediately or cool at ambient temperature before chilling according to product specifications 3.3 Identify and store product according to product specifications and workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS301B Cook, steam and cool product.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS301 Cook, steam and cool product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must consistently cook, steam and cool product to workplace requirements in the workplace.

Candidates must:

- follow the requirements of the work instruction
- work at production speed
- cook or steam of a variety of products to product specifications, to workplace, customer, Quality Assurance (QA) and hygiene and sanitation requirements
- identify the cause and effects of, and explain the appropriate action for:
  - cycle out of sequence
  - drops during cooking
  - excess cooking or steaming
  - excess humidity
  - insufficient cooking or steaming
  - low humidity
- operate cooking or steaming facility in a safe and hygienic manner
- demonstrate storage procedures
- apply relevant communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant workplace health and safety, and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- correct cooking or steaming procedure for specific products
- procedure followed to measure product internal temperatures correctly
- chilling or cooling requirements for different products
- dye addition procedures for a given range of products

© Commonwealth of Australia, 2025 Skills Insight

- effect of incorrect chilling on yield
- effects of incorrect spacing or placement of product for cooking or steaming
- recording requirements for the cooking or steaming process
- relevant workplace health and safety, and regulatory requirements
- cause and effects of
  - cycle out of sequence
  - drops during cooking
  - excess cooking or steaming
  - excess humidity
  - insufficient cooking or steaming
  - low humidity

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS302 Prepare dried meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to select and dry meat cuts for the production of dried meat products.

This unit is applicable to workers producing products such as jerky, biltong and dried pet treats (e.g. pigs' ears).

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Select and prepare meat for drying	1.1 Select meats cuts for drying according to workplace specifications 1.2 Inspect meat for defects 1.3 Identify defects and take corrective action according to workplace requirements 1.4 Prepare and store meat prior to processing according to workplace requirements
2. Dry meat products	2.1 Perform pre-operational checks on drier according to workplace requirements 2.2 Load drier according to workplace requirements, including hygiene and sanitation, and workplace health and safety requirements 2.3 Operate drier according to workplace requirements, including observing time and temperature specifications 2.4 Maintain records according to workplace requirements 2.5 Empty drier according to workplace requirements
3. Inspect and store dried meat	3.1 Inspect dried product according to workplace requirements 3.2 Store dried product prior to packing according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS302B Prepare dried meat.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS302 Prepare dried meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must prepare at least two different types of dried meat to workplace requirements.

Candidates must:

- follow the requirements of the work instruction
- work at production speed
- select and prepare meat for drying
- identify defects and take appropriate corrective action
- identify contamination
- dry a minimum of three different types of meat products according to workplace requirements
- inspect and store dried meat products according to workplace requirements
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- sources and causes of contamination
- ways of preventing contamination
- workplace health and safety hazards associated with operating a drier
- workplace specifications for meat to be dried
- drying processes for at least three different kinds of dried meat products
- relevant regulatory requirements
- time and temperature requirements for the variety of products produced

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS303 Fill casings

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to prepare and fill casings.

This unit is suitable for operators working in smallgoods manufacturing establishments or value-adding, wholesaling and food services establishments.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare casings	1.1 Calibrate casings according to product specifications and workplace requirements 1.2 Confirm specifications of casings for each product 1.3 Check casings for faults according to workplace requirements 1.4 Prepare casings as required according to workplace requirements 1.5 Flush casings thoroughly with clean water in accordance with workplace requirements 1.6 Spool or pull casings into filling tube or nozzle in preparation for further processing 1.7 Prepare correct quantity of casings in accordance with production specifications 1.8 Prepare casings are prepared according to workplace health and safety, and hygiene and sanitation requirements 1.9 Store casings according to manufacturer's specifications and hygiene requirements
2. Prepare filling machinery	2.1 Complete requirements in preparation for start-up of filling machine to workplace requirements 2.2 Set machine requirements correctly 2.3 Follow start-up procedures to workplace requirements 2.4 Attach and change filling materials to workplace requirements and product specifications 2.5 Follow workplace health and safety, hygiene and sanitation requirements
3. Fill casings	3.1 Select appropriate casings and filling nozzle according to requirements and product specifications 3.2 Load filler and fill casings to consistency required by product specifications 3.3 Identify, remove and report defective product according to workplace requirements
4. Clean equipment	4.1 Clean equipment according to manufacturer's specifications and workplace requirements

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS303B Fill casings.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS303 Fill casings

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must consistently fill casings to workplace requirements.

Candidates must:

- follow the requirements of the work instruction
- work at production speed
- identify casing size requirement according to product specifications
- identify casing size requirements for specific products in regard to length, weight and diameter
- prepare casings to product specifications and workplace procedures
- identify possible faults in natural and synthetic casings
- correctly fill a range of product lines in terms of:
  - casing
  - clips
  - length
  - tension
  - weight
- perform filling to required product specifications
- identify over-filled and under-filled products
- identify, remove and report defective product according to workplace procedures
- match clip size to casing
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- describe storage requirements of soaked casings carried over from production
- explain storage requirements of both natural and synthetic casings

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- procedures followed to set up filling machine to correct specifications

© Commonwealth of Australia, 2025 Skills Insight

- appropriate corrective action for:
  - casing breakages and bent nozzles
  - jammed clips or loops
  - poorly-printed casings
- storage requirements of soaked casings carried over from production
- filling yield of various sizes and types of casings
- purpose of each phase of casing preparation
- possible faults in skins and explain their effect on the product
- relevant regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS304 Thaw product - water

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to thaw frozen product in preparation for further processing.

This unit is applicable to workers in smallgoods plants where further processing of frozen product is required.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Thaw product in water	1.1 Select meat to be thawed according to workplace requirements 1.2 Check and prepare tanks according to work instructions 1.3 Thaw product according to work instructions 1.4 Monitor tank flows to meet regulatory requirements 1.5 Complete product temperature monitoring and recording according to workplace requirements 1.6 Complete thawing in accordance with workplace health and safety requirements 1.7 Identify and minimise potential sources of contamination and cross-contamination
2. Store and despatch thawed product and forward for processing	2.1 Rotate thawed product according to workplace requirements 2.2 Store thawed product according to workplace requirements 2.3 Keep records according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS304B Thaw product – water.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS304 Thaw product - water

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must consistently carry out the thawing process according to workplace and regulatory requirements.

Candidates must:

- follow the requirements of the work instruction
- work to production speed
- check and prepare tanks for thawing
- identify contaminated product prior to thawing and take corrective action according to workplace requirements
- thaw product according to workplace and regulatory requirements
- maintain control of the flow of product through thawing and dispatch to further processing
- follow workplace health and safety and hygiene requirements
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- sources of contamination and cross-contamination
- ways of minimising contamination
- regulations dealing with thawing of product
- workplace requirements for thawing product including:
  - workplace health and safety requirements.
  - Standard Operating Procedures (SOPs)
- principles of stock rotation

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS305 Thaw product - air

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to thaw product using air for further processing or re-working.

This unit is applicable to workers in smallgoods plants who have to thaw frozen product using air prior to further processing. It may also be applicable in boning rooms where carton product fails Quality Assurance (QA) requirements and has to be re-worked.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Thaw product in air	1.1 Select product to be thawed and move to thawing chillers according to workplace requirements 1.2 Check chillers according to workplace requirements 1.3 Thaw product according to work instructions and regulatory requirements 1.4 Complete product monitoring and recording according to workplace requirements 1.5 Undertake thawing in accordance with workplace health and safety requirements 1.6 Identify and minimise potential sources of contamination and cross-contamination
2. Store and despatch thawed product	2.1 Store and rotate thawed product according to workplace and regulatory requirements 2.2 Maintain product segregation as required 2.3 Keep records according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS305B Thaw product – air.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS305 Thaw product - air

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must consistently thaw product according to workplace and regulatory requirements.

Candidates must:

- follow the requirements of the work instruction
- work at production speed
- check and prepare chillers for thawing
- thaw product according to workplace and regulatory requirements
- maintain control of the flow of product through thawing and despatch to further processing
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- keep records to workplace requirements
- follow workplace hygiene and workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- sources of contamination and cross-contamination
- ways of minimising contamination
- regulations dealing with the thawing of product
- workplace requirements for thawing product including:
  - workplace health and safety
  - Standard Operating Procedures (SOPs)
- principles of stock rotation
- work instructions

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS307 Sort meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to select and sort meat products to specification in a meat establishment.

A skilled operator in a smallgoods establishment would sort meat prior to batching and further processing.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Sort products	1.1 Correctly select products by specification according to customer and workplace requirements 1.2 Identify and deal with contaminated products according to workplace and hygiene requirements 1.3 Sort products by specification according to workplace requirements
2. Classify products	1.1 Accurately measure products to specification according to workplace requirements 1.2 Describe products to specification according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS307A Sort meat.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS307 Sort meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must select and sort meat products to specification in a meat establishment.

Candidates must:

- follow the requirements of the work instruction
- work at production speed
- identify a range of meat cuts related to sorting meat
- consistently sort and classify meat products to:
  - customer requirements
  - hygiene and sanitation requirements
  - quality requirements
  - workplace health and safety requirements
  - workplace requirements
- explain and demonstrate methods of accurately measuring and describing products to specification
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- hygiene requirements for sorting meat
- likely contaminants
- regulatory requirements
- workplace requirements for sorting meat

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS308 Batch meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to batch meat products to specification in a meat establishment.

A skilled smallgoods operator would batch meat already sorted to specification, in readiness for further processing.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Select sorted meat	1.1 Select sorted meat by type according to product and customer specifications 1.2 Select sorted meat according to workplace health and safety and hygiene and sanitation requirements 1.3 Select correct meat, by-product and stock according to the formulation specification and workplace requirements
2. Prepare batched meat	2.1 Calibrate scales in accordance with product specifications and workplace requirements 2.2 Place meat in appropriate containers and weigh according to production specifications 2.3 Batch meat according to workplace hygiene requirements
3. Record usage of meat	3.1 Store meat in accordance with workplace, health and safety, and hygiene and sanitation requirements 3.2 Record usage of meat in accordance with workplace and regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS308A Batch meat.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS308 Batch meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must batch meat products to specification in a meat establishment.

Candidates must:

- follow the requirements of the work instruction
- work at production speed
- prepare equipment and work area prior to batching meat
- calibrate scales correctly
- follow a recipe correctly
- batch product to specifications at a speed similar to the speed of production
- demonstrate accurate record keeping practices for meat usage
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant workplace health and safety, workplace and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- batching requirements for the workplace
- consequences of using incorrect meat for both the product and the consumer
- hygiene and sanitation factors associated with the selection of meat
- relevant workplace health and safety, workplace and regulatory requirements
- critical information within the Australia New Zealand Food Standards Code relevant to immediate work environment

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS309 Operate product forming machinery

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to operate and control a production line using product-forming machinery.

This unit is applicable to smallgoods manufacturing operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Set up product forming equipment	1.1 Set up all processing equipment according to production requirements 1.2 Use appropriate Personal and Protective Equipment (PPE) as provided 1.3 Conduct routine pre-start checks prior to commencement of operation 1.4 Ensure required product materials are in place
2. Operate product forming machinery	2.1 Use product forming machinery is used according to workplace requirements 2.2 Take appropriate remedial action to correct any faults in process or product 2.3 Monitor process to confirm that specifications are met, and variations in operating conditions are addressed 2.4 Meet daily production schedule 2.5 Maintain workplace records according to workplace recording requirements
3. Ensure smooth operation of process	3.1 Identify potential dangers from hazards and ensure actions taken reflect the required precautions 3.2 Communicate clearly and accurately with team members 3.3 Promptly, clearly and accurately report faults and variances outside the job holder's area of responsibility to an appropriate authority 3.4 Encourage and support team members to work as an effective team 3.5 Follow safe working procedures at all times
4. Shut-down the process	4.1 Identify appropriate shut-down procedure 4.2 Shut-down process according to workplace procedures 4.3 Promptly, clearly and accurately report faults and variances outside area of responsibility to an appropriate authority

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS309B Operate product forming machinery.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS309 Operate product forming machinery

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must operate and control a production line using product-forming machinery.

Candidates must:

- follow the requirements of the work instruction
- work at production speed
- set up processing equipment to workplace requirements
- operate machinery to ensure that product consistently meets required specifications
- take appropriate corrective action as required
- follow production documentation requirements and procedures
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- observe relevant Quality Assurance (QA) and inspection procedures and systems
- apply relevant workplace health and safety, regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- relevant QA and inspection procedures and systems
- materials and equipment specifications
- Standard Operating Procedures (SOPs)
- food safety and Hazard Analysis Critical Control Points HAACP requirements
- precautions necessary to ensure safety
- how output is maximised while still meeting quality and safety requirements
- limits of authority
- tolerance allowable in the quality system and when action should be taken
- production documentation requirements and procedure
- relevant workplace health and safety, regulatory and workplace requirements
- potential dangers in specific plant and equipment

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS310 Operate link and tie machinery

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to operate and control the use of link and tie machinery in a smallgoods manufacturing operation.

This unit is applicable to smallgoods manufacturing operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Set up link and tie machinery	1.1 Set up equipment according to production requirements 1.2 Use appropriate personal protective equipment (PPE) as provided 1.3 Conduct routine pre-start checks prior to commencement of operation 1.4 Ensure required materials are in place
2. Operate link and tie machinery	2.1 Use link and tie machinery according to workplace requirements and product specifications 2.2 Take appropriate remedial action to correct any faults in process or product 2.3 Monitor process to confirm that specifications are met, and variations in operating conditions are addressed 2.4 Meet daily production schedule 2.5 Maintain workplace records according to workplace recording requirements
3. Ensure smooth operation of process	3.1 Identify potential dangers from hazards and take appropriate precautions 3.2 Use clear and accurate oral communication with team members 3.3 Report faults and variances outside area of responsibility promptly, clearly and accurately to an appropriate authority 3.4 Encourage and support team members to work as an effective team 3.5 Follow safe working procedures at all times
4. Shut-down the process	4.1 Identify appropriate shut-down procedure 4.2 Shut-down process according to workplace procedures

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS310B Operate link and tie machinery.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS310 Operate link and tie machinery

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must operate and control the use of link and tie machinery in a smallgoods manufacturing operation.

Candidates must:

- follow the requirements of the work instruction
- work at production speed
- apply fault-finding, rectification and reporting procedures
- consistently operate link and tie machinery to workplace requirements
- demonstrate correct use of PPE
- identify potential dangers in specific plant and equipment
- observe relevant Quality Assurance (QA) and inspection procedures and systems
- apply production documentation requirements and procedures
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant workplace health and safety, regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- Standard Operating Procedures (SOPs)
- safe working procedures and systems
- materials and equipment specifications
- production documentation requirements and procedures
- relevant QA and inspection procedures and systems
- food safety and HACCP requirements
- precautions necessary to ensure safety
- how input is maximised while still meeting quality and safety requirements
- limits of authority

© Commonwealth of Australia, 2025 Skills Insight

- rationale for linking, tying and hanging products
- tolerances allowable in the quality system and when action should be taken
- workplace requirements for dealing with waste product and broken casings
- relevant workplace health and safety, regulatory and workplace requirements

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

As a minimum, the following three forms of assessment must be used:

- workplace demonstration
- workplace referee's observation of performance over time
- quiz, question and answer.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS311 Operate complex slicing and packaging machinery

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to operate and control slicing and packaging machinery in smallgoods manufacturing operations.

This unit is applicable to smallgoods manufacturing operations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Set up equipment for operation	1.1 Confirm and load packaging components and consumables, materials and items to be packaged or sliced to meet operating requirements 1.2 Identify and confirm cleaning and maintenance requirements, and status 1.3 Fit and adjust machine components and related attachments to meet operating requirements 1.4 Carry out pre-start checks as required by workplace requirements 1.5 Use appropriate Personal Protective Equipment (PPE) as provided
2. Operate slicing and packaging machinery	2.1 Start and operate process according to workplace procedures and product specifications 2.2 Monitor equipment to identify variation in operating conditions 2.3 Identify variation in equipment operation and report maintenance requirements according to workplace reporting requirements 2.4 Take appropriate remedial action to correct any faults in process or product 2.5 Meet workplace housekeeping standards 2.6 Meet daily production schedule 2.7 Maintain workplace records according to workplace recording requirements
3. Ensure smooth operation of process	3.1 Identify potential dangers from hazards and take appropriate precautions 3.2 Check and adjust equipment performance as required 3.3 Use clear and accurate oral communication with team members 3.4 Encourage and support team members to work as an effective team 3.5 Follow safe working procedures at all times
4. Shut down the process	4.1 Identify appropriate shut-down procedure 4.2 Shut-down process according to workplace procedures 4.3 Promptly, clearly and accurately report faults and variances outside area of responsibility to an appropriate authority

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS311B Operate complex slicing and packaging machinery.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS311 Operate complex slicing and packaging machinery

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must operate and control slicing and packaging machinery in smallgoods manufacturing operations.

Candidates must:

- follow the requirements of the work instruction
- work to production speed
- demonstrate correct use of protective clothing and equipment
- set up equipment to workplace requirements
- apply production documentation requirements and procedures
- efficiently and consistently operate machinery to workplace requirements
- identify potential dangers in specific plant and equipment
- apply fault-finding, rectification and reporting procedures
- complete shut-down processes as required
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- observe relevant Quality Assurance (QA) and inspection procedures and systems
- apply relevant workplace health and safety and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- Standard Operating Procedures (SOPs)
- safe working procedures and symptoms
- materials and equipment specifications
- production documentation requirements and procedures
- relevant QA and inspection procedures and systems
- food safety and Hazard Analysis Critical Control Point (HACCP) requirements
- precautions necessary to ensure safety

© Commonwealth of Australia, 2025 Skills Insight

- limits of authority
- optimisation of processing
- tolerances allowable in the quality system and when action should be taken
- workplace requirements for dealing with waste product
- relevant workplace health and safety, and regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS312 Prepare meat-based pates and terrines for commercial sale

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to prepare meat-based pâtés and terrines for commercial sale.

This unit is applicable to smallgoods producers who are developing and manufacturing pâtés and terrines for commercial sale.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare ingredients	1.1 Prepare work area 1.2 Select ingredients for pâtés and terrines according to specifications 1.3 Pre-prepare meat and offal ingredients according to specifications 1.4 Pre-cook meat, offal and other ingredients according to specifications 1.5 Prepare and line moulds for pâtés and terrines according to specifications 1.6 Set-up equipment and conduct pre-operational checks on required specialised machinery
2. Prepare pâtés and terrines	2.1 Prepare and use a range of binding agents and processes required in the preparation of basic forcemeat 2.2 Prepare a range of pastries suitable for pâté en croute and handle correctly to ensure high quality and attractive presentation 2.3 Use specialised machinery for making pâtés and terrines correctly and safely according to manufacturer instructions 2.4 Cook pâtés and terrines to specification ensuring non-spore forming pathogens are destroyed 2.5 Assess product stability and spreadability
3. Pack and store pâtés and terrines	3.1 Select and pack pâtés and terrines using appropriate packaging 3.2 Chill pâtés and terrines at a sufficient rate to prevent spore-forming pathogens 3.3 Store pâtés and terrines according to regulatory requirements
4. Develop new recipes	4.1 Develop recipes for pâtés and terrines using a range of suitable products, with consideration given to food safety, taste and presentation 4.2 Cost and price new recipes 4.3 Assess and evaluate customer response to new recipes

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS312A Prepare meat-based pates and terrines for commercial sale.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS312 Prepare meat-based pates and terrines for commercial sale

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must prepare a minimum of three different types of meat-based pâtés and terrines for commercial sale.

The candidate must:

- follow recipes and work instructions
- assess the freshness and suitability of ingredients for pâtés and terrines
- pre-prepare meat and offal using safe knife skills
- cook meat emulsions
- poach or boil products, as required
- apply presentation skills for pâtés and terrines, including pastry decoration, glazing and layering of ingredients
- correctly package and store finished products
- consistently prepare at least three different products suitable for commercial sale
- develop commercially viable new recipes for at least two products
- use communication and numeracy skills required to read, write and interpret written documentation, such as recipes and regulatory requirements
- listen to, interpret and correctly carry out instructions

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- ingredients suitable for making pâtés and terrines and their characteristics
- culinary terms related to pâtés and terrines commonly used in the industry
- properties and outcomes of the various seasonings, additives, binding agents and processes used in the preparation of pâtés and terrines
- core temperature requirements associated with the various stages of pâté production
- heating and cooling processes required to ensure end product is safe for consumption and meets regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

- safe work practices, in particular in relation to using chopping and mincing equipment
- food safety requirements for the handling and separation of cooked and raw meats
- hygiene requirements particularly relating to possible bacterial spoilage in the preparation, storage and service of pâté and terrine products
- casings and containers suitable for commercial use and storage of pâtés and terrines
- three-stage cooling program or regime specified in the Australian standard
- principles of nutrition, in particular, the food values of pâtés and terrines and the effects of cooking on the nutritional value of food
- packing and storage requirements for pâtés and terrines
- organisation's food safety plan

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS313 Prepare product formulations

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to prepare product formulations in a meat establishment.

Skilled operators involved in the preparation of salamis and smallgoods products and mixing combinations of additives, spices and binders may require this unit.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare product formulations	1.1 Follow recipes and product specifications to formulate products in accordance with workplace and regulatory requirements 1.2 Formulate products in accordance with product specifications, hygiene and sanitation, regulatory and workplace requirements 1.3 Check ingredients to ensure they meet product specifications and regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS313A Prepare product formulations.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS313 Prepare product formulations

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must prepare product formulations in a meat establishment.

Candidates must:

- follow the requirements of the work instruction
- work at production speed
- follow recipes and product specifications to formulate products
- formulate products consistently and accurately
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- apply relevant workplace health and safety, and hygiene and sanitation requirements
- use equipment according to manufacturer's specifications and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- functions, dangers and legal implications of various ingredients
- usage and purpose of various additives, spices, binders and ingredients in the products
- potential sources of contamination and ways to minimise risk of contamination
- relevant workplace health and safety and regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS314 Ferment and mature product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to prepare semi-dried and fermented products such as salami, mettwurst or prosciutto in a smallgoods manufacturing establishment.

This unit is applicable to workers manufacturing fermented meat products in smallgoods processing plants or smaller specialist smallgoods producers.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Ferment product	1.1 Sanitise maturation area according to workplace requirements 1.2 Correctly place product in greening room for adequate air circulation for processing according to product specifications and hygiene requirements 1.3 Space product according to product and manufacturer's specifications 1.4 Monitor maturation process regularly and take appropriate corrective action according to product specifications 1.5 Smoke product if required by product specifications 1.6 Ferment and mature a variety of products to workplace and regulatory requirements and customer specifications, at a speed similar to production requirements
2. Finish maturation process	2.1 Store product according to product specifications 2.2 Identify and stack product according to product specifications and workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS314A Ferment and mature product.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS314 Ferment and mature product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must prepare semi-dried and fermented products such as salami, mettwurst or prosciutto in a smallgoods manufacturing establishment.

Candidates must:

- follow the requirements of the work instruction
- work at production speed
- ferment and mature product to workplace requirements, and product and customer specifications, within workplace time frames
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- demonstrate familiarity with the regulatory requirements related to fermenting product
- apply relevant workplace health and safety requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- possible effects on health of inadequate finishing of maturation process
- possible effects of temperature fluctuations, relative humidity and air circulation on product
- effect pH has on the maturation process
- purpose and effect of smoking salamis
- air circulation requirements of specific products
- impact of Aw on the shelf life of fermented products
- relevant workplace health and safety requirements
- importance of check-weighing at the end of drying
- relationship between pH, Aw and humidity
- requirements of product spacing for specific product
- various types of fermented products

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPS315 Blend meat product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit covers the skills and knowledge required to prepare and operate blending equipment.

This unit is suitable for operators in smallgoods and food services establishments preparing product for wholesale distribution.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare blending equipment	1.1 Prepare blending equipment according to workplace, hygiene and sanitation, and workplace health and safety requirements 1.2 Assess equipment and report faults to ensure equipment is maintained to an operating level which meets manufacturer's specifications and workplace requirements 1.3 Use equipment and tools are used according to manufacturer's specifications
2. Make adjustments to, and operate, blending equipment	2.1 Adjust blending equipment when necessary 2.2 Use tools and equipment for adjusting processing equipment 2.3 Operate blending equipment 2.4 Use blending equipment to blend a variety of products to production requirements 2.5 Follow and observe workplace, hygiene and sanitation, and workplace health and safety requirements throughout the process
3. Blend products	3.1 Blend a range of products to workplace, health and safety, hygiene and sanitation, and Quality Assurance (QA) requirements and product specifications, at a speed similar to production requirements
4. Clean and maintain blending equipment	4.1 Clean and maintain blending equipment according to work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS315A Blend meat product.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPS315 Blend meat product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must prepare and operate blending equipment.

Candidates must:

- follow the requirements of the work instruction
- work at production speed
- use blending equipment to blend a variety of products to production requirements
- demonstrate effective operation of tools and equipment used for adjusting blending equipment
- demonstrate safe handling procedures for operating blending equipment
- operate equipment to manufacturer's specifications, workplace and health and safety requirements
- clean and maintain blending equipment as required in work instructions
- apply mathematical and communication skills relevant to the task
- learn new techniques, operate new equipment and adjust to workplace change as required
- apply relevant regulatory requirements
- take corrective action to improve own work performance

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- safe handling procedures for operating blending equipment
- conditions under which processing equipment might need adjusting
- cleaning and maintenance procedures for blending equipment if required in work instructions
- relevant regulatory requirements
- purpose and use of equipment used in blending

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX201 Prepare and operate bandsaw

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit covers the skills and knowledge required to assemble, clean, disassemble and operate a bandsaw.

This unit is applicable to workers in meat processing plants, smallgoods factories, boning rooms, food services operations, knackeries, game meat processing plants, wholesale and retail operations.

This unit must be delivered in the context of Australian meat processing standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Assemble a bandsaw	1.1 Assemble bandsaw according to manufacturer's specifications and workplace requirements. 1.2 Checked bandsaw guards and scrapers for functioning and safety

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	according to manufacturer's specifications and workplace health and safety requirements. 1.3 Check bandsaw to ensure it is clean in accordance with hygiene and sanitation, and workplace requirements.
2. Operate a bandsaw	2.1 Operate bandsaw in accordance with workplace requirements and manufacturer's specifications. 2.2 Operate bandsaw in accordance with workplace health and safety requirements. 2.3 Use bandsaw to cut meat products according to product specifications and workplace requirements.
3. Clean a bandsaw	3.1 Clean bandsaw to manufacturer's, hygiene, workplace health and safety and workplace requirements.
4. Disassemble bandsaw	4.1 Disassemble bandsaw according to manufacturer's, workplace health and safety and workplace requirements 4.2 Perform routine maintenance according to workplace requirements.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPR201C Prepare and operate bandsaw	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX201 Prepare and operate bandsaw

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Assessment must involve cutting meat products over a period of time.

The candidate must:

- assemble and operate a bandsaw to manufacturer's, workplace, workplace health and safety, and hygiene and sanitation requirements
- carry out a pre-operational safety check on the bandsaw
- cut products using the bandsaw according to workplace, workplace health and safety and hygiene requirements
- use the bandsaw according to workplace health and safety, hygiene and sanitation, Quality Assurance (QA) and workplace requirements
- seek advice from appropriate sources when working with new products or equipment
- demonstrate effective use of all cutting guides and safety guards
- report equipment faults either verbally or in writing to supervisor in accordance with workplace requirements
- work safely and effectively as an individual and as part of a team
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- purpose and effective use of all cutting guides and safety guards
- purpose and use of the bandsaw
- safety procedures related to use of the bandsaw
- relevant regulatory requirements
- workplace health and safety requirements for operating a bandsaw
- workplace requirements related to:
  - cleaning a bandsaw
  - disassembly and reassembly of the bandsaw

© Commonwealth of Australia, 2025 Skills Insight

- operating a bandsaw
- routine maintenance of a bandsaw

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal operating conditions or in a simulated environment.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX202 Clean work area during operations

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to perform ongoing cleaning and housekeeping tasks for a production area during working hours.

This unit is applicable to workers in meat processing plants, smallgoods factories, knackeries, food service operations and wholesale operations.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Remove waste from work areas	1.1 Deposit waste into correct bins, hoppers and chutes in accordance with workplace requirements 1.2 Use correct shovels, brooms and bins when gathering waste material to avoid cross-contamination of product and work areas 1.3 Keep work area free from waste or trimmings to ensure a safe working environment for fellow workers 1.4 Maintain segregation of edible and inedible product at all

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	times (where applicable) 1.5 Perform work without contaminating edible product (where applicable) 1.6 Shift waste in bins and tubs in accordance with manual handling procedures
2. Clean areas during production	2.1 Clean work areas in accordance with workplace requirements including Quality Assurance (QA) and workplace health and safety requirements 2.2 Clean work areas while avoiding contamination of product 2.3 Use cleaning chemicals as directed and in accordance with standard workplace procedures (where part of an individual's duties)
3. Wash and store cleaning equipment, tubs and bins	3.1 Roll and store hoses safely in accordance with workplace requirements 3.2 Clean and store brooms, shovels and scrubbing brushes appropriately when not in use 3.3 Store chemicals, if used, in accordance with workplace requirements in designated locations 3.4 Sanitise all bins, tubs etc in accordance with workplace requirements (where applicable)

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMPS201C Clean work area during operations.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX202 Clean work area during operations

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must:

- follow work instructions which may require the employee to:
  - communicate to supervisor any problems or difficulties
  - maintain cleanliness of work areas and surfaces to workplace requirements
  - sort and dispose of waste in accordance with workplace requirements
  - store equipment and chemicals (where applicable) safely
  - use cleaning materials and equipment in a safe and hygienic manner
  - use hoses in a manner that effectively cleans without contaminating surfaces, edible or inedible product
- apply relevant regulatory requirements
- apply relevant communication skills
- demonstrate a broad understanding of the inedible waste processing that occurs in the meat industry
- explain potential threat to the edible product of inadequate cleaning demonstrate the capacity to clean the work area safely during operations

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements associated with the work e.g. using very hot water, using correct manual handling procedures, and maintaining a safe work environment for others
- potential threat to the edible product of inadequate cleaning
- correct usage of chemicals (as required)
- importance of dealing with or reporting problems associated with waste disposal e.g. blocked chutes or drains
- relevant regulatory requirements
- workplace health and safety issues associated with cleaning during operations
- impact of incorrect disposal of waste on the environment and on by-products processing

© Commonwealth of Australia, 2025 Skills Insight

- importance of following the documented cleaning procedure or schedule
- importance of, and difference between, wet and dry cleaning procedures

Assessment Conditions

Competency must be demonstrated under normal production conditions.

Assessment must occur in a registered meat processing or food handling premises.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX203 Operate scales and semi-automatic labelling machinery

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate carton scales and electronic label-generating and record-keeping equipment, and, where appropriate, recover data and produce reports where this forms part of work instructions.

This unit is applicable to workers using carton scales and labelling machinery in boning rooms, offal rooms, pet meat packing rooms, smallgoods and food service operations.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Select meat product	1.1 Identify meat products for weighing and labelling according to workplace requirements 1.2 Place carton on scales in accordance with manufacturer's specifications and workplace requirements
2. Enter product data	2.1 Enter codes for specific cuts into the system 2.2 Recover data in report form where this is part of work

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	instructions
3. Weigh carton	3.1 Weigh carton and record details according to workplace requirements 3.2 Monitor equipment operation to ensure correct information is recorded on label
4. Label carton	4.1 Remove label from labelling equipment and place on carton according to workplace and regulatory requirements 4.2 Label carton clearly for loadout 4.3 Monitor labelling of cartons for accuracy in correlation with products

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMPS203C Operate scales and semi-automatic labelling machinery.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX203 Operate scales and semi-automatic labelling machinery

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must:

- perform pre-start checks and routine maintenance as specified in work instructions
- monitor operation of equipment
- weigh and label meat product cartons in accordance with workplace and regulatory requirements
- check carton contents against labelling
- apply relevant communication and mathematical skills

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace health and safety requirements related to labelling
- regulatory requirements with regard to labelling
- consequences of incorrect labelling
- monitoring of consumables
- purpose of labelling information

Assessment Conditions

Competency must be demonstrated under normal rate of production.

Assessment must be conducted in a registered meat processing plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX204 Maintain production records

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to maintain records required for workplace and regulatory agencies by the stock person, boning room or chiller clerk, or the person responsible for maintaining smallgoods production records. It covers major record-keeping and report generating activities.

This unit is applicable to workers who are responsible for keeping detailed records relating to production such as kill sheets, chiller records, boning room records and loadout records. These record-keeping duties should form a significant part of the individual's responsibilities.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare production records	1.1 Identify workplace and regulatory requirements for record-keeping 1.2 Prepare production recording equipment or materials in accordance with work instructions 1.3 Update records on an electronic or manual system in accordance with work instructions 1.4 Correct shortcomings of the recording system if applicable
2. Generate reports	2.1 Prepare data summaries and reports in accordance with workplace

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	requirements 2.2 Generate major reports detailing inventory, production or staffing data

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMPS204C Maintain production records.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX204 Maintain production records

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Competency must be demonstrated while collecting and recording significant data over a period of time. The data should involve some complexity in categories and require accurate recording.

The candidate must:

- follow all work instructions effectively
- generate reports to meet workplace and regulatory requirements
- apply relevant workplace health and safety requirements
- maintain stocks of consumables for use
- prepare all recording equipment for use (where relevant)
- use all recording equipment properly (where relevant)
- record data according to data requirements
- update records as required
- prepare all summaries required
- apply relevant communication and mathematical skills
- describe the workplace and/or regulatory requirements for record-keeping

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- workplace requirements for reports
- relevant security arrangements such as Department of Agriculture or company requirements
- function and uses of the reports generated
- possible shortcomings of recording and how to correct them
- purposes of keeping production records
- relevant workplace health and safety requirements

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment should be undertaken in an operating meat processing plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace project
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX205 Clean chillers

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to clean and sanitise chillers when empty of product.

This unit is applicable to workers at abattoirs, boning rooms, smallgoods factories, game meat processing plants, food services, smallgoods establishments and wholesale operations.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

The unit must be delivered and assessed using Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Clean chillers	1.1 Clean chillers in accordance with cleaning program and workplace, workplace health and safety and regulatory

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	requirements 1.2 Workplace health and safety risks and requirements are identified specifically for chillers 1.3 Identify specific areas of contamination risk for the products 1.4 Handle and store chemicals according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMPS205C Clean chillers.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX205 Clean chillers

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must clean and sanitise chillers when empty of product.

The candidate must:

- implement cleaning regime for chillers in accordance with workplace, workplace health and safety, and regulatory requirements
- apply relevant communication and mathematical skills

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene and sanitation monitoring programs for chillers
- importance of avoiding condensation in chillers
- chiller cleaning program
- potential contamination risks for product in chillers and freezers
- workplace health and safety hazards of working in a cold environment

Assessment Conditions

Competency must be demonstrated when the chillers and plant are operating during normal production.

Assessment must occur in a registered meat processing plant or premises.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX206 Operate forklift in a specific workplace

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate forklifts in specific work areas, which may require fitting forklifts with specialised lifting attachments or shifting hazardous materials. These areas include freezers, cold stores, loadouts, skin sheds, smallgoods and rendering plants.

This unit is applicable to workers in meat processing plants and smallgoods enterprises who operate forklifts in environments requiring specific competencies. Prior to undertaking this unit, individuals should have gained the necessary licence or permit to operate a forklift.

This unit must be delivered in the context of Australian meat industry processing standards and regulations.

All work should be carried out in relation to workplace requirements, regulatory requirements and hygiene standards.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify load characteristics	1.1 Take characteristics of the load into account and employ appropriate attachments 1.2 Identify hazardous materials and take workplace, industry and regulatory requirements into account when operating a forklift carrying hazardous materials
2. Consider specific features of workplace in transporting product	2.1 Transport and load product, taking into consideration specific features of the workplace environment
3. Transport and store product	3.1 Identify and follow specific workplace health and safety requirements for work area 3.2 Handle forklift and pallets in accordance with the requirements of specific work locations 3.3 Transport product in accordance with workplace, Quality Assurance (QA), and hygiene and sanitation requirements 3.4 Store product in accordance with workplace, QA, and hygiene and sanitation requirements 3.5 Rack or store products and pallets in accordance with work instructions
4. Maintain equipment records	4.1 Maintain equipment records in accordance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMPS206C Operate forklift in a specific workplace.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX206 Operate forklift in a specific workplace

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must:

- gain a licence and satisfy traffic authority examiner, where required by government regulation
- explain operational safety requirements including workplace health and safety requirements
- operate a forklift in a specific workplace to requirements of that workplace
- operate a forklift in accordance with workplace requirements, and workplace health and safety, and manufacturer's specifications
- transport and store a variety of products to meet production requirements
- maintain equipment records
- apply hand-eye coordination
- apply relevant communication and mathematical skills
- assess, interpret and apply technical information

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- characteristics, capabilities and limitations of the forklift
- operational safety requirements including workplace health and safety requirements
- QA considerations for transporting product within the plant
- critical aspects of:
  - identification of damage or leaks which may compromise operational capability or safety
  - operational safety
- specific features of the workplace that impact on the operation of the forklift (e.g. operating in a cold environment)
- workplace operating procedures

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated in specific meat processing plant environments such as freezers and under normal operating conditions.

Assessment must be conducted in an operating meat processing plant and assessment tools must be customised to the workplace-specific workplace health and safety procedures and work instructions.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX207 Vacuum pack product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to pack meat products using vacuum packaging.

This unit is applicable to workers packing meat and meat products in boning rooms, offal rooms, smallgoods plants, wholesalers and food services operations. It is not applicable to small scale vacuum packaging in retail operations.

This unit must be delivered in the context of Australian meat processing standards and regulations.

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Select packaging	1.1 Bag product in appropriately sized bag

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	1.2 Arrange product in appropriate container
2. Set machine requirements	2.1 Complete requirements in preparation for start-up of vacuum packing machine to workplace requirements 2.2 Set machine requirements 2.3 Follow start-up procedures to workplace requirements 2.4 Attach and change packing materials to workplace requirements and product specification 2.5 Place bagged meat on the vacuum packing machine or in the formed pockets as appropriate 2.6 Place open ends of bags flat across the sealing bar or meat contained in pockets as appropriate 2.7 Follow workplace health and safety, hygiene and sanitation requirements
3. Operate machinery	3.1 Operate vacuum packaging machine in accordance with workplace requirements 3.2 Vacuum pack a variety of products to customer specifications, hygiene and sanitation, workplace health and safety, and Quality Assurance (QA) requirements at a speed that is the same as production requirements 3.3 Shrink bags using hot water baths where appropriate 3.4 Drain bagged cuts 3.5 Perform shut-down procedures to workplace requirements
4. Perform routine maintenance	4.1 Change dyes according to workplace requirements 4.2 Take corrective action when leaks and defects are identified, according to workplace requirements 4.3 Change plates as required
5. Ensure quality of packaging and product	5.1 Inspect bagged cuts for leaks and other defects 5.2 Place bagged cuts in cartons according to specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMPSR201C Vacuum pack product.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX207 Vacuum pack product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must be observed vacuum packing products.

The candidate must:

- prepare for vacuum packaging according to workplace health and safety, and workplace requirements
- vacuum pack bagged cuts with no leaks or defects
- explain defects that can occur during packaging
- demonstrate hygienic cleaning of equipment
- demonstrate hygienic work practices for vacuum packing
- apply relevant communication and mathematical skills
- apply relevant regulatory requirements
- manage time and priorities

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- sub-standard or contaminated product and workplace procedures for dealing with sub-standard or contaminated product
- defects that can occur during packaging
- packaging requirements
- specific workplace health and safety requirements for vacuum packing
- purpose of vacuum packaging
- relevant communication and mathematical skills
- relevant regulatory requirements
- general operating principles, including start-up and shut-down procedures
- manufacturer's and workplace requirements for vacuum packaging of product

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency should be demonstrated at the normal speed of production.

Assessment should take place in an operating meat processing plant or food service operation.

Recommended methods of assessment include:

- quiz of underpinning knowledge
- workplace demonstration or project
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX208 Apply environmentally sustainable work practices

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to reduce negative environmental impacts of meat industry work practices.

This unit addresses the knowledge, processes and techniques necessary to support environmentally sustainable work practices. It is applicable to personnel in all sectors and areas, and at all levels of the meat processing industry. It is particularly applicable to production personnel in meat processing, smallgoods operators and meat retailing personnel.

This unit must be delivered in the context of Australian meat processing standards and regulations.

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Identify current resource use	1.1 Identify workplace environmental and resource efficiency issues 1.2 Identify resources used in own work role 1.3 Identify wastes and emissions created by own work role
2. Comply with environmental regulations	2.1 Follow regulatory requirements, work instructions and procedures to ensure compliance 2.2 Identify non-conformances and follow corrective action procedures
3. Seek opportunities to improve resource efficiency	3.1 Follow enterprise plans to improve environmental practices and resource efficiency 3.2 Make suggestions for improvements to workplace practices in own work area

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMPSR202B Apply environmentally sustainable work practices.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX208 Apply environmentally sustainable work practices

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must:

- demonstrate a basic understanding of sustainability
- interpret workplace information
- report non-conformances
- recognise and follow procedures, follow instructions and respond to change
- relate to people from a range of social, cultural, ethnic backgrounds, and physical and mental abilities
- apply relevant communication and mathematical skills
- ask questions and clarify work requirements
- follow good housekeeping procedures and practices
- apply relevant workplace health and safety, regulatory and workplace requirements
- take corrective action according to workplace requirements
- work with others to solve problems relating to environmental performance

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- environmental and resource efficiency hazards and risks associated with own workplace and own work area
- workplace environmental management strategies affecting own work practice
- relevant environmental and resource efficiency systems and procedures for own work area
- relevant workplace health and safety, regulatory and workplace requirements

Assessment Conditions

Competency in this unit must be demonstrated under conditions that are the same as the speed of production and within the parameters of the role responsibilities.

© Commonwealth of Australia, 2025 Skills Insight

Assessment should be undertaken in an operating meat processing plant or food service operation.

The following three forms of assessment must be used:

- demonstration - snapshot of performance
- quiz, question and answer
- observation of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX209 Sharpen knives

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to maintain knives for safe and effective use in a meat establishment.

This unit is applicable to any worker who is required to sharpen a knife to use in a processing, wholesaling or retail meat establishment. This unit is a pre-requisite for any other unit where a knife is used to perform a task.

This unit must be delivered in the context of Australian meat industry standards and regulations.

All work should be carried out in accordance with workplace requirements, regulatory requirements and hygiene standards.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Sharpen knives	1.1 Sharpen knives according to workplace requirements 1.2 Sharpen knives to maintain bevel edge 1.3 Use steel correctly to maintain bevel edge and to meet workplace health and safety requirements
2. Work safely with others	2.1 Use knives in ways which minimise the risk of injury 2.2 Use knives safely at all times in accordance with workpalce health and safety, hygiene and sanitation, and food safety requirements
3. Maintain knives and associated equipment	3.1 Maintain knives to hygiene and sanitation, and workplace requirements 3.2 Maintain, clean and store knife-sharpening equipment to hygiene and sanitation, and workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR203A Sharpen knives	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX209 Sharpen knives

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed maintaining knives for safe and effective use in a meat establishment. Competency must be demonstrated in conjunction with a skill or task requiring the use of a knife. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- steel a knife correctly
- use safe techniques of knife sharpening to workplace, hygiene and sanitation, and health and safety requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- steps in steeling a knife to maintain edge
- technique to sharpen a knife with an appropriate bevel edge
- theory of knife sharpening
- sterilisation, and hygiene and sanitation requirements related to knife sharpening
- workplace health and safety issues related to the use and sharpening of knives
- relevant regulatory requirements

Assessment Conditions

Assessment can be carried out in an actual or simulated workplace.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third party report of performance over time

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX210 Prepare and slice meat cuts

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to prepare and slice meat into finished meat cuts.

This unit is applicable to operators in smallgoods, food services and meat retail businesses where products are prepared for sale.

This unit must be delivered in the context of Australian meat industry standards.

All work should be carried out in relation to workplace requirements, regulatory requirements and hygiene standards.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Slice and trim meat in preparation for sale	1.1 Prepare and slice meat cuts according to workplace requirements and customer specifications 1.2 Separate meat cuts into final meat cuts according to Quality Assurance (QA), hygiene and sanitation, workplace health and safety, and customer specifications
2. Handle knife effectively	2.1 Handle knife safely, hygienically and effectively

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMSR201C Prepare and slice meat cuts	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX210 Prepare and slice meat cuts

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Candidates must be observed preparing and slicing meat into finished cuts.

For meat retailing:

- prepare and slice meat cuts for all primals for three species (including beef and sheep) to workplace and regulatory requirements, similar to the speed of production.

For smallgoods manufacturing:

- prepare and slice meat cuts for all primals for one species to workplace and regulatory requirements, similar to the speed of production.

The candidate must:

- demonstrate correct cutting, slicing and trimming techniques
- use safe and effective knife skills
- identify and name examples of finished meat cuts
- apply relevant regulatory requirements
- slice and trim meat in preparation for sale according to workplace health and safety, hygiene and workplace requirements and customer specifications
- prepare finished meat cuts from all primals relevant to meat retailing and/or smallgoods manufacturing
- remove defects from products according to workplace and regulatory requirements
- seek advice from relevant sources when working with new cutting equipment or products
- use communication skills appropriate to the task

Knowledge Evidence

The candidate must demonstrate a factual, technical and procedural knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- principles of QA, hygiene and sanitation, and workplace health and safety in relation to slicing meat
- workplace requirements related to slicing meat
- relevant regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal enterprise or production conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX211 Trim meat to specifications

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to trim a selection of meat cuts in accordance with workplace specifications.

This unit applies to operators in smallgoods enterprises, meat retail and meat wholesale operations.

This unit must be delivered in the context of Australian meat industry processing standards and regulations.

All work should be carried out in relation to workplace requirements, regulatory requirements and hygiene standards.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Trim meat to workplace specifications	1.1 Trim meat to workplace specifications. 1.2 Trim meat to workplace health and safety, hygiene and sanitation, and workplace requirements. 1.3 Trim meat to customer specifications.
2. Handle product hygienically	2.1 Handle product to meet hygiene and sanitation requirements.
3. Handle knife effectively	3.1 Handle knife safely, hygienically and effectively.

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMSR202C Trim meat to specifications	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX211 Trim meat to specifications

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Candidates must be observed trimming a selection of meat cuts in accordance with workplace specifications.

The candidate must:

- prepare equipment appropriately prior to the commencement of the task
- give examples of customer and workplace specifications for trimming meat
- trim meat to specifications as follows:
  - for meat retailing, meat must include beef, sheep meat and one other species
  - for smallgoods manufacturing, meat must include a minimum of one species
- use a knife to workplace, health and safety, and hygiene requirements
- maintain a sharp knife
- apply relevant communication skills
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- hygiene requirements for the handling of meat products
- steps in sharpening a knife
- workplace, health and safety and hygiene requirements for use of a knife
- relevant regulatory requirements

Assessment Conditions

Competency must be demonstrated under conditions similar to the speed of production and within the parameters of the role and responsibilities.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in the workplace under normal enterprise or production conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX212 Package product using automatic packing and labelling equipment

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to pack and label meat products, using automatic packaging and labelling equipment.

This unit is applicable to workers in smallgoods plants, meat wholesale enterprises, and meat retail establishments who set up packaging units, accurately identify products and package products to meet customer orders.

This unit must be delivered using Australian meat industry standards and regulations.

All work undertaken should comply with workplace requirements, regulatory requirements and hygiene standards.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some responsibility for their own actions.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Set up packaging unit for operation	1.1 Implement workplace start-up procedures ensuring compliance with workplace health and safety, and hygiene requirements 1.2 Load consumables to specifications 1.3 Select equipment settings according to packaging instructions 1.4 Identify and report faults in equipment either verbally or in writing according to workplace requirements.
2. Set weight controls	2.1 Set weight controls to production requirements ensuring bagged product is check-weighed to verify machine set up 2.2 Adjust controls to achieve production specifications
3. Operate packaging process	3.1 Package product to workplace requirements ensuring process is operated according to workplace health and safety, workplace and hygiene requirements, and manufacturer's specifications 3.2 Check packs for damage 3.3 Seal and code to packing requirements
4. Describe packaged product	4.1 Measure packaged product according to workplace requirements 4.2 Label packaged product according to workplace requirements 4.3 Package product according to workplace health and safety and hygiene requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMSR203C Package product using automatic packing and labelling equipment	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX212 Package product using automatic packing and labelling equipment

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed packing and labelling meat products, using relevant equipment. Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- assemble the packaging unit
- check safety features are in place
- check the unit to ensure cleanliness and working order
- accurately enter information in labelling equipment
- set weight controls
- load product according to specifications
- operate packaging equipment to package products according to manufacturer's specifications, workplace, health and safety, hygiene and sanitation requirements
- adjust equipment settings according to packaging instructions or schedules
- complete packaging and labelling records accurately
- package product to customer specifications
- identify and report faults in equipment
- apply relevant communication and mathematical skills
- apply relevant regulatory requirements
- use estimation and manual scales to check-weigh product

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- methods of recording production
- regulatory requirements related to packaging
- features of the packaging unit including parts, safety features, start-up and shut-down procedures, possible faults and adjustments

© Commonwealth of Australia, 2025 Skills Insight

- production schedule for automatic packaging and labelling equipment
- relevant regulatory requirements

Assessment Conditions

Competency must be demonstrated using automated packaging equipment under conditions similar to the speed of production and within the parameters of the role and responsibilities.

Assessment must occur in the workplace under normal enterprise or production conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX213 Despatch meat product

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to place orders at a despatch point and loading products into transportation.

This unit is applicable to workers in smallgoods manufacturers and meat establishments, which deliver meat and meat products to customers, including restaurants.

This unit must be delivered using Australian meat industry standards and regulations.

All work should be carried out to comply with workplace procedures, regulatory requirements and hygiene standards.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Arrange and	1.1 Consolidate orders picked from separate areas

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
consolidate orders	1.2 Place products and/or batches in correct despatch area 1.3 Acquire information about despatch scheduling requirements 1.4 Arrange and secure products 1.5 Store product in despatch area according to schedule 1.6 Use correct methods for efficient and safe loading
2. Loadout product	2.1 Transport product to loadout according to workplace health and safety, hygiene and sanitation, Quality Assurance (QA) and workplace requirements 2.2 Load product is loaded according to workplace health and safety, hygiene, QA and workplace production requirements 2.3 Document and record products according to workplace and production requirements 2.4 Complete product loadout is completed according to workplace health and safety S, QA, and workplace requirements
3. Maintain clean holding rooms	3.1 Maintain holding rooms to workplace, regulatory, and hygiene and sanitation requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMSR204C Despatch meat product	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX213 Despatch meat product

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed placing orders at a despatch point and loading products into transport.

The candidate must:

- identify species and various meat products for storage
- handle product according to hygiene requirements
- monitor refrigerated temperature on a regular basis
- rotate stock
- apply relevant communication and mathematical skills
- arrange and consolidate orders to customer and workplace requirements
- record information accurately and legibly
- seek advice where necessary from relevant sources when working with new products, technology or changes in work practices
- use correct manual handling techniques for transferring product to storage facilities
- maintain clean holding rooms

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- storage requirements for products
- recording procedures for loadout of product
- regulatory requirements related to storage and handling of product
- temperatures for storage of meat products
- workplace requirements for despatch of meat
- appropriate storage facilities for individual products

Assessment Conditions

Competency must be demonstrated under conditions similar to the speed of production and within the parameters of the role and responsibilities.

© Commonwealth of Australia, 2025 Skills Insight

Assessment must occur in the workplace under normal enterprise or production conditions or in a simulated environment.

The following forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX214 Package meat and smallgoods product for retail sale

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to safely and correctly package processed meats and smallgoods for retail sale.

This unit is applicable to workers in butcher shops or smallgoods stores who package meat and smallgoods products for retail sale.

This unit must be delivered using Australian meat industry standards and regulations.

All work should be carried out to comply with workplace requirements, regulatory requirements and hygiene and sanitation standards.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Prepare product for packaging	1.1 Prepare product for packaging to required specifications 1.2 Prepare materials required for packaging according to workplace requirements and product specifications
2. Set packaging machine requirements	2.1 Complete preparation for start-up of packaging machine to workplace requirements 2.2 Ensure machine requirements are set correctly 2.3 Follow start-up procedures according to workplace requirements 2.4 Attach and change packaging materials according to workplace requirements and product specification 2.5 Follow workplace health and safety, hygiene and sanitation requirements
3. Operate packaging machinery	3.1 Operate packaging machine in accordance with workplace requirements 3.2 Pack meat products according to workplace health and safety,workplace, hygiene and sanitation and regulatory requirements 3.3 Perform shut-down procedures according to workplace, workplace health and safety, and hygiene and sanitation requirements
4. Clean packaging machinery	4.1 Clean and sanitise packaging machinery according to workplace requirements and food safety regulations 4.2 Clean and sanitise packaging area according to workplace requirements and food safety regulations

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMSR215A Package meat and smallgoods product for retail sale	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX214 Package meat and smallgoods product for retail sale

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- use a range of packaging equipment to package processed meats and smallgoods for retail sale
- identify food safety hazards in packaging processed meat and take appropriate preventative or corrective action
- identify sub-standard or contaminated product
- clean equipment according to hygiene requirements
- work with team members
- apply relevant regulatory and workplace requirements
- report equipment faults, either verbally or in writing, according to workplace requirements
- seek advice from appropriate sources when working with new products or equipment
- use mathematical skills relevant to the task
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- effect of packaging materials and processes on quality, safety and shelf life of product
- regulatory requirements for packaging and labelling
- packaging processes
- workplace procedures for dealing with sub-standard or contaminated product
- defects that can occur during packaging
- packaging requirements
- specific workplace health and safety requirements for vacuum packing
- general operating principles, including start-up and shut-down procedures

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated under conditions similar to the speed of production and within the parameters of the role and responsibilities.

Assessment must occur in the workplace under normal enterprise or production conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX215 Operate tenderiser

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate and maintain machinery for tenderising meat cuts.

This unit is applicable to workers in boning rooms, wholesalers, food service operations and retail outlets.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Operate tenderiser	1.1 Operate and maintain tenderiser according to workplace health and safety requirements and manufacturer's specifications 1.2 Tenderise meat to workplace requirements 1.3 Identify potential sources of contamination and manage contamination according to workplace requirements 1.4 Monitor flow of product according to workplace and Quality Assurance (QA) requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2039C Operate tenderiser.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX215 Operate tenderiser

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate and maintain machinery for tenderising meat cuts.

The candidate must:

- follow the requirements of the work instruction
- work at production speed
- operate tenderiser in accordance with workplace requirements and manufacturer's specifications
- monitor meat input and output in accordance with work instructions
- carry out routine cleaning and maintenance in accordance with work instructions, manufacturer's specifications and hygiene and sanitation requirements
- apply relevant regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- basic operating principles of meat tenderisers
- workplace health and safety requirements related to meat tenderising
- work instructions for operating tenderiser
- relevant regulatory requirements
- potential sources of contamination to the product

Assessment Conditions

Assessment must be conducted using meat prepared to a specification.

Competency must be demonstrated over a period of time and at a relevant rate of production.

As a minimum, the following three forms of assessment must be used:

© Commonwealth of Australia, 2025 Skills Insight

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX216 Operate mincer

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate and maintain mincing machinery, select product for mincing and monitor finished product to achieve quality specifications.

This unit is applicable to workers in boning rooms, knackeries, pet food stores, food services operations, smallgoods plants, wholesale or retail butcheries.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Mince meat	1.1 Operate mincer in accordance with workplace requirements and manufacturer's specifications 1.2 Operate mincer in accordance with workplace health and safety requirements 1.3 Monitor input and output to ensure compliance with Quality Assurance (QA) requirements
2. Maintain mincer	2.1 Follow mincer start-up procedures in accordance with work instructions 2.2 Perform routine maintenance and cleaning in accordance with work instructions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP2040C Operate mincer.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX216 Operate mincer

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate and maintain mincing machinery, select product for mincing and monitor finished product to achieve quality specifications.

The candidate must:

- operate mincer in accordance with work instructions and manufacturer specifications
- monitor minced product to ensure compliance with customer or workplace specifications
- monitor product to be minced to ensure compliance with QA specifications
- consistently follow hygiene and sanitation procedures associated with the operation of the mincer
- report equipment faults according to workplace requirements
- maintain mincer in accordance with work instructions
- apply relevant regulatory requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- operation and adjustment of the mincer
- work instructions for operating the mincer
- relevant regulatory requirements
- potential workplace health and safety risks
- potential sources of contamination

Assessment Conditions

Assessment must be conducted using a mincer in an actual or simulated environment.

© Commonwealth of Australia, 2025 Skills Insight

Candidate must be able to operate a mincer to produce minced meat products over a period of time under normal operating conditions of the workplace.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX217 Package product using gas flushing process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate packaging processes that incorporate gas flushing.

Operators in smallgoods manufacturing, value-adding and food services establishments would require this competency to package and extend shelf life of product.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Set up gas flushing packaging process	1.1 Set up machinery for packaging process according to workplace, health and safety, hygiene and sanitation requirements and manufacturer's specifications 1.2 Set up and check gas cylinders according to workplace requirements and supplier's specifications
2. Set up requirements for packaging	2.1 Set up requirements for packaging and place in appropriate positions on packaging line according to workplace, health and safety, and hygiene and sanitation requirements
3. Operate gas flushing process to throughput requirements	3.1 Operate packaging machinery is operated to throughput requirements for a variety of products according to manufacturer's specifications and workplace, health and safety, Quality Assurance (QA) and hygiene and sanitation requirements
4. Report and/or fix operating problems on equipment and auxiliaries	4.1 Report and/or fix operating problems according to workplace requirements
5. Check packaged product against specifications	5.1 Assess packaged product according to workplace, and hygiene and sanitation requirements 5.2 Take appropriate action if product is out-of- specifications 5.3 Label packaged product according to workplace requirements
6. Perform gas flushing	6.1 Perform gas flushing according to workplace requirements
7. Replace gas cylinders	7.1 Replace empty gas cylinders according to workplace where part of work instructions 7.2 Follow workplace procedures for removing empty cylinders and replacing with full cylinders
8. Clean machinery and accessories	8.1 Clean machinery and accessories according to manufacturer's specifications and workplace, health and safety, and hygiene and sanitation requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS206C Package product using gas flushing process.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX217 Package product using gas flushing process

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate packaging processes that incorporate gas flushing.

The candidate must:

- set up and place the requirements for packaging in appropriate positions on packaging line to workplace, health and safety, and hygiene and sanitation requirements
- set up and check gas cylinders to workplace requirements and supplier's specifications
- set up the machinery for packaging process to workplace, health and safety, hygiene and sanitation requirements and manufacturer's specifications
- conduct gas flushing process to workplace requirements
- operate packaging machinery to throughput requirements for a variety of products to manufacturer's specifications and workplace, health and safety, QA, and hygiene and sanitation requirements
- assess packaged product to workplace, and hygiene and sanitation requirements
- label packaged product to workplace requirements
- take appropriate action if product is out-of-specification
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)
- explain the gas flushing process
- apply relevant health and safety and regulatory requirements

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- types of packaging where gas flushing is included
- workplace requirements related to checking the packaged product against specifications
- workplace requirements related to the gas flushing process of packaging
- relevant health and safety and regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must occur in the workplace under normal production conditions.

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX218 Operate metal detection unit

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to operate a metal detection unit.

This unit is suitable for operators working in packaging in boning rooms, smallgoods manufacturing, value-adding and food services establishments.

All work should be carried out to comply with workplace and hygiene requirements.

This unit applies to individuals who work under general supervision, exercise limited autonomy and have some accountability for their own work.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
essential outcomes.	demonstrate achievement of the element.
1. Set up metal detection unit	1.1 Set up and test metal detection unit according to workplace, health and safety, hygiene and sanitation requirements, and manufacturer specifications
2. Operate metal detection unit	2.1 Operate metal detection unit according to workplace, health and safety, hygiene and sanitation requirements, and manufacturer specifications 2.2 Take appropriate action when metal is detected according to workplace requirements
3. Clean metal detection unit	3.1 Clean metal detection unit according to workplace, health and safety, hygiene and sanitation requirements, and manufacturer specifications
4. Maintain metal detection unit	4.1 Maintain metal detection unit according to workplace, health and safety, hygiene and sanitation requirements, and manufacturer specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMS208C Operate metal detection unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX218 Operate metal detection unit

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must operate a metal detection unit to production requirements.

The candidate must:

- follow the requirements of the work instruction
- work at production speed
- set up a metal detection unit
- operate a metal detection unit
- clean a metal detection unit
- maintain metal detection unit
- comply with workplace health and safety, hygiene and sanitation, and manufacturer's requirements
- apply relevant regulatory requirements
- apply communication and mathematical skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a basic factual, technical and procedural knowledge of:

- operation of the metal detection unit
- reasons for having metal detection units and their location at the work site
- workplace procedures when metal is detected in a product
- relevant regulatory requirements

Assessment Conditions

Competency in this unit must be demonstrated over time and under typical operating and production conditions for the enterprise.

© Commonwealth of Australia, 2025 Skills Insight

Candidates must have access to metal detection equipment which meets workplace health and safety requirements.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX301 Assess product in chillers

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to manage product in chillers, in terms of specifications and hygienic storage.

This unit is applicable to supervisors and Quality Assurance (QA) staff responsible for managing, assessing and monitoring product in chillers.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Assess meat colour, fat colour and marbling	1.1 Assess product sample to determine meat and fat colour scores and marbling scores within the workplace-specified range
2. Ensure cleaning program is followed	2.1 Establish and maintain cleaning program to ensure product safety, and health and hygiene requirements are met 2.2 Set up and follow cleaning schedule for daily, weekly or regular fumigation
3. Monitor chiller temperature	3.1 Monitor temperature of product daily to meet product specifications, workplace procedures and regulatory requirements 3.2 Maintain chiller temperature to ensure product safety and meet product specifications 3.3 Correct changes to temperature to maintain product specifications
4. Monitor product handling and identification	4.1 Identify and label products in accordance with product specification, customer and workplace requirements 4.2 Confirm customer requirements to determine delivery arrangements 4.3 Confirm and arrange temperature and storage requirements for product order in accordance with workplace requirements 4.4 Complete product order documentation

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMPS300A Assess product in chillers.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX301 Assess product in chillers

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

Candidates must be observed assessing products in chillers.

The candidate must:

- assess meat colour, fat colour and marbling
- ensure the chiller cleaning program is followed
- monitor chiller temperature
- monitor product handling and identification
- apply mathematical concepts to monitoring procedures (e.g. temperature checks and adjustments)
- apply relevant communication skills
- assess carcases according to workplace and regulatory requirements
- complete documentation, including accurate and legible labelling
- identify and apply relevant workplace health and safety requirements
- identify product chiller requirements
- identify product health and hygiene requirements
- use available technology to record, gather and interpret product-monitoring data

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- the carcase grading system employed in an enterprise
- product transfer and storage methods
- the process involved in assessing chillers in the workplace
- product quality monitoring processes
- the importance of fat depth, marbling, carcase colour and other grading parameters
- rejection procedures

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in an operating meat processing enterprise.

As a minimum, the following three forms of evidence must be used:

- Workplace Referee report
- Knowledge test
- Assessor observation of performance on the job

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX302 Cure and corn product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to cure and corn various meat products.

Smallgoods and value-adding establishments may prepare product for wholesale customers, and meat retailers for retail customers.

This unit must be delivered in the context of Australian meat processing standards and regulations.

All work should be carried out to comply with workplace requirements and hygiene and sanitation standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work, including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare, operate and	1.1 Prepare processing equipment in accordance with

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
clean processing equipment used for curing and corning product	manufacturer's specifications, workplace health and safety, hygiene and sanitation, and workplace requirements 1.2 Operate processing equipment in accordance with manufacturer's specifications, workplace health and safety, hygiene and sanitation, and workplace requirements 1.3 Clean processing equipment in accordance with manufacturer's specifications, workplace health and safety, hygiene and sanitation and workplace requirements
2. Prepare meat	2.1 Select meat in accordance with product specifications 2.2 Prepare meat in accordance with product specifications, hygiene and workplace requirements
3. Prepare ingredients	3.1 Select and prepare ingredients in accordance with product specifications, hygiene and workplace requirements
4. Prepare brines	4.1 Add required amount of water, other liquids and solid additives in correct order and mix in accordance with product specifications, hygiene and workplace requirements 4.2 Prepare brine solutions in accordance with product specifications, hygiene and workplace requirements 4.3 Use hydrometer (salinometer) to check brine solution
5. Process meat	5.1 Cure or corn meat in accordance with product specifications, health regulations and workplace and production requirements 5.2 Regularly monitor processing 5.3 Make adjustments to processing to achieve product specifications
6. Store meat product	6.1 On completion of processing, store product in accordance with product specifications, hygiene, regulatory and workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMPSR301C Cure and corn product.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX302 Cure and corn product

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must be observed curing and corning various meat products.

The candidate must:

- identify meat cuts used in curing and corning
- identify various ingredients used in curing and explain their purposes
- identify sub-standard product and address the problem according to workplace requirements
- follow recipes and procedures accurately
- activate processing equipment to assess its readiness for operational use
- operate mixing machines for required length of time
- operate adjustment tools and equipment correctly
- perform running adjustments in accordance with workplace requirements and manufacturer's specifications
- pump meat correctly to avoid air pockets
- pump meat to increase weight in accordance with workplace requirements
- perform curing and corning in accordance with workplace, workplace health and safety, hygiene and regulatory requirement
- demonstrate correct pickling procedures in accordance with product specifications and workplace requirements
- wash residue from cured meats following removal from holding brine
- report any faults and required adjustments to processing equipment in accordance with workplace procedures
- use tools and cleaning agents appropriate to the cleaning activity and manufacturer's specifications
- apply relevant communication and mathematical skills
- apply relevant regulatory requirements
- seek advice from appropriate sources when working with new products or equipment

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- conditions under which equipment may need adjusting
- function of various additives and ingredients
- meat curing process
- purpose and effect of brine on meat
- health regulations which apply to curing and corning of meats
- effects of curing on shelf life and taste of product
- purpose and use of processing equipment used in curing and corning products
- purpose of correct water temperature and correct additive sequence
- reasons for pickling in accordance with pump percentage and yield requirements
- selection criteria for meat for the curing or corning process
- relevant regulatory requirements
- maximum amount of nitrite allowed in cured, corned or salted meats
- procedures for cleaning processing equipment
- 'osmosis' in relation to the curing process

Assessment Conditions

Competency must be demonstrated under typical operating conditions within the parameters of role and responsibilities.

Assessment must occur in the workplace under normal production conditions.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX303 Break carcase into primal cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to break the carcase into primals and trim in accordance with relevant specifications.

This unit is applicable to smallgoods operators and meat tradespersons in the retail industry who are required to separate primal cuts for further processing or preparation.

This unit must be delivered in the context of Australian meat processing standards and regulations.

All work should be carried out to comply with workplace requirements, regulatory requirements and hygiene standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work, including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

Pre-requisite Unit

AMPX209 Sharpen knives

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
1. Break carcase into primal cuts	1.1 Accurately separate carcase into primal cuts in accordance with workplace, workplace health and safety, Quality Assurance (QA) and hygiene requirements
2. Handle knives effectively	2.1 Handle knives safely, hygienically and effectively

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMSR301C Break carcase into primal cuts.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX303 Break carcase into primal cuts

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must be observed breaking carcases into primals and trim cuts in accordance with relevant specifications.

For **meat retail** the candidate must be able to:

- break carcase into primal cuts for a minimum of three species (including beef and sheep)
- identify primary cut specifications for beef and at least two species of small stock

For **smallgoods** manufacturing the candidate must be able to:

- break carcase into primal cuts for a minimum of one species
- identify primary cut specifications for at least one species

The candidate must:

- identify the major anatomical structures of the carcase of each species
- prepare equipment for breaking carcase correctly and safely
- position or fasten carcase securely for separation
- separate carcases into primal cuts for a range of meat cuts (minimum of three species for meat retailing and one species for smallgoods manufacturing), in accordance with workplace, workplace health and safety, hygiene requirements and customer specifications
- use acceptable cutting lines to produce primary cuts to workplace requirements
- identify contaminated product and take appropriate corrective action
- demonstrate safe manual handling techniques
- sanitise equipment according to workplace requirements
- apply relevant communication skills
- apply relevant regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- hygiene, workplace health and safety, and workplace requirements when breaking carcases
- quality requirements for breaking carcases
- principles of contamination in regard to primary cuts
- relevant regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal enterprise or production conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX304 Prepare primal cuts

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to bone and trim primals into specific finished meat products (cuts).

This unit is applicable to skilled operators in a smallgoods establishment or tradespeople in a meat retail enterprise. Primal cuts may be prepared for sale or further processing.

This unit must be delivered in the context of Australian meat processing standards and regulations.

All work should be carried out to comply with workplace requirements and hygiene and sanitation standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work, including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPX209 Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Bone primal cuts	1.1 Bone primal cuts in accordance with workplace, workplace health and safety, hygiene and sanitation, and Quality Assurance (QA) requirements
2. Trim primal cuts	2.1 Trim primal cuts in accordance with workplace, workplace health and safety, hygiene and sanitation, and QA requirements
3. Handle knives effectively	3.1 Handle knives safely, hygienically and effectively

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMSR302C Prepare primal cuts	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX304 Prepare primal cuts

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed boning and trimming primals into specific meat products (cuts).

For **meat retail** the candidate must be able to:

- identify meat cut specifications for a minimum of three species using cut descriptions according to customer specifications and regulatory requirements

For **smallgoods** manufacturing the candidate must be able to:

- identify meat cut specifications for a minimum of one species

Where the candidate does not prepare primal cuts in their usual place of work they must complete the requirements of the unit in an alternative work placement or in a simulated environment.

The candidate must:

- correctly use personal protective equipment (PPE) when boning
- position cuts securely for boning
- using knives and other cutting tools safely and effectively when separating primals
- use safe manual handling techniques
- identify contaminated product and take corrective action according to workplace requirements
- sterilise or sanitise equipment according to regulatory and workplace requirements
- apply relevant communication and mathematical skills
- describe meat cut specifications in accordance with customer specifications and regulatory requirements
- apply relevant regulatory requirements
- seek advice from appropriate sources where necessary, particularly when working with new species, technology or changed regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- principles of hygiene and sanitation, and workplace health and safety in relation to cutting meat product
- food safety, QA and product quality requirements for boning primals
- principles of cross-contamination in relation to cutting
- relevant regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal enterprise or production conditions or in a simulated environment.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX305 Smoke product

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to prepare products which are smoked, such as ham, bacon and smallgoods products.

This unit is applicable to skilled operators who are responsible for smoking ham, bacon and other smallgoods products and operating the smokehouse in smallgoods plants or meat retail enterprises.

This unit must be delivered in the context of Australian meat processing standards and regulations.

All work should be carried out to comply with workplace requirements and hygiene and sanitation standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work, including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Select meat	1.1 Select meat according to product specifications 1.2 Prepare meat according to product specifications, where part of the work instructions
2. Prepare ingredients and equipment	2.1 Prepare ingredients according to product specifications and workplace requirements 2.2 Prepare machinery and equipment according to product and manufacturer's specifications
3. Load products	3.1 Check products to ensure correct spacing prior to loading 3.2 Load products in a manner that ensures even cooking 3.3 Handle products according to workplace health and safety, hygiene and sanitation requirements at all times
4. Smoke product	4.1 Insert core temperature probes into product centre appropriately and in accordance with product specifications and workplace requirements 4.2 Program machinery, where applicable, in accordance with manufacturer's and product specifications 4.3 Smoke a variety of products to workplace requirements and customer specifications at a speed similar to production requirements 4.4 Monitor and record process according to workplace requirements
5. Monitor smoke cycle	5.1 Regularly monitor smoke cycle, note results and correct deviations from the program 5.2 Manually check internal temperature in accordance with workplace requirements to ensure correct smoke time has been achieved and undertake further cooking if necessary 5.3 When product type and processing procedures require, initiate a shower cycle according to process specifications
6. Chill products	6.1 On completion of smoke cycle, correctly weigh product and either chill immediately or cool at ambient temperature to a specified internal temperature before chilling, according to regulatory requirements 6.2 Keep products at a specific and constant temperature according to product specifications

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	6.3 Store products according to product specifications 6.4 Identify and stack products according to product specifications and workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMSR303A Smoke product	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX305 Smoke product

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed preparing smoked products including ham, bacon and smallgoods products. Evidence must demonstrate the candidate’s consistency of performance over time at production speed.

The candidate must:

- produce commercially suitable smoked products
- demonstrate correct loading procedure for both a full and less-than-full smokehouse
- activate and operate machinery according to manufacturer's and workplace instructions
- measure and monitor product internal temperature correctly to ensure it meets product specifications
- monitor smoking of meat on a regular basis to meet product specifications (including, where relevant, the interpretation of graphs or flow charts or mimic panels and controls)
- interpret cooking records where appropriate with respect to relevant product
- adjust processing as required to achieve product specifications
- apply relevant communication and mathematical skills
- operate smoke facility according to workplace health and safety, hygiene, regulatory, product specifications and workplace requirements, and meet production requirements
- report machine faults according to workplace specifications
- store meat according to workplace health and safety, hygiene, regulatory, product specifications and workplace requirements

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- correct smoking procedure for specific product
- storage procedures for smoked products
- meat smoking process
- the purpose and effect of smoking processes on meat
- health regulations that apply to smoking of meats
- chilling requirements for different products

© Commonwealth of Australia, 2025 Skills Insight

- the possible effects of inconsistent temperature on product
- the effects of smoking on shelf life and product taste
- the purpose of correct water temperature and correct additive sequence, especially phosphate and smoke
- recording requirements for the smoking/cooking process
- relevant workplace requirements related to:
  - appropriate humidity levels
  - effect of moisture on casings
  - smoke generator
  - smoke jet
  - sock
  - wet bulb sock
- the use and purpose of raw materials for smoking meat
- the use and purpose of ingredients for smoking meat
- mathematical information in work instructions, specifications and recipes
- meat cuts used in smoking
- cause and effects of, and explain the appropriate corrective action for:
  - cycle out of sequence
  - excess smoke
  - insufficient smoke

Assessment Conditions

Competency must be demonstrated over time and under normal operating conditions for the enterprise, within the parameters of the role and responsibilities, and according to workplace requirements.

Assessment may occur in the workplace under normal operating conditions or in a simulated environment.

As a minimum, the following three forms of assessment are required:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

AMPX306 Provide coaching

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to act as a coach to others in the workplace.

Coaching is used when experienced personnel are teamed with new recruits or employees new to a position. The role of a coach is to provide advice, support and guidance as the employee learns new tasks and skills, and becomes familiar with the position and the working environment. In many enterprises, this is referred to as a 'buddy' system. Coaching or buddying is used throughout the meat industry.

This unit must be delivered in the context of Australian meat processing standards and regulations.

All work should be carried out to comply with workplace requirements and hygiene and sanitation standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work, including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Establish coaching relationship	1.1 Identify areas for development in accordance with organisational and individual requirements 1.2 Apply effective communication styles to develop trust, confidence and rapport 1.3 Make coaching arrangements on how the relationship will be conducted 1.4 Agree upon expectations and goals 1.5 Seek input from relevant personnel, if required
2. Provide coaching support	2.1 Assist individuals to clarify tasks, duties and other requirements associated with their positions 2.2 Assist individuals to gain required skills and expertise through demonstration, guidance, advice and constructive feedback 2.3 Provide a supportive environment to allow individuals to work towards achieving required skill levels 2.4 Encourage individuals to make decisions and take responsibility for the courses of actions or solutions under consideration 2.5 Provide assistance and guidance in a manner that allows individuals to retain responsibility for personal performance
3. Evaluate effectiveness of coaching	3.1 Recognise and openly discuss changes in the coaching relationship 3.2 Make adjustments to the relationship to take account of the needs of both the coach and the individual 3.3 Seek feedback from colleagues and other relevant personnel to identify and implement improvements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMP3102B Provide coaching	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX306 Provide coaching

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed acting as a coach to others in the workplace. Evidence must demonstrate the candidate’s consistency of performance over time.

The candidate must:

- apply communication skills in giving, receiving and analysing feedback relevant to the process of coaching
- apply the organisation's policies, procedures and plans
- apply relevant problem-solving skills
- assist another individual to achieve their goals and development needs through the use of significant workplace knowledge
- create a learning environment that allows for open discussion, feedback, tolerance of mistakes during learning within a safe environment, and affirmation of the individual's worthiness
- demonstrate effective methods of coaching
- demonstrate effective planning skills to organise activities
- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- use appropriate methods and techniques for eliciting and interpreting feedback
- work effectively with individuals who have diverse work styles, aspirations, cultures and perspectives

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- effective learning styles and methods of coaching
- methods for identifying development opportunities
- enterprise's Standard Operating Procedures (SOPs), work instructions and relevant regulatory requirements, and apply them to the coaching process
- principles of coaching for development of competence

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating or production conditions for the enterprise.

Assessment must occur in the workplace and under normal enterprise or production conditions.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX307 Provide mentoring

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to act as a mentor to others in the workplace. Mentoring is a strategy to promote individual well-being in the workplace and to facilitate retention.

In the meat industry, mentors play a key role. Mentors may be from all areas and levels of the organisation. Mentors may be the people champions or change champions on-site. Mentors can be found in all sectors of the meat industry.

This unit must be delivered in the context of Australian meat processing standards and regulations.

All work should be carried out to comply with workplace requirements and hygiene and sanitation standards.

This unit applies to individuals who work under broad direction and take responsibility for their own work, including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Establish mentoring relationship	1.1 Identify areas for development in accordance with organisational and individual requirements 1.2 Use effective communication styles to develop trust, confidence and rapport 1.3 Make mentoring arrangements on how the relationship will be conducted 1.4 Agree upon expectations and goals 1.5 Seek input from relevant personnel if required
2. Provide mentoring support	2.1 Assist individual to identify and evaluate opportunities to achieve agreed goals and development activities 2.2 Share personal experiences and knowledge with individuals to assist in progress to agreed goals and development 2.3 Provide a supportive environment to allow individuals to progress towards achieving their goals 2.4 Encourage individuals to make decisions and take responsibility for the courses of action or solutions under consideration 2.5 Provide assistance and guidance in a manner that allows individuals to retain responsibility for achieving their goals
3. Evaluate effectiveness of mentoring	3.1 Recognise and openly discuss changes in the mentoring relationship 3.2 Make adjustments to the relationship to take account of the needs of both the mentor and the individual 3.3 Seek feedback from the individual and other relevant personnel to identify and implement improvements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMP3103B Provide mentoring	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX307 Provide mentoring

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed acting as a mentor to others in the workplace. Evidence must demonstrate the candidate's consistency of performance over time at production speed.

The candidate must:

- establish, maintain and appropriately modify a mentoring relationship
- use effective planning skills to organise activities
- apply communication skills in giving, receiving and analysing feedback relating to the mentoring process
- apply relevant problem-solving skills
- assist another individual to achieve their goals and development needs using significant workplace knowledge and experience
- demonstrate effective methods of mentoring
- apply relevant workplace health and safety, regulatory and workplace requirements
- demonstrate methods and techniques for eliciting and interpreting feedback
- work effectively with individuals who have diverse work styles, aspirations, cultures and perspectives

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- methods for identifying development opportunities
- enterprise Standard Operating Procedures (SOPs), work instructions, relevant regulatory requirements and how they apply to mentoring processes
- principles of mentoring
- role and benefits of mentoring
- relevant workplace health and safety, regulatory and workplace requirements
- methods and techniques for eliciting and interpreting feedback

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under typical operating or production conditions for the enterprise.

Assessment must occur in the workplace and under normal production conditions.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX308 Follow and implement an established work plan

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to complete tasks individually or in a team context. The tasks involve established routines and procedures using allocated resources with access to readily available procedures and advice. Work plans may need to be modified with supervisor/team leader agreement to suit changing conditions and priorities.

Team leaders and Quality Assurance (QA) Officers in the meat industry are required to implement a wide variety of work plans such as schedules, work instructions, customer orders and daily plans. They will be required to interpret, prioritise, communicate and implement plans in the context of a team environment.

Work and tasks may be allocated through managers, supervisors, work schedules or plans. They may be individual tasks and jobs or team function work schedules.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element
1. Identify work activities	1.1 Identify team tasks 1.2 Identify work activities that are allocated to the individual 1.3 Prioritise work activities as directed
2. Organise daily work activities	2.1 Break work activities down into small achievable components 2.2 Identify hazards and implement required controls 2.3 Identify regulatory and workplace health and safety requirements 2.4 Identify relevant workplace requirements 2.5 Record activities
3. Follow work plan	3.1 Locate relevant Standard Operating Procedures (SOPs) and work instructions 3.2 Undertake tasks in accordance with schedule/plan 3.3 Maintain output in accordance with schedule/plan 3.4 Follow prescribed and routine work related sequences
4. Modify work plan	4.1 Identify changing needs/conditions 4.2 Identify the safety and production implications of changes 4.3 Seek assistance from relevant personnel when difficulties arise 4.4 Review tasks and priorities in line with changing needs/conditions with a change of instruction from appropriate personnel 4.5 Update work plan taking account of safety and production implications and communicate to appropriate personnel

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

This unit is equivalent to MTMP3105A Follow and implement an established work plan.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX308 Follow and implement an established work plan

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must develop, implement and modify a work plan to suit their daily work activities.

The candidate must:

- use communication skills appropriate to the task, including reading, writing, numeracy, listening and speaking skills
- identify and control hazards
- interpret work schedules and follow instructions
- follow relevant procedures
- effectively and efficiently utilise resources and time
- recognise potential disruptions or changed circumstances and modify work plans in conjunction with relevant personnel
- seek assistance from relevant personnel when difficulties arise
- apply problem-solving skills relevant to work instructions and Standard Operating Procedures (SOPs)
- interpret and apply enterprise's standard operating procedures, work instructions and relevant regulatory requirements
- use appropriate methods and techniques for obtaining and interpreting feedback
- work effectively with individuals who have diverse work styles, aspirations, cultures and perspectives

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- enterprise quality, operational and safety procedures
- regulatory requirements and customer specifications
- importance of workplace documentation
- routine work planning processes
- potential safety implications of modifying the work plan

© Commonwealth of Australia, 2025 Skills Insight

- job outcomes, standards and priorities
- equipment and processes used in the workplace
- hazards associated with the process
- methods of controlling the hazards according to procedures

Assessment Conditions

Assessment will require access to an operating plant over an extended period of time, or a suitable method of gathering evidence of operating ability over a range of situations.

A minimum of three different forms of assessment must be used.

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX309 Identify and repair equipment faults

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to locate and repair or replace faulty components of equipment in accordance with agreed upon workplace practices.

This unit must be delivered in the context of Australian meat processing standards and regulations.

All work should be carried out in accordance with the appropriate Australian standard.

All work should be carried out to comply with workplace requirements and regulatory requirements.

This unit applies to individuals who work under broad direction and take responsibility for their own work, including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Locate equipment faults	1.1 Monitor unit or sub-system performance to identify presence of actual and potential faults 1.2 Monitor built in test functions, fault indicators, alarms and error codes and check and review appropriate maintenance records 1.3 Detect equipment faults using established fault diagnoses techniques and procedures 1.4 Record and/or report faults according to standard procedures
2. Repair and/or replace faulty equipment components	2.1 Isolate equipment according to standard procedures in preparation for component repair or replacement 2.2 Remove faulty components using appropriate tools and techniques in accordance with standard procedures 2.3 Repair and/or replace faulty components in accordance with manufacturer's specifications and standard procedures 2.4 Check and test unit, sub-system or system to confirm that maintenance has been completed to specifications 2.5 Use tools according to manufacturer's specifications to achieve desired outcomes 2.6 Dispose of waste arising from maintenance according to waste management requirements 2.7 Record maintenance information in the company reporting system

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMS306B Identify and repair equipment faults	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX309 Identify and repair equipment faults

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be observed locating and repairing or replacing faulty equipment in accordance with agreed upon workplace practices. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- prepare equipment and work area to conduct maintenance
- wear personal protective clothing for maintenance work
- apply relevant regulatory requirements
- follow instructions in undertaking agreed maintenance task
- diagnose and repair or replace faulty equipment according to workplace health and safety, hygiene and sanitation, workplace requirements and manufacturer's specifications
- apply fault diagnosis techniques and procedures
- demonstrate the use of common hand and power tools for component repair or replacement
- verify completion of repair or replacement
- clean maintenance tools or equipment
- maintain a clean and safe work area
- pack or store tools in designated location
- apply relevant communication and mathematical skills including reporting and describing faults, calculating weights, measures, quantities and time
- seek advice from others and relevant sources, including manuals, to learn new skills and techniques

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- common problems in conducting maintenance
- consequences of incorrect or inadequate maintenance
- environmental aspects related to maintenance

© Commonwealth of Australia, 2025 Skills Insight

- equipment isolation requirements
- food safety factors in maintaining equipment
- workplace health and safety hazards and controls
- purpose and use of common hand and power tools for component repair or replacement
- fault diagnosis techniques and procedures
- purpose of routine preventative maintenance
- quality parameters to be achieved
- recording or reporting systems and processes
- relationship of maintenance to other work activities in the meat or enterprise plant
- roles of and relationships with others involved in carrying out maintenance functions
- services used in maintenance
- significance of minimising equipment down time
- waste handling requirements
- relevant regulatory requirements

Assessment Conditions

Competency must be demonstrated over time and under typical operating and production conditions for the enterprise.

Assessment must occur in the workplace under normal operating and production conditions.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX310 Perform pre-operations hygiene assessment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to undertake a pre-operations hygiene assessment prior to the commencement of production.

This unit is applicable to workers in meat and animal processing premises.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare for pre-operational hygiene assessment	1.1 Explain purpose of pre-operational hygiene assessment 1.2 Identify area to be checked 1.3 Check cleaning and maintenance records relating to identified area 1.4 Identify testing requirements according to workplace requirements 1.5 Assemble, check and calibrate equipment, as required
2. Conduct pre-operational hygiene assessment	2.1 Conduct visual assessment, including equipment and fittings 2.2 Conduct pre-operational testing according to workplace, hygiene and sanitation, regulatory, and workplace health and safety requirements 2.3 Record results according to workplace requirements
3. Evaluate results and take corrective action	3.1 Analyse results and identify areas of non-conformance 3.2 Take corrective action where required 3.3 Re-test or assess, as necessary, to ensure compliance with workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX310 Perform pre-operations hygiene assessment

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must undertake a pre-operations hygiene assessment prior to the commencement of production.

The candidate must:

- prepare for and conduct pre-operations hygiene assessment according to workplace, hygiene and sanitation, workplace health and safety and regulatory requirements
- use testing equipment correctly
- accurately interpret and record results
- consistently identify areas of non-conformance and take corrective action
- comply with workplace health and safety requirements
- apply relevant communication skills when reporting to supervisors and interacting with team members

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- process for conducting pre-operational hygiene assessment
- likely causes of contamination
- corrective action to be taken when contamination is identified
- workplace record-keeping requirements
- regulatory requirements as they relate to pre-operational inspection processes
- relevant workplace health and safety requirements

Assessment Conditions

Assessment must be conducted in an operating and registered meat processing plant or premises.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at the normal rate of production for that plant.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX311 Monitor production of packaged product to customer specifications

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to monitor packers and packaged product to ensure it meets customer and workplace specifications.

This unit is applicable to products packaged in abattoirs, boning rooms, smallgoods plants, game processing plants, food services and wholesaling operations. This role will usually be performed by persons with leading hand responsibilities.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify customer and workplace specifications	1.1 Identify and explain customer specifications for packaged product 1.2 Identify any workplace or regulatory requirements which may be relevant 1.3 Explain workplace monitoring and recording requirements
2. Check and assess packaged product	2.1 Undertake checking regime according to workplace requirements 2.2 Check that meat product meets customer specifications 2.3 Check that packing confirms with customer and workplace requirements 2.4 Check that packaging process meets workplace hygiene and sanitation requirements and check for contamination 2.5 Observe workplace health and safety, and hygiene and sanitation requirements
3. Address non-conformance	3.1 Identify out-of-specification product 3.2 Identify required action according to workplace and regulatory requirements 3.3 Implement required action 3.4 Record action taken according to workplace requirements
4. Provide support to team members	4.1 Provide guidance and support to individual team members where necessary 4.2 Monitor speed and accuracy of team members and provide additional guidance and support where necessary 4.3 Ensure new staff receive additional support where required 4.4 Use communication skills to give clear instructions and advice

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX311 Monitor production of packaged product to customer specifications

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must monitor packers and packaged product to ensure it meets customer and workplace specifications.

The candidate must:

- identify, explain and apply customer and workplace specifications
- check and assess packaged product according to workplace requirements
- address non-conformance in a timely manner
- identify and apply relevant regulatory requirements
- follow workplace health and safety, and hygiene and sanitation requirements
- maintain monitoring records to workplace requirements
- use communication skills relevant to work instructions and Standard Operating Procedures (SOPs)

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- customer specifications
- relevant workplace and regulatory requirements
- workplace monitoring requirements and processes
- causes of contamination and corrective actions
- workplace labelling systems and requirements
- actions to be taken for out-of-specification product

Assessment Conditions

Assessment must be conducted in an operating meat packing room.

© Commonwealth of Australia, 2025 Skills Insight

Competency must be demonstrated at a rate of packing that meets workplace requirements over a period of time.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX313 Contribute to energy efficiency

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to maintain energy efficient work practices and to contribute to systems improvement with regard to energy efficiency in the meat processing industry.

This unit is applicable to supervisors, quality assurance and maintenance personnel in meat processing operations who have responsibility for maintaining and contributing to energy efficient work practices of the enterprise.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify enterprise energy use and policies	1.1 Identify types of energy that are used in the enterprise and what the energy is used for 1.2 Identify and follow relevant workplace health and safety, environmental, and organisational policies and procedures relevant to maintaining and contributing to energy efficiency
2. Measure energy use	2.1 Identify what is measured and how it is measured 2.2 Use tools such as checklists and spreadsheets to collate the energy use measurements 2.3 Read and interpret records of energy use, seeking the advice of specialist advisors if required
3. Maintain and contribute to energy efficiency	3.1 Identify and review requirements to maintain energy efficiency 3.2 Identify, recommend and implement areas for improvement, within scope of responsibility
4. Follow and promote energy efficient work practices	4.1 Follow and promote enterprise energy efficiency policy and procedures 4.2 Monitor operation of equipment to ensure maximum energy efficiency 4.3 Monitor equipment maintenance and replacement schedules 4.4 Provide support and advice to other workers, as appropriate
5. Contribute to systems improvement	5.1 Contribute to and support reviews of operations for improvement in energy efficiency 5.2 Identify opportunities for efficiencies in energy consumption and progress through appropriate personnel

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX313 Contribute to energy efficiency

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must maintain energy efficient work practices and contribute to systems improvement with regard to energy efficiency in the meat processing industry.

The candidate must:

- follow relevant workplace health and safety, environmental, and organisational policies and procedures relevant to maintaining and contributing to energy efficiency
- measure and interpret enterprise energy consumption using established data collection systems
- contribute to workplace energy efficiency practices
- support other workers to achieve workplace environmental policies and procedures
- apply relevant communication skills, including interpreting and explaining enterprise energy polices; communicating new ideas and information
- recognise and explain mathematical information as part of data collection and analysis processes

Knowledge Evidence

The candidate must demonstrate a factual, technical, procedural and theoretical knowledge of:

- relevant enterprise policies and procedures
- applicable regulatory requirements
- enterprise data collection and analysis systems
- current industry practices and developments related to energy efficiency
- relevant enterprise equipment maintenance and replacement schedules

Assessment Conditions

Assessment must be conducted in a registered, operating meat processing plant or premises.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, three different forms of assessment must be used, including:

- quiz of underpinning knowledge
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX401 Monitor meat preservation process

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to monitor the hygienic preservation of meat and ensure compliance with quality standards and regulatory requirements.

This unit is applicable to meat safety officers (inspectors) and Quality Assurance (QA) managers responsible for overseeing meat preservation.

All work is carried out to comply with product specifications, customer requirements and workplace procedures.

This unit applies to individuals who take responsibility for their own work and for the quality of the work of others within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered in the context of Australian meat processing standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Overview the meat preservation process	1.1 Identify and explain types of preservation processes used by the meat industry 1.2 Identify meat quality required for preservation processes according to customer and workplace requirements 1.3 Prepare ingredients and equipment required for the preservation process according to product specifications, hygiene and sanitation, and safety requirements
2. Monitor the meat preservation process	2.1 Inspect and monitor product and process to ensure meat is preserved to specifications, health, hygiene and customer requirements 2.2 Regularly monitor equipment or processes involved in the preservation process at critical control points 2.3 Monitor and follow procedures to ensure quality and hygiene of products at all times 2.4 Implement procedures for rejecting, reprocessing and/or recall for products which do not meet specifications or hygiene requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPS411C Monitor meat preservation process	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX401 Monitor meat preservation process

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must monitor the meat preservation process on at least three separate occasions.

The candidate must demonstrate ability to:

- identify critical control points in the meat preservation process
- prepare ingredients and equipment required for the preservation process according to product specifications, hygiene and sanitation, and safety requirements
- apply relevant communication and mathematical skills
- maintain currency of knowledge through professional development and self-directed research
- determine and implement corrective action
- identify and apply relevant workplace health and safety requirements
- interpret monitoring data and identify out-of-specification performance or product
- monitor the preservation of meat to ensure compliance with workplace and regulatory requirements
- record monitoring information accurately
- report non-conformances to appropriate personnel

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- the criteria for rejected, reprocessed or recalled product
- the process involved in preserving meat in own workplace
- critical aspects of meat safety and hygiene during the preservation process
- relevant procedures for ensuring the preserved meat product is safe and fit for human consumption
- rejection and recall procedures
- the impact of the preservation process on product quality, including eating quality

© Commonwealth of Australia, 2025 Skills Insight

- current regulatory requirements relating to the preservation of meat and meat products
- the appropriate Australian Standard and regulatory requirements

Assessment Conditions

Competency must be demonstrated while monitoring a commercial meat preservation operation.

Assessment of application of reject and recall procedures may involve a simulated monitoring role for the trainee.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

All evidence must be collected in the context of current Australian meat industry standards and regulations.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX402 Monitor and overview the production of processed meats and smallgoods

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to monitor the production processes of smallgoods.

This unit is applicable to supervisors, Quality Assurance (QA) staff and regulatory officers overviewing the production of processed meat and smallgoods.

All work is carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of the work of others within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Overview the production of further processed meats and smallgoods	1.1 Identify and explain the range of further processed meat products and smallgoods 1.2 Identify and explain the processing techniques involved in the production of these products 1.3 Identify and explain the hygiene and sanitation and quality hazards associated with the production of these products 1.4 Identify and explain the regulatory requirements associated with the production of these products
2. Monitor the preparation of processing equipment and areas	2.1 Identify procedures for pre-operational equipment checks in accordance with workplace policies and procedures, and manufacturer's instructions 2.2 Ensure pre-operational checks and procedures are carried out in accordance with workplace and regulatory requirements
3. Monitor the production of smallgoods and further processed meat products	3.1 Identify ingredients by type and quality in accordance with product specifications and explain their function in the process 3.2 Identify types of meat, by-product, stock, additive, binder and spices selected in accordance with formulation specifications and regulatory requirements 3.3 Monitor handling techniques for ingredients to prevent contamination and ensure product quality and safety 3.4 Identify relevant processing equipment and explain operating procedures according to manufacturer and work specifications 3.5 Monitor relevant temperature, consistency, appearance and texture requirements monitored in accordance with product specifications and regulatory requirements 3.6 Monitor relevant processing area hygiene and sanitation requirements as specified in workplace procedures and regulatory requirements 3.7 Identify and assess against regulatory requirements the procedures for rejection, reprocessing and/or recall for products which do not meet specifications or hygiene and sanitation requirements

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPS412C Monitor and overview the production of processed meats and smallgoods	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX402 Monitor and overview the production of processed meats and smallgoods

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must monitor the production of processed meats and smallgoods in the workplace on at least three separate occasions.

The candidate must:

- monitor production of processed meats and smallgoods to ensure compliance with workplace and regulatory requirements
- apply relevant communication and mathematical skills
- identify and apply relevant workplace health and safety requirements
- propose and implement solutions to a range of production problems

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- hazards to the safe and hygienic manufacture of smallgoods
- options for chilling product
- the process involved in manufacturing smallgoods
- procedures required to ensure products are fit for human consumption and meet regulatory and quality requirements
- critical limits in the manufacture of smallgoods
- recall procedures, including notification of appropriate authorities
- the appropriate Australian Standard and regulatory requirements

Assessment Conditions

Competency must be demonstrated while monitoring the commercial production of processed meats and smallgoods.

© Commonwealth of Australia, 2025 Skills Insight

All evidence must be collected in the context of current Australian meat industry standards and regulations.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX403 Monitor and overview the production of Uncooked Comminuted Fermented Meat (UCFM)

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to understand and manage the production processes for Uncooked Comminuted Fermented Meat (UCFM).

This unit is applicable to personnel responsible for the outcomes of the production processes of UCFM in a smallgoods processing operation.

This unit relates to the Australia New Zealand Food Standards Code, Standard 3.2.2 Food Safety Practices and General Requirements, Clause 3 Food handling - skills and knowledge, which states:

'A food business must ensure that persons undertaking or supervising food handling operations have:

(a) skills in food safety and food hygiene matters; and

(b) knowledge of food safety and food hygiene matters,

commensurate with their work activities.'

All work is carried out to comply with product specifications, customer requirements, hygiene standards and workplace procedures.

This unit applies to individuals who take responsibility for their own work and for the quality of the work of others within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered and assessed in the context of Australian Meat industry standards and regulations.

© Commonwealth of Australia, 2025 Skills Insight

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

AMPCOR202 Apply hygiene and sanitation practices

AMPCOR404 Facilitate hygiene and sanitation performance

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify microbiological hazards for UCFM products	1.1 Identify types of micro-organisms 1.2 Identify major threats to UCFM products 1.3 Identify types of bacteria that cause food poisoning and spoilage 1.4 Identify effects of bacterial contamination for food poisoning (impact on people) and food spoilage (shelf life) 1.5 Identify sources of bacterial contamination 1.6 Identify growth characteristics and requirements of bacteria
2. Identify chemical hazards for UCFM products	2.1 Identify chemical hazards which may affect UCFM products 2.2 Identify common sources of chemical hazards/contamination 2.3 Explain control methods which prevent chemical contamination including enterprise policies and relevant national programs (including residue testing) 2.4 Explain the impact of chemical residues on meat (including poisoning, tainting, rejections)
3. Identify physical hazards for UCFM products	3.1 Explain physical hazards which may affect meat 3.2 Identify common sources of physical hazards and/or contamination 3.3 Explain control methods to prevent contamination 3.4 Explain effects or impact of physical hazards on meat
4. Overview the production of UCFM products	4.1 Identify and explain the range of UCFM products 4.2 Identify and explain the processing techniques involved in producing UCFM 4.3 Identify and explain the hygiene and food safety hazards

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	associated with the production of UCFM products 4.4 Identify and explain the regulatory requirements associated with the production of UCFM products
5. Monitor the preparation of processing equipment and areas	5.1 Identify procedures for pre-operational equipment checks in accordance with workplace policies and procedures, and manufacturer's instructions 5.2 Carry out and monitor pre-operational checks and procedures in accordance with workplace, food safety and regulatory requirements
6. Manage the production of UCFM and further processed products	6.1 Identify ingredients by type, quality and safety in accordance with product specifications and explain their functions 6.2 Identify types of meat, by-product, stock, additive, binder and spices selected in accordance with formulation specifications 6.3 Demonstrate handling requirements for ingredients (including starter culture) to prevent food safety hazards and ensure product quality and safety 6.4 Identify relevant processing equipment and explain operating procedures in accordance with manufacturer specifications 6.5 Describe relevant time, temperature and humidity requirements for fermentation, maturation and monitoring in accordance with product specifications, regulatory requirements and industry guidelines 6.6 Describe relevant consistency, appearance, texture and monitoring requirements in accordance with product specifications and regulatory requirements 6.7 Identify and assess procedures for rejecting, reprocessing and recalling products which fail to meet specifications or hygiene and sanitation requirements as measured against industry guidelines 6.8 Identify and monitor relevant processing area hygiene and sanitation requirements as specified in workplace procedures and regulatory requirements
7. Overview the implementation of the Approved Hazard Analysis Critical Control Point (HACCP) plan for the production of UCFM products	7.1 Identify Critical Control Points (CCPs) and control points for preventing and controlling bacterial contamination, including process controls and systems 7.2 Explain and implement control methods to prevent microbiological contamination 7.3 Identify critical limits for CCPs and implement monitoring processes 7.4 Describe validation requirements for critical limits of HACCP programs 7.5 Implement documented procedures which ensure out of control

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	CCPs are brought back under control and affected products are suitably handled 7.6 Implement documented procedures to ensure the whole HACCP system is regularly audited and verified as working effectively 7.7 Keep all documents and records required for the system available, up-to-date and in use

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

UCFM products must include knowledge of:

- caccitora
- chorizo
- csabai
- landjaeger
- Lebanon Bologne
- mettwurst
- polnische
- salami
- some cabanossi
- summer sausage
- Teewurst

Unit Mapping Information

MTMPS414B Monitor and overview the production of Uncooked Comminuted Fermented Meat (UCFM)	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX403 Monitor and overview the production of Uncooked Comminuted Fermented Meat (UCFM)

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must display an understanding of and manage the production processes for UCFM. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- apply relevant communication and mathematical skills
- maintain currency of knowledge and techniques through informal learning, regular professional development and personal research by using resources including the internet, industry journals, circulars from regulators and industry workshops
- demonstrate initiative and creativity in proposing solutions and contributing to the development of appropriate actions to resolve problems
- identify and apply relevant workplace health and safety and workplace requirements
- monitor production of UCFM to ensure compliance with workplace and regulatory requirements
- provide relevant information to work colleagues to facilitate understanding of, and compliance with the relevant Australian Standards and associated regulations
- use technology to access information, prepare reports, and to access and prepare relevant data

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- process involved in manufacturing UCFM
- purpose of fermentation
- raw materials storage and selection requirements
- fermentation control criteria for pH
- fermentation speed control
- purpose of maturation and drying
- maturation and drying speed control

© Commonwealth of Australia, 2025 Skills Insight

- impact of raw material on product quality and food safety
- water activity as a release criteria
- microbiological criteria in UCFM production and microbiological limits of UCFM, particularly the following significant microbial pathogens: enterohaemorrhagic Escherichia coli, Salmonella, enterotoxin of Staphylococcus aureus and Listeria monocytogenes
- physical hazards for UCFM products
- role of starter culture
- storage and handling requirements for starter culture
- product handling and release criteria
- impact of critical limits in a HACCP program for UCFM production
- procedures required to ensure products are fit for human consumption and meets regulatory, food safety and quality requirements
- implementation of the HACCP plan for the production of UCFM products

Assessment Conditions

Competency must be demonstrated through sustained performance over time, with an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

The following methods of assessment must be used:

- assignment focusing on understanding and application of principles and theory to workplace operations
- third-party referee report of sustained performance at appropriate level of authority and responsibility
- workplace project with a focus on enterprise environment and conditions

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX404 Conduct an internal audit of a documented program

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to conduct an internal audit of a documented program.

This unit is applicable to plant managers, Quality Assurance (QA) personnel, managers and marketing personnel who have a role in scheduling, preparing for and conducting an internal audit in a meat processing plant. The scope of the audit may include operational areas such as food safety, workplace health and safety, vendor and environmental programs. This may include industry standards and codes.

Work in this unit must be carried out to comply with the appropriate Australian Standard.

All work should be carried out to comply with workplace requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

© Commonwealth of Australia, 2025 Skills Insight

Pre-requisite Unit

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Plan the audit	1.1 Interpret audit schedule and plan and organise the timely conduct of internal audit 1.2 Determine objectives, scope and criteria of audit according to workplace requirements 1.3 Assemble and brief audit team, as required, about the objectives, scope and criteria of the audit 1.4 Notify those affected by and involved in the audit and document responsibilities according to workplace requirements 1.5 Notify stakeholders involved in an internal audit according to workplace requirements 1.6 Identify procedures, records and workplace documentation needed for the audit 1.7 Document evidence collection methods and sources to be used during the audit, including developing workplace checklists in accordance with workplace specifications 1.8 Conduct a document review prior to audit
2. Conduct the audit	2.1 Conduct an entry meeting with relevant parties to explain the purpose, scope and criteria for the audit, the methods to be used for conducting the audit, and procedures for reporting and following up results 2.2 Conduct an audit of the program in accordance with workplace and regulatory requirements 2.3 Use effective communication skills when conducting the audit 2.4 Collect verifiable objective evidence against the criteria of the audit 2.5 Make findings using the objective evidence against the audit criteria 2.6 Identify and categorise non-conformances according to workplace requirements 2.7 Record audit activity according to workplace requirements
3. Report on audit findings	3.1 Prepare an audit report, detailing areas of the program which were audited and findings against the audit criteria, including

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	non-conformances, where applicable 3.2 Document objective evidence according to workplace standards 3.3 Keep records of audit process, objective evidence and findings in accordance with workplace and regulatory requirements 3.4 Report findings according to workplace requirements
4. Confirm and close out corrective action	4.1 Verify the effectiveness of corrective actions 4.2 Maintain records of the effectiveness of corrective actions

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPS415A Conduct an internal audit of a documented program	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX404 Conduct an internal audit of a documented program

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must conduct an internal audit of at least one complete section of a documented program.

The candidate must:

- locate relevant commonwealth, state and/or territory legislation, regulations and related codes of practice and determine the legal responsibilities of the business
- locate relevant codes or compliance program requirements
- communicate the audit process, requirements and findings to relevant personnel clearly and accurately
- apply planning skills to ensure the smooth conduct of the audit process
- use negotiation skills to organise and facilitate audit processes, including following meeting procedures and resolving issues
- identify and follow an audit trail
- conduct research to identify, collect and analyse evidence
- gather, analyse and record data accurately
- plan and organise audit activities
- use information systems, technologies and software to manage security, authorisation and distribution of audit data and records
- interpret evidence and make a judgement on the level of compliance
- prepare well-balanced, factual and objective written audit reports

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- audit management processes to develop and implement an audit against an agreed plan, including an understanding of the scope/level of authority to revise the resource and allocate time allocations to take account of variation to plan
- legislation, regulations, orders, codes and standards applicable to the areas being audited
- communication methods relevant to different groups and audience

© Commonwealth of Australia, 2025 Skills Insight

- evidence appropriate for use in audit processes, including an understanding of the difference between objective and hearsay evidence and methods for recording and managing evidence to provide reliable reference information in the event that evidence is challenged
- evidence collection methods including record sampling and sample analysis, including an understanding of the evidence collection options relevant to a given audit situation, the reliability of each collection method and the range/extent of evidence collection methods required to ensure that audit outcomes are objective, consistent, fair and reliable
- legislation that impacts on acceptable communication methods and conduct including anti-discrimination, anti-harassment and privacy legislation
- methods used to identify Critical Control Points and establish critical limits, appropriate to the nature of the hazard, the requirements of the audit and the industry sector
- personal attributes required of an auditor
- the internal auditing policies and procedures of the workplace
- the structure, authority levels and lines of reporting within the organisation
- the underlying principles of risk-based approaches to controlling food safety hazards including HACCP as described in the Codex Alimentarius Guidelines
- vocabulary and terms relating to food safety, including terms and jargon used to describe technical processes, industry standards and common biological and chemical terms

Assessment Conditions

Competency must be demonstrated while conducting an internal audit of an operating meat processing enterprise.

All evidence must be collected in the context of current Australian meat industry standards and regulations.

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX405 Conduct statistical analysis of process

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to collect and analyse statistical information relating to meat processing.

This unit is applicable to managers and Quality Assurance (QA) personnel who are required to analyse monitoring and verification data of a meat production process.

All work is carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable solutions.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Collect and analyse statistical data drawn from the workplace	1.1 Select samples from a process line 1.2 Conduct statistical calculations on samples
2. Use statistical analysis to verify the process	2.1 Prepare relevant graphs and charts 2.2 Use a range of information and communications technology and software, including statistics management and analysis programs 2.3 Identify and analyse trends and cyclic patterns of control graphs 2.4 Prepare and present reports on the outcomes of the statistical analysis of monitoring data

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPS416A Conduct statistical analysis of process	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX405 Conduct statistical analysis of process

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must be collect and analyse statistical information relating to meat processing. The candidate must complete analysis and report on at least three data runs to achieve competency.

The candidate must:

- apply statistical information to the analysis and verification of a process
- calculate simple statistical measures
- cooperate with monitors to ensure accuracy and timeliness of data
- use a range of information and communications technology and software, including statistics management and analysis programs
- conduct trend analysis of meat processing data
- explain the verification process using statistical data
- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- perform basic statistical calculations on data from samples drawn from the workplace
- prepare control graphs and use charts as relevant
- prepare reports on the outcomes of the statistical analysis of monitoring data
- use and explain simple statistical measures, including mean, range, frequency, mode and median
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- statistical measures, including mean, range, frequency, mode and median
- available software systems to assist with analysis and report preparation

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

As a minimum, the following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

All evidence must be collected in the context of current Australian meat industry standards and regulations.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX406 Manage or oversee an external audit of the establishment's quality system

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to prepare for and respond to an audit of a quality system conducted by an external party.

This unit is applicable to managers and Quality Assurance (QA) personnel who facilitate external audits by regulators, accrediting agencies, customers or overseas reviewers.

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

The unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify audit dates	1.1 Document and schedule known or expected dates of external audits in accordance with workplace practices 1.2 Confirm dates and notify all relevant company personnel
2. Identify audit scope	2.1 Describe and convey audit scope to people affected by external audit processes
3. Identify audit team size and length/duration of the external audit	3.1 Identify audit team size and duration and make necessary notifications throughout the workplace
4. Review internal audit reports to check areas expected to be covered in the external audit	4.1 Conduct internal audits, where necessary, and develop reports in accordance with workplace policy and procedures 4.2 Review previous internal audit reports and production reports to identify past problem areas 4.3 Monitor and review previous problem areas 4.4 Review previous customer complaints that reflect on food production and safety
5. Make arrangements for the external audit process	5.1 Make arrangements for the external audit and confirm them with the auditors 5.2 Make arrangements for greeting the external auditors and the provision of a workplace guide in accordance with workplace requirements 5.3 Notify relevant internal departments of the arrangements 5.4 Determine roles and responsibilities of enterprise personnel in the audit process
6. Accompany the external auditors	6.1 Facilitate entry and exit interviews 6.2 Escort external auditors for the duration of the audit in accordance with established arrangements and workplace procedures
7. Report on the external audit	7.1 Report external audit finding in accordance with workplace requirements 7.2 Communicate external audit findings to relevant individuals 7.3 Follow up on external audit findings and take corrective action, where appropriate

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPS417A Manage/oversee an external audit of the establishment's quality system	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX406 Manage or oversee an external audit of the establishment's quality system

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must manage or oversee at least one complete external audit of the establishment’s quality system.

The candidate must:

- apply relevant communication and problem-solving skills
- work effectively as an individual and as part of a team
- demonstrate clear communication and interpersonal skills related to preparing for and participating in an external audit
- schedule, record the schedule and manage the planning for external audits
- ensure the quality systems covering the area to be audited are in place and effective as shown by internal audit reports
- identify and apply relevant workplace health and safety and regulatory requirements
- use available technology to prepare for and follow up external audits
- identify reports of internal and external audits and take corrective action
- maintain currency of knowledge through independent research and professional development

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- regulatory and other requirements for external audits
- technical and regulatory aspects covered by each external audit

Assessment Conditions

Competency must be demonstrated while managing or overseeing one complete external audit of the company’s quality system.

© Commonwealth of Australia, 2025 Skills Insight

As a minimum, the following thee forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time.

All evidence must be collected in the context of current Australian meat industry standards and regulations.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX407 Oversee export requirements

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to understand and identify export requirements for an Australian meat processing plant.

This unit is applicable to those employed in meat processing plants as government inspection staff, plant manager or Quality Assurance (QA) personnel.

All work should be carried out to comply with workplace, customer and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify major export legislation	1.1 Identify relevant legislation and describe its application to establishment 1.2 Identify export control orders and explain their application in accordance with customer specifications and work instructions 1.3 Access legislation on Electronic Legislation, Manuals and Essential References (ELMER)
2. Identify and describe importing country requirements	2.1 Access and apply information on importing country requirements 2.2 Perform specific importing country and export inspection procedures in accordance with regulatory requirements and workplace requirements
3. Identify the role of the federal Department of Agriculture	3.1 Describe the role of the Department of Agriculture 3.2 Identify the function of Department of Agriculture meat inspection staff 3.3 Identify the structure of the Department of Agriculture and the relevant chain of command
4. Identify Quality Assurance arrangements	4.1 Identify specific requirements for Department of Agriculture Approved Arrangement 4.2 Describe Department of Agriculture review, monitoring and auditing arrangements for Approved Arrangements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPS418A Oversee export requirements	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX407 Oversee export requirements

Modification History

Not applicable.

Performance Evidence

The candidate must oversee the export requirements for at least one enterprise section or department for a period of at least three months.

The candidate must:

- access and research legislation on the ELMER system and other appropriate electronic information systems
- gather, analyse and present complex information to colleagues
- identify and apply relevant workplace health and safety requirements
- identify orders relevant to specific operational situation
- use communication and information technology to access required information
- use relevant communication skills
- work with Department of Agriculture personnel

Knowledge Evidence

The candidate must demonstrate a broad factual, technical, procedural and theoretical knowledge of:

- role and jurisdiction of Department of Agriculture
- role and function of Department of Agriculture meat inspection staff
- ante-mortem and post-mortem inspection procedures for importing countries
- procedures for condemnation in export works
- main regulatory and legislative requirements for exporting product and their application to meat processing
- QA systems operating, monitored and audited by Department of Agriculture in export works

Assessment Conditions

All evidence must be collected in the context of current Australian meat industry standards and regulations.

A minimum of three different forms of assessment must be used.

Assessors must satisfy the current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX408 Coordinate contracts

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to coordinate the production, packaging and transportation of products to contracted markets in accordance with enterprise, customer and legal requirements. This unit is relevant to contracts in local, national and international markets.

The breadth of this unit makes it particularly useful for small and micro businesses in the retail, meat processing, smallgoods manufacturing and food service areas. In a micro or small business one person would have responsibility for overseeing contract management.

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Clarify characteristics of the client or market	1.1 Identify market regulations, controls and requirements 1.2 Analyse and check contractual requirements against production schedules 1.3 Confirm negotiations with agents, representatives, brokers and clients in accordance with enterprise requirements and ethical standards 1.4 Put contingency plans in place
2. Monitor production for clients and market	2.1 Negotiate and confirm supply of raw products and ingredients in accordance with market and enterprise requirements 2.2 Schedule production to meet contractual requirements 2.3 Meet product specifications, including customer, market and Quality Assurance (QA) requirements 2.4 Package products to maintain quality and meet customer and legal requirements
3. Coordinate product transportation	3.1 Schedule transport, freight and storage with carrier 3.2 Accurately complete documentation 3.3 Confirm insurance arrangements
4. Facilitate financial transactions	4.1 Accurately calculate costs, charges and payments in accordance with enterprise policies and negotiated contracts 4.2 Accurately calculate costs, charges and payments in appropriate currency 4.3 Monitor payments and receipts in accordance with enterprise procedures
5. Monitor contract coordination effectiveness	5.1 Assess performance against targets 5.2 Make recommendations for improvement

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMPSR401C Coordinate contracts	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX408 Coordinate contracts

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must coordinate the production, packaging and transportation of products to contracted markets in accordance with enterprise, customer and legal requirements. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- apply food safety and QA requirements where relevant
- apply problem-solving skills to resolve issues that impact on capacity to meet contractual obligations
- apply relevant mathematical skills
- calculate costs and prices for local, national and international markets, including the impacts of inter-market taxes, tariffs, duties, charges or exchange rates
- complete documentation accurately and on time
- use effective communication strategies, including cross cultural communication, to negotiate or confirm transactions in the marketplace including new, distant and diverse markets
- determine implications for the enterprise of information relevant to the sale of meat and meat products in a local, national and international context (including market regulations, agents' terms and conditions)
- identify and apply relevant workplace health and safety regulatory and workplace requirements
- identify and follow freight, insurance and banking procedures
- liaise, as required, with agents, representatives and brokers
- prepare schedules and coordinate supply, production, packaging and transhipment of product to meet contract specifications and deadlines
- review enterprise operations and processes to meet regulatory requirements
- use appropriate communication and information technology to complete communication, scheduling, monitoring and reporting tasks

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- legislation, regulations and codes of practice applicable to the production, sale, packaging and transportation of meat products in local, national or international markets, including legislative requirements and regulations for meat and other ingredients
- standard documentation required for local, national or international trade
- product specifications and enterprise contractual obligations
- negotiation and communication strategies appropriate for use with government agencies and business clients

Assessment Conditions

Competency must be demonstrated in the workplace while coordinating at least one complete contractual process, or coordinating ongoing contracts over a minimum period of three months. A workplace referee report could be used to confirm this.

All evidence must be collected in the context of current Australian meat industry standards and regulations.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX409 Prepare and evaluate resource proposals

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to prepare and evaluate the impact of resource proposals on enterprise operations and profitability. Resource proposals are prepared to determine potential costs and returns on investment in resources including personnel, new equipment, systems or procedures. The information presented in resource proposals assists in financial decision making and planning.

This unit is suitable for first line managers, supervisors and team leaders in all sectors of the meat industry.

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare resource proposals	1.1 Identify resource requirements in consultation with relevant personnel 1.2 Collect resource planning information in consultation with colleagues, including those with a specialist role in resource management 1.3 Clarify proposal objectives and ensure consistency with enterprise directions and goals
2. Evaluate feasibility of resource proposals	2.1 Analyse potential impact of resource allocation on enterprise operations 2.2 Identify realistic options and outcomes 2.3 Conduct and document cost or benefit analyses, including payback periods 2.4 Identify and assess risks associated with the proposal 2.5 Develop targets, goals and performance measures to evaluate performance of implemented strategies
3. Gain commitment to resource proposals	3.1 Refine proposal and consult with colleagues or team to gain commitment to proposal objectives. 3.2 Prepare proposal for presentation and discussion 3.3 Present proposal and recommendations to relevant personnel

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR402C Prepare and evaluate resource proposals	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX409 Prepare and evaluate resource proposals

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must prepare and present at least one resource proposal to meat processing enterprise management personnel.

The candidate must:

- assess potential impacts of the proposal on enterprise operations (including production and personnel)
- determine necessity and scope of the proposal in relation to enterprise directions and goals
- record, gather and consolidate financial information
- apply relevant mathematical skills
- assess risks associated with the proposal and recommend risk management strategies
- calculate net present value, internal rate of return and payback periods
- prepare departmental/section financial information for inclusion in enterprise/department budget
- interpret and prepare cash flow statements, profit and loss statements and asset and liabilities statements
- recommend strategies for obtaining resources including finance (including internal, external, re-allocation of resources, new resources or funds)
- prepare financial proposals which include costs, cash flow requirements, payback period and benefits
- consult and collaborate with colleagues and those potentially affected to refine the proposal
- promote the advantages and disadvantages of the proposal to relevant personnel and stakeholders
- develop performance indicators to measure outcomes of resource allocation/proposal
- identify and apply relevant workplace health and safety regulatory and workplace requirements
- research options, models and benchmarks relating to the proposal
- use communication skills to present and argue a case and prepare reports in language, style and format appropriate to the audience

© Commonwealth of Australia, 2025 Skills Insight

- use technology to analyse, prepare and present a range of data

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- variable and fixed costs relating to the operations of the department, cost centre or enterprise
- sources of information within the enterprise, including specialist personnel, information systems and documentation
- enterprise structure, scope of operations and relevant policies and procedures

Assessment Conditions

Resource proposals prepared for assessment must relate to an operating meat processing enterprise.

All evidence must be collected in the context of current Australian meat industry standards and regulations.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX410 Facilitate achievement of enterprise environmental policies and goals

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to facilitate the achievement of enterprise environmental goals. It includes developing a workforce understanding of and commitment to environmental responsibility and sustainability and techniques for monitoring and minimising environmental impact and waste.

Management of environmental impact is a high priority for the meat processing industry. All industry members are responsible for environmental management and sustainability.

This unit is applicable to for first line managers, including supervisors and team leaders in all meat industry sectors.

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Clarify enterprise policies and responsibilities for minimising environmental impact	1.1 Locate relevant company documents, policies and legal obligations and clarify requirements for enterprise operations 1.2 Explain responsibilities for minimising environmental impact to individuals and teams 1.3 Develop individual and team commitment to enterprise environmental management strategy
2. Implement environment management procedures	2.1 Plan work practices with colleagues to ensure compliance with workplace and legislative environmental management requirements 2.2 Implement work practices in accordance with legal requirements and standards for environment protection 2.3 Coach and mentor colleagues to support them in managing their responsibilities for environmental protection
3. Monitor, adjust and report performance	3.1 Measure environmental impacts including pollutants, emissions and waste in accordance with enterprise procedures and regulatory requirements 3.2 Identify, rectify and report actual and potential problems promptly and decisively to ensure environmental safety 3.3 Manage environmental hazards to minimise risks 3.4 Carry out waste recycling, reduction and disposal within legislative and enterprise requirements 3.5 Submit recommendations to improve environmental and waste procedures and controls to designated persons and groups 3.6 Inform individuals and teams about results of workplace environmental improvements 3.7 Maintain systems, records and reporting procedures in accordance with legal requirements
4. Investigate and report environmental non-conformance	4.1 Investigate and deal with non-conformance in accordance with legal requirements 4.2 Provide coaching and mentoring to support colleagues to acquire and apply competencies to meet legal requirements and associated standards 4.3 Implement, review and improve workplace environmental and waste minimisation practices to ensure lack of repetitious non-conformance

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR403C Facilitate achievement of enterprise environmental policies and goals	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX410 Facilitate achievement of enterprise environmental policies and goals

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must facilitate the achievement of enterprise environmental policies and goals for at least one section or department of the enterprise for a period of at least three months.

The candidate must:

- adjust and improve own work practice as a result of self-evaluation, feedback from others or in response to changed work practices or technology
- consult with stakeholders, individuals and teams to develop and review environmental procedures
- maintain currency of knowledge through independent research or professional development
- develop, in conjunction with managers, environmental targets for the section or department
- apply consultation, negotiation and mentoring skills in interactions with employees, managers, peers and technical experts
- determine and take corrective actions to eliminate or minimise environmental risks
- ensure that procedures are followed by all employees in the area of responsibility
- explain environmental management requirements, procedures and responsibilities clearly to individuals and teams, in appropriate styles, formats and language
- identify and apply relevant communication and mathematical skills
- identify environmental hazards and conduct risk analyses
- interpret monitoring information and take corrective action
- apply relevant workplace health and safety regulatory and workplace requirements
- investigate, analyse and report environmental incidents, in accordance with enterprise procedures
- measure and monitor pollutants, emission and waste levels for the area of responsibility
- prepare reports containing technical and mathematical information for employees, managers and peers
- recognise limits of own expertise seeking additional expertise when necessary

© Commonwealth of Australia, 2025 Skills Insight

- utilise informal and formal consultative strategies to build individual and team commitment to environmental goals and procedures

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- enterprise goals, targets and performance measures
- enterprise environmental management policies and legal obligations and responsibilities
- legal and regulatory requirements as applicable to enterprise

Assessment Conditions

All evidence must be collected in the context of current Australian meat industry standards and regulations.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX411 Foster a learning culture in a meat enterprise

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to integrate work and learning in a meat enterprise. This unit does not provide workplace trainer skills, but does describe the skills and knowledge required for people in leadership positions to monitor and facilitate workplace training and learning.

In the meat industry, workplace learning adds to performance and the competitive advantage of the business. The commitment of personnel in leadership roles to training and learning is essential.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Develop a learning culture in the enterprise	1.1 Demonstrate a commitment to, and value of learning through own personal performance 1.2 Include learning and training strategies as an integral part of work and performance plans 1.3 Reflect diversity of needs and opportunities in learning and training strategies and plans 1.4 Prepare and recommend resource proposals to support workplace learning 1.5 Ensure consultation and negotiation with training and development professionals results in the planning and provision of learning which enhances individual, team and organisational performance
2. Create learning opportunities to develop individual, team and organisational performance	2.1 Develop and support workplace environments and contexts which facilitate learning 2.2 Identify and promote external and internal opportunities for learning 2.3 Collaboratively develop learning plans to meet individual, team and organisational goals 2.4 Facilitate individual and team access to, and participation in, learning opportunities 2.5 Plan and provide individual and team learning and training in consultation with learners and training specialists, where appropriate
3. Facilitate and promote learning	3.1 Use workplace activities as opportunities for learning 3.2 Encourage personnel to take advantage of learning opportunities 3.3 Ensure coaching and mentoring contributes effectively to development of workplace knowledge, skills and attitudes 3.4 Share benefits of learning with others in team and organisation 3.5 Provide opportunities for learners to continue utilising and extending new skills and knowledge 3.6 Recognise workplace achievement through timely and appropriate recognition, feedback and rewards
4. Monitor and improve learning effectiveness	4.1 Monitor individual and team performance to determine the type and extent of required additional work-based support

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	4.2 Use feedback from individuals and teams to make improvements to future learning arrangements 4.3 Monitor effectiveness and efficiency of learning and training programs and prepare recommendations for improvement 4.4 Negotiate adjustments to learning plans and activities with training and development personnel to achieve improvements to learning effectiveness 4.5 Document and maintain learning plans, records and reports of competency in accordance with organisation systems and procedures

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR404C Foster a learning culture in a meat enterprise	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX411 Foster a learning culture in a meat enterprise

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must foster a learning culture in a meat enterprise. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- communicate openly and sensitively when negotiating learning opportunities and plans
- define the workplace learning opportunities within areas of responsibility, taking into consideration the requirements and limitations of the enterprise
- identify the areas that require the training services provided by training professionals
- develop and review learning plans, linked with individual and team goals and enterprise needs, in consultation with relevant personnel
- develop simple targets, goals and performance measures for evaluating outcomes of learning and training
- estimate resources required to support learning and training within the department or enterprise (including personnel, time, cost)
- facilitate and monitor the implementation of training and assessment schedules (including negotiating time release)
- maintain currency of knowledge through independent research or professional development
- apply relevant communication and mathematical skills
- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- identify and support internal coaches and mentors to provide support to individuals and teams
- identify learning opportunities and strategies which address the cultural, working and learning experiences and styles of individuals and team
- identify learning opportunities to support individual and team learning plans
- map learning and training strategies against individual, team and enterprise goals or priorities

© Commonwealth of Australia, 2025 Skills Insight

- negotiate training strategies and schedules with enterprise trainers and assessors and other training and development professionals, to meet enterprise needs
- promote and report the impact of training on the operation of the department or enterprise
- promote the sharing of skills and knowledge as a strategy for achieving personal and enterprise goals
- recognise the achievements of individuals promptly and appropriately, within enterprise requirements
- resource and encourage enterprise trainers and assessors (including ensure necessary equipment and materials are available) to provide and follow up training and assessment
- review learning plans, opportunities, strategies and outcomes with individuals or team

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- enterprise and employee obligations under industrial and training agreements relating to the provision of (workplace) training
- requirements and ethical considerations for the supervision of employees operating under formal training agreements and contracts (including trainees and apprentices)
- impact and outcomes of workplace learning on the competitive advantage of the enterprise
- range of internal and external learning opportunities available to enterprise personnel

Assessment Conditions

The candidate must demonstrate competency through sustained performance over time, at an appropriate level of responsibility and authority, and under typical enterprise operating and production conditions.

Assessment must be conducted under typical operating and production conditions for the enterprise.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX412 Build productive and effective workplace relationships

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to develop, maintain and model positive workplace relationships.

Effective workplace relationships contribute to a productive working environment and minimise conflict and disruption. This unit is applicable to first line managers, including supervisors and team leaders, working in a meat industry context.

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Gather and present information and ideas relevant to the job	1.1 Utilise information from appropriate sources to fulfil workplace responsibilities and to develop and refine alternative processes and solutions 1.2 Apply communication methods to take into account the purpose and the audience, including social and cultural diversity 1.3 Use communication strategies to keep relevant personnel informed about enterprise or department directions and activities 1.4 Provide clear and unambiguous guidance and direction to others, consistent with workplace responsibilities 1.5 Seek and value input from internal and external sources when developing and refining new ideas and approaches
2. Develop trust and confidence	2.1 Treat people with integrity, respect and empathy 2.2 Use enterprise social, ethical and business standards to develop and maintain positive relationships 2.3 Gain and maintain trust and confidence of colleagues, customers and suppliers through competent performance 2.4 Adjust interpersonal styles and methods to the social and cultural environment
3. Build and maintain networks and relationships	3.1 Use networking to identify and build relationships 3.2 Provide identifiable benefits for the team and organisation through networks and other work relationships with stakeholders
4. Manage difficulties to achieve positive outcomes	4.1 Identify and analyse problems and take action to rectify them with minimal disruption to performance 4.2 Ensure colleagues receive guidance and support to resolve their work difficulties 4.3 Use pro-active strategies to manage individual performance in accordance with organisational processes 4.4 Manage conflict constructively in accordance with organisational processes 4.5 Negotiate difficult situations to achieve results which are acceptable to participants and also meet organisational and legislative requirements

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR405C Build productive and effective workplace relationships	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX412 Build productive and effective workplace relationships

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must develop, maintain and model positive workplace relationships. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- accept and provide constructive feedback
- contribute to and support meetings (including team, department and maintenance meetings)
- cooperate with other supervisors and managers
- locate and evaluate information from a range of sources, using a range of available resources including the internet and journals
- maintain currency of knowledge through independent research or professional development
- demonstrate problem-solving and negotiation skills in a range of circumstances
- develop and implement consultative and participative approaches within own work practices
- encourage and respond to individual and team contributions
- gather and analyse alternative viewpoints, ideas and information to develop processes and strategies
- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- introduce strategies for improving workplace relationships (including coaching and mentoring)
- mentor and counsel individuals and teams, within enterprise procedures
- model positive and effective communication and interaction strategies while performing responsibilities
- monitor and diffuse potential conflicts and disputes, applying a range of strategies including the enterprise's established procedures
- resolve differences between employees, within enterprise processes

© Commonwealth of Australia, 2025 Skills Insight

- observe and respect enterprise confidentiality requirements and individual's privacy requests
- provide direction, instruction and guidance in ways that encourage cooperation
- recognise and discuss alternative suggestions, viewpoints and proposals
- review own actions and attitudes and describe their impact on colleagues
- seek feedback from colleagues and networks on own ideas and performance
- use available information and communications technology to facilitate two-way communication and understanding

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- the impact of enterprise social, ethical and business standards on workplace relationships
- factors which influence workplace relationships, including cultural and social characteristics, past experiences and industrial approaches
- networks and other sources of information which could assist in developing workplace relationships and building own knowledge and expertise
- strategies for building networks

Assessment Conditions

The candidate must demonstrate competency through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

Assessment must be conducted under typical operating and production conditions for the enterprise.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX413 Manage and maintain a food safety plan

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to manage a food safety plan.

Food safety is critical to public health and safety and the successful operation of meat industry businesses. This unit is applicable to managers in meat retail establishments, and supervisors and team leaders in smallgoods, meat processing and food services establishments, who maintain a food safety plan or system in a designated work area.

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Manage the implementation of the food safety plan	1.1 Explain food safety principles, procedures and requirements, including regulatory requirements, to the team 1.2 Develop team commitment to, and responsibility for, food safety 1.3 Develop and implement procedures to support the food safety plan 1.4 Provide training and mentoring to the team to assist implementation
2. Monitor the food safety plan and take corrective action	2.1 Monitor team implementation of the food safety plan 2.2 Complete records and reports accurately and on schedule 2.3 Take prompt action to correct non-conformance in accordance with enterprise and regulatory requirements 2.4 Identify and analyse causes of non-conformance 2.5 Implement control measures to prevent future non-conformance 2.6 Report non-conformance in accordance with enterprise requirements
3. Maintain the food safety plan	3.1 Seek feedback from all personnel to identify potential hazards, corrective actions and controls 3.2 Identify processes or conditions which could result in breaches of food safety procedures and take preventive or corrective action 3.3 Update corrective action and control procedures to improve food safety 3.4 Complete documentation in accordance with enterprise and regulatory requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

MTMPSR406C Manage and maintain a food safety plan	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX413 Manage and maintain a food safety plan

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must manage and maintain a food safety plan. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- collect, monitor and interpret data to identify trends and non-conformance
- communicate with a range of stakeholders, including customers, to convey information about food safety requirements and programs
- determine and take corrective action
- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- identify and review operations and practices for food safety improvement
- lead personnel and team in investigation of food safety incidents
- maintain currency of knowledge through independent research or professional development
- monitor records and documentation for accuracy and conformance
- respond to food safety incidents and implement food recall procedures as required
- review communication systems to minimise potential of misreporting and misunderstanding of food safety requirements, procedures and plans
- use a range of communication and team building strategies to gain team commitment to food safety
- use detailed product knowledge, including product characteristics and the requirements for safe preparation, processing, storage, handling, display, to monitor food safety
- use required problem-solving strategies when investigating non-conformance and reviewing the food safety system

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- enterprise Standard Operating Procedures (SOPs) and their role in the food safety system

© Commonwealth of Australia, 2025 Skills Insight

- enterprise monitoring procedures (including sampling, testing and maintaining required records and documents) and their purposes
- current technical and process knowledge for controlling hazards and improving the food safety system
- enterprise recall and traceability procedures
- food safety requirements and their importance to team members
- food safety risk assessment procedures
- Hazard Analysis Critical Control Point (HACCP) principles and the process for developing a food safety plan
- regulatory requirements that apply to the enterprise's food safety plan

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority under typical operating and production conditions for the enterprise.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX414 Assess and evaluate meat industry requirements and processes

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to assess and evaluate the role of the Australian meat industry as a part of the food processing sector. It also describes the requirements for working in meat processing.

This unit applies to food technologists, industry researchers, and to middle management personnel who are new to the industry. It includes gaining an understanding of the economic and political structure of the industry, production stages and methods, and key factors affecting meat safety, quality and market access.

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

Work in this unit must be carried out in accordance with Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Establish livestock production and transportation requirements	1.1 Explain production techniques impacting meat quality for the range of species involved 1.2 Explain the role and purpose of traceability requirements 1.3 Explain purchasing process and selling alternatives for livestock 1.4 Explain relationship between transportation arrangements and meat quality 1.5 Identify potential hazards to product quality, animal welfare and food safety from transporting livestock
2. Identify the sequence of operations for meat processing in an abattoir	2.1 Identify critical elements of the slaughtering process 2.2 Identify critical elements of the boning process 2.3 Explain the role and purpose of rendering 2.4 Explain offal processing requirements 2.5 Identify differences between export and domestic requirements
3. Explain factors affecting food safety and meat quality during processing	3.1 Describe key meat safety issues 3.2 Identify key legislation and regulations affecting meat processing 3.3 Explain impacts of seasonal and geographical factors on meat quality 3.4 Describe the nature and purpose of the Meat Standards Australia (MSA) program 3.5 Explain impacts of further processing on meat quality 3.6 Identify factors affecting shelf life and meat quality 3.7 Explain the nature and purpose of meat testing programs
4. Identify processes and process controls for a range of meat smallgoods	4.1 Identify differences between product sources 4.2 Identify key smallgoods products and production processes 4.3 Explain food safety requirements impacting smallgoods production
5 Describe the structure and nature of meat retailing in Australia	5.1 Identify differences between supermarket, independent and wholesale butchers 5.2 Explain regulatory requirements directly impacting meat retailing 5.3 Identify key meat product lines and the role of value-adding

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	5.4 Explain the impact of customer requirements and expectations 5.5 Explain food safety requirements impacting retail operations
6. Identify key issues and bodies that impact the Australian meat industry	6.1 Explain impacts of climatic factors on the meat industry 6.2 Explain key issues impacting meat industry employment 6.3 Review environmental impacts of a meat processing site 6.4 Explain impacts of changing customer expectations 6.5 Describe the role of key industry bodies

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR407A Assess and evaluate meat industry requirements and processes	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX414 Assess and evaluate meat industry requirements and processes

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must assess and evaluate meat industry requirements and processes. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- describe the livestock production and marketing, and retailing systems for the meat industry
- document the sequence of operations for livestock slaughter and meat processing
- define processes for a range of meat smallgoods
- describe production factors influencing meat quality and safety
- comply with industry requirements in relation to hygiene, workplace health and safety and other work practices.
- analyse and interpret work instructions, Standard Operating Procedures (SOPs), safety and hygiene procedures, and other workplace documentation
- identify livestock
- locate, and interpret industry information
- distinguish between meat products and production processes
- identify personal hygiene and operational sanitation procedures
- apply sustainable work practices

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- factors which impact on meat safety and quality through the supply chain
- the main animal welfare issues associated with producing and processing animals for human consumption
- main markets for meat
- common causes and impact of contamination
- the relationship between food safety and market access

© Commonwealth of Australia, 2025 Skills Insight

- the nature and structure of the Australian meat processing industry
- principles of Quality Assurance (QA) and traceability from paddock to retailer
- slaughtering and boning processes
- sources and nature of regulatory requirements that affect the meat processing industry
- nature and purpose of the AUS-MEAT and MSA programs
- customer requirements
- value adding of meat products

Assessment Conditions

Assessment must occur in a real or simulated workplace where the candidate has access to:

- production process and related equipment, manufacturers' advice and operating procedures
- equipment and facilities for carrying out slaughtering of livestock and processing of primary cuts of meat.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX415 Specify beef product using AUS-MEAT language

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to use AUS-MEAT language in defining beef specifications. Satisfactory completion of assessment conducted by AUS-MEAT is required before an individual can gain AUS-MEAT Accreditation for Beef Boning Room Standards Officers. Individuals who have satisfactorily completed AUS-MEAT Accreditation for Beef Boning Room Standards Officers will have satisfied the requirements for this unit of competency.

This unit prepares workers to work with beef cuts, specifications and cutting lines.

Individuals will be directly involved in demonstration and explanation of:

- achieving maximum yields and returns
- basic anatomy
- cutting lines
- detecting and recording defects
- product description
- specifications and verification

All work in this unit should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

© Commonwealth of Australia, 2025 Skills Insight

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify anatomical features of a beef carcase	1.1 Describe directions on a carcase using anatomical direction format 1.2 Locate and identify bones relevant to meat specifications in a beef skeleton 1.3 Identify major muscles relevant to meat specifications 1.4 Identify major glands and cartilage relevant to meat specifications
2. Identify and name meat products using the standard product description	2.1 Identify the nature and format of product specifications 2.2 Use, and correctly spell, standardised cut descriptions for naming meat products 2.3 Identify major muscles that make up each meat cut 2.4 Identify correct cutting lines for each product and use the correct anatomical features to describe them 2.5 Identify necessary alterations for any given meat product to comply with enterprise product specifications
3. Check beef product compliance with written specifications	3.1 Check beef product compliance with written specifications and describe principles of Quality Assurance (QA) 3.2 Describe sections of the workplace QA system related to ensuring beef product complies with AUS-MEAT product description requirements 3.3 Define and describe non-conforming products in relation to workplace requirement 3.4 Identify and monitor Critical Control Points (CCPs) in accordance with workplace requirements
4. Assess product compliance	4.1 Assess product compliance with written specifications in accordance with workplace and AUS-MEAT product description requirements 4.2 Identify and explain product descriptions given in written specifications 4.3 Take corrective action in the event of non-conformance with

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	beef product specifications
5. Measure and check product compliance against written specifications	5.1 Check cutting lines and muscle content in accordance with written specifications 5.2 Identify non-conforming product that can be altered to comply with relevant specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR408A Specify beef product using AUS-MEAT language	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX415 Specify beef product using AUS-MEAT language

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must use AUS-MEAT language in defining beef specifications. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- identify and apply standard beef primal cut names
- apply relevant communication and problem-solving skills
- identify and monitor Critical Control Points (CCPs) in accordance with workplace requirements
- identify and apply relevant workplace and regulatory requirements
- assess product compliance
- measure and check product compliance against written specifications
- identify and explain AUS-MEAT language specifications on beef product label
- identify non-conforming product in accordance with relevant specifications

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- anatomical features of a beef carcase
- beef primal cut names
- correct cutting lines products and the correct anatomical terms for describing them
- sections of the workplace QA system related to ensuring beef product compliance with AUS-MEAT product description requirements
- corrective action procedures for non-conforming products
- product specification points
- AUS-MEAT language specifications

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under normal enterprise or production conditions.

Assessment must consist of either:

- successful completion of standard AUS-MEAT assessment

or a minimum of:

- workplace demonstration
- quiz of underpinning knowledge
- workplace referee report of performance over time

Assessment must occur in the workplace under normal enterprise or production conditions.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX416 Specify sheep product using AUS-MEAT language

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to use AUS-MEAT language in defining sheep product specifications. This unit may also be used to specify goat product. Satisfactory completion of assessment conducted by AUS-MEAT is required before an individual can gain AUS-MEAT accreditation for Sheepmeat Boning Room Standards Officers. People who have satisfactorily completed AUS-MEAT Accreditation for Sheepmeat Boning Room Standards Officers will have satisfied the requirements for this unit of competency.

This unit prepares the workers to work with sheep cuts, specifications and cutting lines.

Individuals will be directly involved in demonstration and explanation of:

- achieving maximum yields and returns
- basic anatomy
- cutting lines
- detecting and recording defects
- product description
- specifications and verification

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

© Commonwealth of Australia, 2025 Skills Insight

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	**Performance criteria**
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify anatomical features of a sheep carcase	1.1 Describe directions on a carcase using anatomical direction format 1.2 Locate and identify bones relevant to meat specifications on a sheep skeleton 1.3 Identify major muscles relevant to meat specifications 1.4 Identify major glands and cartilage relevant to meat specifications
2. Identify and name meat products using standard product descriptions	2.1 Identify nature and format of product specifications 2.2 Use, and correctly spell, standardised cut descriptions to name meat products 2.3 Identify major muscles that make up each meat cut 2.4 Identify correct cutting lines for each product and describe them using correct anatomical terms 2.5 Identify necessary alterations for any given meat product to comply with enterprise product specifications
3. Check sheep products comply with written specifications	3.1 Check sheep products comply with written specifications and describe principles of Quality Assurance (QA) 3.2 Describe sections of the workplace QA system related to ensuring sheep products comply with AUS-MEAT product description requirements 3.2 Define and describe non-conforming products in relation to workplace requirements 3.4 Identify and monitor Critical Control Points (CCPs) in accordance with workplace requirements
4. Assess product compliance	4.1 Assess product compliance with written specifications in accordance with workplace and AUS-MEAT product description requirements 4.2 Identify and explain product description given in written specifications 4.3 Take corrective action in the event of non-conformance to

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	sheep product specifications
5. Measure and check product compliance against written specifications	5.1 Check cutting lines and muscle content in accordance with written specifications 5.2 Identify non-conforming products that can be altered to comply with relevant specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR409A Specify sheep product using AUS-MEAT language	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX416 Specify sheep product using AUS-MEAT language

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must use AUS-MEAT language to describe sheep product specifications. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- Identify and apply standard sheepmeat primal cut names
- apply relevant communication and problem-solving skills
- Identify and monitor Critical Control Points (CCPs) in accordance with workplace requirements
- identify and apply relevant workplace and regulatory requirements
- assess product compliance
- measure and check product compliance against written specifications
- identify and explain AUS-MEAT language specifications on sheepmeat product label
- identify non-conforming product in accordance with relevant specifications

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- anatomical features of a sheep carcase
- sheepmeat primal cut names
- correct cutting lines for products and the correct anatomical terms for describing them
- sections of the workplace QA system related to ensuring sheep product compliance with AUS-MEAT product description requirements
- corrective action procedures for non-conforming product
- product specification points
- AUS-MEAT language specifications

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under normal enterprise or production conditions.

Assessment must consist of either:

- successful completion of standard AUS-MEAT assessment

or a minimum of:

- workplace demonstration
- quiz of underpinning knowledge
- workplace referee report of performance over time

Assessment must occur in the workplace under normal enterprise or production conditions.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX417 Specify pork product using AUS-MEAT language

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to use AUS-MEAT language in defining pork product specifications. Satisfactory completion of assessment conducted by AUS-MEAT is required before an individual can gain AUS-MEAT accreditation for Pork Boning Room Standards Officers. People who have satisfactorily completed AUS-MEAT Accreditation for Pork Boning Room Standards Officers will have satisfied the requirements for this unit of competency.

This unit prepares the workers to work with pigmeat cuts, specifications and cutting lines.

Individuals will be directly involved in demonstration and explanation of:

- achieving maximum yields and returns
- basic anatomy
- cutting lines
- detecting and recording defects
- product description
- specifications and verification

All work in this unit should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

© Commonwealth of Australia, 2025 Skills Insight

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify anatomical features of a pork carcase	1.1 Describe directions on a carcase using anatomical direction format 1.2 Locate and identify bones relevant to meat specifications in a pork skeleton 1.3 Identify major muscles relevant to meat specifications 1.4 Identify major glands and cartilage relevant to meat specifications
2. Identify and name meat products using the standard product description	2.1 Identify nature and format of product specifications 2.2 Use, and correctly spell, standardised cut descriptions for naming meat products 2.3 Identify the major muscles that make up each meat cut 2.4 Identify correct cutting lines for each product and use the correct anatomical terms to describe them 2.5 Identify necessary alterations for any given meat product to comply with the enterprise product specifications
3. Check pork products comply with written specifications	3.1 Check pork products comply with written specifications and describe principles of Quality Assurance (QA) 3.2 Describe sections of the workplace QA system related to ensuring pork products comply with AUS-MEAT product description 3.3 Define and describe non-conforming product in relation to workplace requirements 3.4 Identify and monitor Critical Control Points (CCPs) in accordance with workplace requirements
4. Assess product compliance	4.1 Assess product compliance with written specifications in accordance with workplace requirements and AUS-MEAT product descriptions 4.2 Identify and explain product description given in written specifications 4.3 Take corrective action in the event of non-conformance with

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	pork product specifications
5. Measure and check product compliance against written specifications	5.1 Check cutting lines and muscle content in accordance with written specifications 5.2 Identify non-conforming product that can be altered to comply with specifications

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR410A Specify pork product using AUS-MEAT language	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX417 Specify pork product using AUS-MEAT language

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must use AUS-MEAT language to describe pork product specifications. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- identify and apply standard pork primal cut names
- apply relevant communication and problem-solving skills
- Identify and monitor Critical Control Points (CCPs) in accordance with workplace requirements
- identify and apply relevant workplace and regulatory requirements
- assess product compliance
- measure and check product compliance against written specifications
- identify and explain AUS-MEAT language specifications on pork product label
- identify non-conforming product in accordance with relevant specifications

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- anatomical features of a pig carcase
- pork primal cut names
- correct cutting lines for each product and the correct anatomical terms for describing them
- sections of the workplace QA system related to ensuring pork product compliance to AUS-MEAT product description requirements
- corrective action procedures for non-conforming products
- product specification points
- AUS-MEAT language specifications

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Competency must be demonstrated over time and under normal enterprise or production conditions.

Assessment must consist of either:

- successful completion of standard AUS-MEAT assessment

or a minimum of:

- workplace demonstration
- quiz of underpinning knowledge
- workplace referee report of performance over time

Assessment must occur in the workplace under normal enterprise or production conditions.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX418 Lead communication in the workplace

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to lead and promote effective communication in the workplace. It includes the skills and knowledge required for effective written and verbal communication.

This unit is applicable to supervisors, technical experts or managers in the meat retail, smallgoods, meat processing and food service sectors producing meat and meat products for domestic and export markets.

All work in this unit should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Engage in complex verbal communication	1.1 Facilitate and monitor group processes to support group objectives 1.2 Provide one-to-one interaction with team members to provide effective support 1.3 Explain work instructions to others 1.4 Negotiate work requirements and expectations with others 1.5 Use negotiation skills where appropriate 1.6 Use conflict resolution techniques where appropriate 1.7 Use problem-solving and decision making techniques where appropriate
2. Read complex text	2.1 Read, analyse and use written information to assist in overseeing workplace performance 2.2 Use technical information from written and electronic sources to examine and introduce new procedures and approaches for improving workplace performance
3. Prepare written information for a range of audiences and applications	3.1 Consolidate and summarise routine and specialist reports to convey key points 3.2 Write procedures and instructions related to existing and new functions and tasks for others to follow and implement

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR411A Lead communication in the workplace	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX418 Lead communication in the workplace

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must lead communication in the workplace. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must demonstrate competency while exercising suitable levels of authority in the workplace.

The candidate must:

- analyse written information from a variety of sources to assist in decision-making processes
- locate and extract relevant information from technical documentation
- convey information, which may be complex or technical or involve a change, to people who may not have a technical background
- explain and demonstrate communication styles relevant to conveying information to employees from a range of social, cultural and ethnic backgrounds
- convey workplace information, including work instructions, in a way that facilitates learning by others
- use relevant techniques to check that information has been understood
- use facilitation skills to ensure participation from all group members
- demonstrate conflict-resolution techniques
- demonstrate participative problem-solving techniques to resolve workplace problems
- resolve or progress issues in complex or hostile environments
- select and organise relevant routine information to:
  - clarify or explain issues or problems
  - offer suggestions for improvement
  - provide opinions
- identify and observe workplace health and safety requirements
- identify and observe regulatory and workplace requirements

© Commonwealth of Australia, 2025 Skills Insight

- prepare reports in a range of formats and language styles in accordance with audience needs
- utilise available information and communications technology to facilitate communication

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- the purpose of feedback and forms of feedback suitable for the workplace
- the purpose of reports and other documentation used in the work area
- roles and expectations of customers, suppliers and participants in the work process

Assessment Conditions

Assessment must include demonstration of competency in the workplace under normal working conditions.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX419 Participate in product recall

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to initiate and participate in a product recall.

This unit is applicable to plant managers, Quality Assurance (QA) personnel, managers and marketing personnel who have a role in implementing a product recall.

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered and assessed in the context if Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Participate in decision about disposition	1.1 Participate in making the decision about whether to recall a product, in accordance with according to regulatory, workplace and product specifications
2. Simulate a product recall	2.1 Identify criteria for a product recall in accordance with product specifications and workplace requirements 2.2 Identify and trace product to be recalled according to product specifications and workplace requirements 2.3 Identify individuals or groups involved in a product recall and describe their roles 2.4 Identify and describe steps in recall 2.5 Review product development in consultation with relevant personnel 2.6 Review manufacturing methods and quality control methods to prevent problems re-occurring

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR412A Participate in product recall	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX419 Participate in product recall

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must participate in a real or simulated product recall.

The candidate must:

- identify and implement the procedures for a product recall
- use communications technology including computers and telephones to facilitate product recall
- complete records of simulated product recall exercise and review to improve recall procedures
- identify and apply relevant workplace health and safety and regulatory requirements
- identify records of product identification and traceability and use them for trace forward
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- steps involved in implementing a product recall
- reasons and procedures for initiating a product recall

Assessment Conditions

Competency must be demonstrated utilising a documented product recall procedure and realistic data. Assessment can be based on participation in a comprehensive simulation.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX420 Participate in the ongoing development and implementation of a HACCP and Quality Assurance system

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to develop and manage a Hazard and Critical Control Point (HACCP)-based Quality Assurance (QA) program.

This unit is applicable to QA personnel and supervisors who are responsible for developing or implementing a HACCP-based QA system in a meat establishment.

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

The unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Involve management and staff in developing the quality system	1.1 Involve relevant staff members and managers in clarifying purpose and scope of program 1.2 Clearly define enterprise needs and expectations 1.3 Incorporate other systems, including AUS-MEAT, workplace health and safety and meat inspection in accordance with workplace needs
2. Establish the scope of the system	2.1 Define the scope of the HACCP-based quality system to encompass food safety, quality, regulatory compliance, animal welfare and preventative maintenance 2.2 Set up the system to prevent and control food safety hazards and other hazards, including product quality and workplace health and safety hazards 2.3 Seek consensus from relevant workplace areas on coverage and scope of system
3. Conduct hazard analysis and assessment	3.1 Assess every step in the production process for potential food safety hazards 3.2 Establish Critical Control Points (CCPs) to identify methods for preventing and controlling significant hazards 3.3 Establish critical limits for each CCP 3.4 Assign measurable or recognisable standards for each CCP to define the critical limits 3.5 Technically and scientifically validate critical limits
4. Ensure all documents, work procedures and processes required for the system are developed, available and in use	4.1 Describe all products and processes covered by the HACCP-based quality system in a standardised format defining product characteristics relevant to food safety 4.2 Review work instructions and Standard Operating Procedures (SOPs) for accuracy, relevancy and sufficiency to prevent potential hazards 4.3 Implement documented procedures for monitoring CCPs 4.4 Implement documented procedures designed to ensure any CCPs which are out of control are brought back under control, and any affected products are suitably handled 4.5 Implement documented procedures to ensure the whole HACCP system is regularly audited and verified as working effectively 4.6 Ensure availability, currency and current usage of all documents

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	and records required for system
5. Audit, verify and validate the system	5.1 Routinely revise, verify and validate HACCP plan through reassessing hazards, CCPs, critical limits, testing methods, and all related HACCP system procedures, to ensure their ongoing relevancy to plant operations 5.2 Take corrective action and record follow up on audit findings 5.3 Review HACCP system to account for any process or product changes

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR413A Participate in ongoing development and Implementation of a HACCP and Quality Assurance system	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX420 Participate in the ongoing development and implementation of a HACCP and Quality Assurance system

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must participate in the ongoing development and implementation of an HACCP and QA system. The candidate must demonstrate competency in the workplace while using an existing approved HACCP plan.

The candidate must:

- conduct monitoring of a CCP
- validate CCPs and critical limits
- record and analyse monitoring and verification data
- use relevant communication skills
- use communications technology including computers, as relevant to the task
- develop and implement changes in a HACCP-based QA system
- identify and apply relevant workplace health and safety, regulatory and workplace requirements

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- objectives of a HACCP-based QA system
- the process for validating critical limits and CCPs
- the role of pre-requisite programs and Good Manufacturing Processes (GMPs) in a HACCP-based program
- the process of auditing and verifying a HACCP-based QA system
- the steps involved in developing a HACCP-based QA system
- the steps involved in systematically introducing a HACCP-based QA system
- the documentation required to support a HACCP-based QA system

© Commonwealth of Australia, 2025
Skills Insight

Assessment Conditions

Assessment must involve working with actual realistic data and in the context of a HACCP plan that meets regulatory requirements.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025
Skills Insight

AMPX421 Establish sampling program

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to establish a sampling program in a meat processing plant.

This unit is applicable to Quality Assurance (QA) personnel and regulatory officers required to:

- establish a sampling plan for testing or monitoring meat and meat products
- prepare aseptic samples for testing
- report on testing results.

All work should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Establish and implement a valid sampling plan	1.1 Recognise and use sampling tables from AS 1199.1-2003 and AS 1199.0-2003 1.2 Determine scope and purpose of sampling 1.3 Determine acceptable quality levels in accordance with relevant Australian Standards 1.4 Determine sampling plans 1.5 Conduct sampling according to workplace requirements 1.6 Record and monitor test results Interpret and report test results to relevant personnel

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR414A Establish sampling program	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX421 Establish sampling program

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must establish a sampling program. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- establish a sampling plan in accordance with relevant Australian Standards
- demonstrate aseptic sampling techniques for micro-samples or swabs
- apply an appropriate level of mathematical skills to undertake accurate sampling
- utilise available workplace technology to establish, record and monitor sampling program data
- work effectively as an individual and as part of a team
- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- record sampling information accurately to meet workplace and regulatory requirements
- report test results to relevant personnel promptly
- use relevant communication skills

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- routine tests performed on meat or meat products in the plant
- preparation and analysis of specimens or samples
- requirements of relevant Australian Standards

Assessment Conditions

Competency must be demonstrated using the current Australian Standard and implementing an approved workplace procedure. Assessment must involve a demonstration of skills at a meat processing plant or related work situation.

© Commonwealth of Australia, 2025 Skills Insight

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX422 Develop and implement work instructions and SOPs

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to develop and implement work instructions and Standard Operating Procedures (SOPs). It addresses the planning and consultation process for development, validation and implementation of SOPs.

Work instructions and SOPs will be presented in written form and may utilise photographs or illustrations to emphasise a particular characteristic or feature required in the performance of the task. Format is sequential and uses a Plain English approach.

Work Instructions and SOPs will usually be developed by Quality Assurance Officers, regulators or supervisors in the meat processing industry, and will frequently address regulatory or customer requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify and scope the requirements of the work instructions and SOPs	1.1 Develop or select format in accordance with enterprise requirements 1.2 Accurately identify individual tasks and responsibilities to be covered 1.3 Determine the sequence of tasks to ensure efficiency is achieved 1.4 Ensure the sequencing of information is consistent with current or desired performance 1.5 Identify regulatory and customer requirements
2. Write work instruction or SOP	2.1 Ensure work instruction or SOP identifies key roles and responsibilities 2.2 Prepare document using formatting and language consistent with enterprise procedures 2.3 Include corrective actions and/or critical control points in the documentation 2.4 Include relevant safe work practices and hygiene requirements 2.5 Include photographs or illustrations where appropriate 2.6 Implement document version control procedures
3. Validate work instruction or SOP	3.1 Test written document for consistency with identified requirements and check that it supports workplace performance 3.2 Trial written document with personnel to confirm clarity and use of appropriate language 3.3 Ensure written document addresses workplace health and safety, hygiene and regulatory requirements where appropriate 3.4 Amend written document, as necessary, based on feedback from validation activities 3.5 Examine images and diagrams for accuracy and conformance to workplace and regulatory requirements

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
4. Implement work instruction or SOP	4.1 Obtain and record required approvals 4.2 Develop plan for implementation and communicate the details to appropriate personnel 4.3 Identify and address training requirements 4.4 Implement work instruction or SOP 4.5 Evaluate effectiveness of implementation 4.6 Ensure implementation records are stored appropriately

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMPSR415A Develop and implement work instructions and SOPs	E

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX422 Develop and implement work instructions and SOPs

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must develop or revise, and implement at least one work instruction or SOP.

The candidate must:

- perform tasks necessary to develop and validate work instructions or SOP
- implement the work instructions or SOPs
- assess implementation against the product specifications, workplace health and safety requirements, and ability to meet learning needs of relevant staff.
- collect, record and analyse data
- communicate with work teams and management
- communicate complex technical information to culturally diverse staff
- interpret product specifications, standards and production information
- use enterprise procedures to control document versions
- use computers to develop, control and store documentation
- develop plans
- prioritise tasks
- solve problems
- apply literacy skills to:
  - compile reports
  - use Plain English
  - interpret complex technical specifications or data
  - prepare detailed specifications, procedures and work instructions
  - read and interpret information
  - record and analyse data
  - report progress and technical information
- use numeracy skills to:
  - calculate time and other production data
  - estimate volume, mass and weight

© Commonwealth of Australia, 2025 Skills Insight

- gather and record data
- prepare technical reports

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- enterprise Standard Operating Procedures (SOPs)
- product specifications, quality objectives and production parameters
- sources of information relating to equipment and personnel capability
- special language requirements of the workplace
- the nature and sequence of the tasks being documented, time required to perform the task and the relevant product specifications
- the processes for validating documents
- workplace health and safety requirements
- document version control
- workplace chain of communication
- implementation processes
- record keeping requirements.
- communication techniques appropriate for culturally diverse workforce
- Hazard Analysis Critical Control Point (HACCP) and food safety plan
- legal and regulatory requirements impacting the Australian meat processing industry
- methods available to regulate production flows and temperature control
- product and process specifications
- organisational communication systems
- production systems, including corrective actions and control points
- validation techniques

Assessment Conditions

Assessment must be conducted in the workplace.

A minimum of three different assessment tasks must be used.

As a minimum, assessment must consist of:

- project writing, rewriting, or modifying existing work instructions or SOPs (work or scenario based), completing a validation process and developing an implementation plan
- workplace referee's report.

Assessors must satisfy current standards for RTOs.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX423 Supervise new recruits

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to support, mentor and develop new recruits. It includes an understanding of the roles and responsibilities of first line managers in defining and communicating expectations, providing appropriate learning environments, and providing mentoring and feedback to support the retention and development of new recruits.

This unit is applicable to individuals who are responsible for supervising, developing and managing new recruits. Typically this unit would be applicable to first line managers, including supervisors and may also apply to team leaders.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Communicate work requirements and expectations	1.1 Identify information requirements for new recruits 1.2 Communicate enterprise policies, performance requirements and responsibilities to new recruits 1.3 Make information available to new recruits in appropriate and accessible formats

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	1.4 Adjust communication methods to account for the purpose and the audience, factoring in social and cultural diversity 1.5 Model appropriate work behaviours and procedures in personal conduct 1.6 Identify, facilitate and resolve (within level of responsibility) individual and team issues in relation to developing and managing new recruits
2. Provide an appropriate learning environment for new recruits	2.1 Establish learning and development plans for new recruits and monitor progress in conjunction with human resources personnel 2.2 Estimate and secure resources required to support informal and formal learning and training 2.3 Monitor implementation of workplace policies to ensure the workplace and learning environment conforms with industrial, customer and legal requirements 2.4 Arrange opportunities for new recruits to develop and apply skills and knowledge 2.5 Establish patterns of work organisation and job rotation to reinforce learning
3. Provide regular and timely feedback on performance	3.1 Monitor progress and performance of new recruits 3.2 Identify signs of poor or unacceptable practices 3.3 Investigate reasons for poor or unacceptable performance 3.4 Provide structured feedback to new recruits 3.5 Identify and agree strategies for addressing the performance gap with the new recruit 3.6 Confirm progress or take appropriate follow up action through ongoing monitoring

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMP407B Supervise new recruits	E

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX423 Supervise new recruits

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must supervise new recruits. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must:

- establish effective relationships with new recruits in the nominated work area
- apply appropriate communication skills to manage conflict and facilitate resolution of issues, disagreements or disputes
- apply interpersonal skills including appropriate questioning, listening and feedback techniques
- maintain currency of knowledge and techniques through informal learning, regular professional development or personal research
- foster effective teamwork by recognising and utilising individual strengths
- ensure that appropriate behaviours and procedures are consistently observed by all personnel in the work area
- ensure that new recruits have adequate opportunity to learn, apply and practice new skills and knowledge
- ensure availability of relevant and appropriate information describing behaviour and performance expectations for new recruits; this includes information on policies and procedures, corporate values, and production targets or work outcomes
- identify and apply relevant workplace health and safety, regulatory and workplace requirements
- identify legal requirements and personal and company responsibilities in relation to managing new recruits
- identify and conform with enterprise and employee obligations under industrial arrangements and training agreements in relation to the provision of (workplace) training
- investigate causes of poor or unacceptable work performance in consultation with new recruits
- model behaviour consistent with company policies and procedures
- monitor individual performance, identify performance gaps and develop strategies in consultation with human resources personnel
- monitor progress towards achieving agreed conduct and/or performance improvements

© Commonwealth of Australia, 2025 Skills Insight

- plan and undertake structured feedback or appraisal of new recruits
- provide regular feedback to new recruits to foster confidence and appropriate workplace behaviours

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- workplace feedback and performance management systems and responsibilities in the workplace, including personal level of authority in relation to performance counselling and disciplinary procedures
- applicable legislation and Fair Work Australia requirements
- conflict management techniques
- workplace policies and procedures

Assessment Conditions

Competency must be demonstrated in the workplace whilst working with new recruits over time and under typical operating and production conditions for the enterprise.

A minimum of three different forms of assessment must be used.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX424 Raise and validate requests for export permits and Meat Transfer Certificates

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to raise and validate Requests For (export) Permits (RFPs) and Meat Transfer Certificates (MTCs).

This unit applies to enterprise personnel who have responsibility for preparing this documentation. These individuals require a knowledge and understanding of the entire process of training and validating RFPs etc. The importance of having a robust system in the enterprise's Approved Arrangement which fulfils the requirement for full traceability and accuracy of the information required for the generation of the RFPs and MTCs is also critical to this unit.

All work in this unit should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Explain the nature and purpose of export documentation	1.1 Identify nature, purpose, and process for preparing an RFP 1.2 Identify nature, purpose, and process for preparing an MTC 1.3 Explain nature and purpose of export permits 1.4 Identify the nature, purpose, and process for preparation of a health certificate (or meat export certificate) 1.5 Explain the nature and purpose of the EXDOC system 1.6 Explain the relationships between various forms of export documentation 1.7 Identify electronic systems used to collect and process data
2. Identify evidence of traceability from live animals to the point of raising the health certificate	2.1 Identify and explain information contained on a National Vendor Declaration (NVD) 2.2 Identify and explain information collected through the National Livestock identification System (NLIS) and its relationship with the NVD 2.3 Identify and explain segregation and identification processes on the slaughter floor, offal room and in the boning room 2.4 Identify and explain segregation and identification processes in the chiller, packing room and load out 2.5 Explain enterprise processes for tracing back from carton to farms of origin
3. Identify roles of enterprise personnel in raising and validating export documentation	3.1 Explain management responsibility as identified in Approved Arrangement 3.2 Identify and explain responsibilities of individuals who prepare and input into traceability documentation across the enterprise 3.3 Identify enterprise personnel with responsibility for validating information collected across the entire process 3.4 Identify enterprise personnel with responsibility for verifying information contained in electronic labelling systems 3.5 Identify enterprise personnel with responsibility for correcting identified errors
4. Gather information to raise export documentation	4.1 Identify and explain specific customer requirements related to the Health Certificate and explain how these are addressed in the traceability system 4.2 Explain enterprise process for the preparation of export

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	documentation 4.3 Prepare required documentation in accordance with regulatory and enterprise requirements
5. Verify and validate prepared documentation	5.1 Distinguish between enterprise and regulator roles in verification and validation 5.2 Check prepared documentation 5.3 Implement processes for correcting errors, where necessary 5.4 Validate prepared information, where appropriate 5.5 Maintain ability to use the required Information Technology systems 5.6 Maintain enterprise records as required
6. Comply with regulatory, customer and workplace requirements	6.1 Consistently complete and check workplace documentation to required standards 6.2 Maintain currency with customer and regulatory requirements 6.3 Identify and implement ongoing training requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX424 Raise and validate requests for export permits and Meat Transfer Certificates

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must raise and validate requests for (export) permits and Meat Transfer Certificates. Demonstration of consistency of performance over time is essential in this unit.

Candidates must:

- prepare export documentation accurately and consistently
- verify traceability from loadout back to producer(s)
- verify the accuracy of prepared documentation
- identify and correct errors in accordance with regulatory and enterprise requirements
- identify processes and information required to address specific customer requirements
- validate prepared documentation
- maintain required records
- use electronic systems associated with preparing export documentation
- identify required system improvements and work with relevant enterprise personnel to facilitate implementation
- follow workplace health and safety, biosecurity and equal employment requirements

Knowledge Evidence

Candidates must demonstrate a broad factual, technical and theoretical knowledge of:

- customer, regulatory and enterprise requirements related to preparing and validating export documentation
- enterprise responsibilities related to the preparation of export documentation under the Approved Arrangement
- roles and responsibilities of regulatory personnel
- enterprise traceability systems
- verification and validation processes and responsibilities
- the registration process for an RFP validator
- roles and responsibilities of an RFP validator

© Commonwealth of Australia, 2025 Skills Insight

- the consequences associated with inaccurate or incomplete export documentation
- the process associated with an RFP amendment request
- as appropriate, methods to identify and resolve issues related to timeline faults; trade description problems; cut codes; label printing and placement errors; electronic system failure; raising claims; incorrect dates; incorrect container numbers; wrong seal numbers

Assessment Conditions

Assessment must be conducted in a meat export establishment.

As a minimum, assessment must consist of the following three forms of assessment:

- workplace referee report
- knowledge test
- five test validations

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX425 Conduct a document review

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to undertake a document review of a company's Approved Arrangement or Quality system for compliance with regulatory and commercial requirements.

Document reviews of an Approved Arrangement or Quality System may be carried out by a Quality Assurance Officer/team or a regulatory authority. They may also be carried out by third party providers.

Candidates must demonstrate industry recognised technical expertise in the area being audited.

This unit is applicable to individuals who are responsible for supervising, developing and managing new recruits. Typically this unit would be applicable to first line managers, including supervisors and may also apply to team leaders.

This unit must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Plan the document review	1.1 Determine the objective(s), scope and criteria of the document review 1.2 Identify relevant and current regulatory and commercial requirements 1.3 Define audit client and reporting processes 1.4 Select an audit team with appropriate technical expertise against the scope
2. Develop document review checklist	2.1 Develop checklist against criteria 2.2 Ensure the checklist covers all applicable regulations and/or commercial requirements as defined by the scope
3. Conduct document review	3.1 Identify and retrieve required enterprise documents for review 3.2 Review documents against the prepared checklist and determine compliance with each element on the checklist 3.3 Identify and raise non-conformances against nominated criteria
4. Report on outcomes of document review	4.1 Collate and report on findings according to workplace requirements 4.2 Consult with relevant personnel and raise corrective actions where required according to workplace requirements 4.3 Close out audit
5. Confirm and close out corrective actions	5.1 Evaluate and report the effectiveness of the corrective action after an agreed time interval 5.2 Close out Corrective Actions according to workplace requirements

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Unit Mapping Information

New unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX425 Conduct a document review

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidates must conduct a document review.

The candidate must:

- complete at least one document review of a section of the Approved Arrangement or Quality System within area of technical expertise
- establish the authenticity of the documents being audited
- identify and assemble documents for a minimum of one audit of an Approved Arrangement or Quality System
- develop and validate a checklist for the audit
- verify compliance with regulatory systems and/or commercial requirements
- explain the process of audit and the reasons for the findings made
- be able to reference the specific requirement that has not been met when a non-conformity is issued
- plan and organise audit activities to conduct the audit effectively
- use information systems, technologies and software, where applicable, to manage security, authorisation and distribution of audit data and records
- interpret evidence and make a judgment on the level of compliance
- prepare well-balanced, factual and objective written audit reports
- use communication methods relevant to different groups and audience

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- the specified regulatory and commercial requirements and their impact on the nominated enterprise
- audit management to develop an audit plan and audit processes
- legislation, regulations, orders, codes and standards applicable to the areas being audited
- the structure, authority levels and lines of reporting within the organisation

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment may take place using a sample Approved Arrangement or Quality Assurance system; however, all evidence collected must meet minimum regulatory and commercial requirements.

All evidence must be collected in the context of current Australian standards and regulations, as well as commercial standards which relate to the enterprise.

The assessor and/or assessment team must demonstrate a current working knowledge of the nature, structure and purpose of Approved Arrangements or Quality Assurance system and the regulatory and commercial requirements impacting the nominated enterprise.

The following three forms of assessment must be used:

- Written test or quiz
- Workplace Project
- Workplace referees report

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX426 Undertake chiller assessment to AUS-MEAT requirements

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to manage product in chillers, in terms of product quality and specifications, in accordance with AUS-MEAT requirements.

AUS-MEAT chiller assessment provides a means of describing saleable meat characteristics including meat colour, fat colour, marbling, eye muscle area, subcutaneous and total rib fat measurements and maturity.

This unit is applicable to supervisors and Quality Assurance (QA) staff who wish to become AUS-MEAT accredited chiller assessors.

All work in this unit should be carried out to comply with workplace and regulatory requirements.

This unit applies to individuals who take responsibility for their own work and the work of others within known parameters.

This units must be delivered and assessed in the context of Australian meat industry standards and regulations.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Conduct AUS-MEAT chiller Assessment	1.1 Monitor product daily to ensure compliance with AUS-MEAT Chiller Assessment pre-conditions 1.2 Assess beef carcases for marbling, meat and fat colour scores in accordance with the AUS-MEAT chiller assessment standards 1.3 Assess beef carcases for eye muscle area, subcutaneous and total rib fat and carcase maturity 1.4 Correctly allocate the Grain Fed (GF) and Grain Feed Young Beef (GFYG) symbols to beef carcases 1.5 Manage chiller assessment equipment
2. Monitor chiller temperature	2.1 Monitor temperature of product daily to meet AUS-MEAT Chiller Assessment requirements and product specifications, workplace procedures and regulatory requirements 2.2 Maintain temperature of chiller to ensure product quality and to meet product specifications 2.3 Correct changes to temperature to maintain product quality and specifications
3. Monitor product handling and identification	3.1 Identify and label products in accordance with product specification, customer and workplace requirements 3.2 Identify and maintain AUS-MEAT requirements for carcase feedback

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX426 Undertake chiller assessment to AUS-MEAT requirements

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Performance Evidence

The candidate must undertake chiller assessment in relation to AUS-MEAT requirements.

Competency must be demonstrated by assessing beef carcases using the AUS-MEAT Chiller Assessment Standards. Candidates will be assessed for their accuracy in meeting the chiller assessment requirements by applying the correct techniques and measurement to the allocated carcases. Candidates will conduct runs on a significant number of carcases to achieve the outcomes required.

The candidate must:

- apply mathematical concepts to monitoring procedures (including temperature checks and adjustments)
- apply relevant communication skills
- identify AUS-MEAT Chiller Assessment pre-conditions
- assess carcases in accordance with AUS-MEAT requirements
- complete documentation, including accurate feedback outcomes
- use available technology to record, gather and interpret product-monitoring data
- correlate to the AUS-MEAT Chiller Assessment requirements using the Onsite Correlation and Practice Program (OSCAP)

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

- AUS-MEAT Chiller Assessment requirements
- product quality monitoring processes
- Importance of AUS-MEAT Chiller Assessment
- procedure for determining non-conformance

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in an operating meat processing plant.

Candidates will be required to complete the required correlations using the OSCAP program. This will be conducted in their own workplace.

Candidates must successfully complete the AUS-MEAT Chiller Assessment Course requirements.

Assessors must satisfy current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPX427 Dry age meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Application

This unit describes the skills and knowledge required to dry age meat.

This unit is applicable to meat retailing.

This unit should be delivered and assessed using appropriate dry ageing equipment and controlled environments.

All relevant food safety regulations must be followed when delivering and assessing this unit.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

All work should be carried out to comply with workplace procedures, customer requirements and product specifications.

This unit applies to individuals who work under broad direction and take responsibility for their own work including limited responsibility for the work of others. They provide and communicate solutions to a range of predictable problems.

This unit must be delivered and assessed in the context of Australian meat processing standards and regulations.

Pre-requisite Unit

Nil.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare for dry ageing	1.1 Explain the purpose of dry ageing 1.2 Describe the optimum dry aged product 1.3 Describe the dry ageing process 1.4 Explain the difference between dry ageing and wet ageing 1.5 Describe the regulatory requirements for storage and processing
2. Prepare and assess dry ageing equipment	2.1 Prepare dry ageing cabinets and equipment following manufacturers' guidelines 2.2 Explain the temperature, humidity and air-flow requirements for an effective dry ageing process 2.3 Check dry ageing cabinets and equipment for faults 2.4 Sanitise dry ageing equipment according to workplace requirements
3. Select meat for dry ageing	3.1 Select suitable meat for dry ageing according to workplace, and regulatory 3.2 Identify meat with the correct characteristics for dry ageing
4. Prepare meat for dry ageing	4.1 Prepare meat to workplace, workplace health and safety, QA and regulatory requirements 4.2 Identify sub- standard or contaminated product and take corrective action 4.3 Correctly place product in dry age cabinets to allow adequate air circulation 4.4 Space product according to workplace and manufacturers specifications
5. Monitor the dry ageing process	5.1 Dry age meat according to workplace, workplace health and safety, QA and regulatory requirements 5.2 Monitor and record temperature during dry age process 5.3 Perform testing according to regulatory requirements 5.4 Monitor dry ageing process regularly and take appropriate corrective action as required
6. Prepare dry aged meat for sale	6.1 Prepare dry aged meat for sale according to workplace, workplace health and safety, QA and regulatory requirements 6.2 Trim meat, fat and bone to workplace requirements 6.3 Identify sub- standard or contaminated product and take

© Commonwealth of Australia, 2025 Skills Insight

Element	Performance criteria
	corrective action
7. Cost and price dry aged meat	7.1 Determine actual cost of dry aged meat by weighing product before dry ageing compared to finished saleable product 7.2 Calculate sale price to achieve required return according to enterprise targets and goals 7.3 Calculate yield of dry aged meat

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

New unit - no equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for AMPX427 Dry age meat

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Performance Evidence

The candidate must undertake the entire process of dry ageing in a registered meat retail premises or simulated environment using appropriate dry ageing cabinets and equipment that meet all relevant regulatory requirements.

The candidate must:

- check, prepare and sanitise dry ageing cabinets and equipment prior to use
- select, weigh and prepare suitable meat for dry ageing to workplace requirements
- follow workplace health and safety, regulatory and for dry ageing meat
- demonstrate familiarity with regulatory requirements related to dry ageing meat products
- identify sub- standard or contaminated product throughout the entire dry ageing process and take corrective action
- hang/store meat for dry ageing appropriately
- monitor and record temperatures throughout the dry ageing process
- undertake testing according to regulatory requirements
- store dry-aged meat according to regulatory requirements
- follow manufacturers', workplace health and safety and hygiene and sanitation requirements for the use of machines and equipment used in the dry ageing process
- prepare dry aged meat for retail sale including:
  - boning carcase or primal
  - trimming fat
  - trimming dried surfaces
  - slicing
- identify the contamination risk associated with dry aged meat and take appropriate control measures
- calculate yield of dry aged meat
- cost and price dry aged meat

Knowledge Evidence

The candidate must demonstrate a broad factual, technical and theoretical knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- food safety and hygiene relevant to dry ageing of meat
- purpose of dry ageing
- difference between dry ageing and wet ageing processes
- cleaning and sanitation procedures for dry ageing cabinets and equipment
- possible effects on health of inadequate dry ageing processes
- possible effects of temperature fluctuations, humidity levels and air circulation on product
- workplace health and safety, regulatory and quality assurance requirements for dry ageing meat
- characteristics of meat that are suitable for dry ageing
- the effects of enzymes during dry ageing on meat proteins and connective tissue
- correct temperature and storage conditions for dry ageing meat
- cross contamination risks and controls
- workplace and regulatory requirements for recording information during the dry age process
- mathematical skills relevant to the task

Assessment Conditions

Competency must be demonstrated over time and under typical operating conditions for the enterprise.

Assessment must occur in the workplace under normal operating conditions or in a simulated environment.

The following three forms of assessment must be used:

- quiz of underpinning knowledge
- workplace demonstration
- workplace referee or third-party report of performance over time

Assessors must satisfy the current standards for RTOs.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

BSBCOM501 Identify and interpret compliance requirements

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to identify and interpret the range of internal and external compliance requirements and obligations that must be fulfilled by an organisation.

It applies to individuals who use their sound theoretical knowledge of compliance and skills in identifying compliance requirements to plan, carry out and evaluate their own work and/or the work of a team.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Unit Sector

Regulation, licensing and risk – compliance

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Clarify the scope of operations	1.1 Identify and review the relevant range of operations and the sphere of business arrangements of the organisation 1.2 Conduct an analysis of the operations and business arrangements of the organisation and identify the functions, products and services that may be subject to compliance requirements 1.3 Develop and document work activity plans for determining

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	relevant compliance requirements 1.4 Obtain approval of plans from relevant organisational personnel
2 Identify compliance requirements	2.1 Conduct a search of information on internal and external compliance requirements using appropriate search resources, including relevant Australian and international standards 2.2 Ensure the search of compliance requirements scans across all relevant jurisdictions of laws, regulations, and industry and organisational codes and standards and identify pertinent compliance requirements 2.3 Progressively review information collected in terms of its relevance to the organisation's operations, services and products 2.4 Organise and store gathered information on relevant compliance requirements in an appropriate format for further analysis
3 Interpret, analyse and prioritise identified compliance requirements	3.1 Review and interpret collected information in terms of its relevance to the organisation's functions, services and products 3.2 Discuss and clarify with relevant internal or external personnel ambiguities, uncertainties and problems experienced in interpreting identified compliance information 3.3 Identify, analyse and prioritise relevant compliance requirements in terms of critical implications for the organisation and risks and consequence of possible breaches 3.4 Group pertinent compliance requirements into those that are critical and central to the organisation's operations, those that are important in some circumstances but are not central to the organisation's operations, and those that are pertinent but are incidental to the organisation's operations
4 Document compliance requirements	4.1 Organise and document outcomes of the identification and interpretation activities 4.2 Prepare and communicate reports of relevant compliance requirements and assessment of implications to relevant personnel performing specific compliance management functions

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

© Commonwealth of Australia, 2025 Skills Insight

Skill	Performance Criteria	Description
Reading	1.1, 1.2, 2.1, 2.2, 2.3, 3.1, 3.3, 3.4	• Identifies, interprets, analyses or reviews complex texts from various sources to determine legal requirements, organisational operations, specific requirements and responsibilities
Writing	1.2, 1.3, 1.4, 2.4, 3.2, 3.3, 3.4, 4.1, 4.2	• Collates and compiles results of research and analysis using appropriate technical language and organisational formats • Develops materials to convey information, requirements or recommendations using language and structure appropriate to the audience
Oral Communication	1.4, 3.2, 4.2	• Presents specialised information using structure and language to suit the audience • Uses appropriate techniques, including active listening and questioning, to seek approvals and to confirm understanding
Navigate the world of work	1.2, 2.2, 3.1, 3.3	• Takes full responsibility for following policies, procedures and legislative requirements and identifies organisational implications of new legislation or regulations
Interact with others	1.4, 3.2, 4.2	• Identifies and uses appropriate conventions and practices when communicating with internal and external personnel
Get the work done	1.1, 1.3, 2.1-2.4, 3.1, 3.3, 3.4, 4.1, 4.2	• Plans, organises and implements activities required to identify, prioritise and document compliance requirements • Systematically gathers, analyses and evaluates all relevant information in order to make informed decisions about management of compliance breaches • Uses digital tools and systems to locate, organise and share information in effective ways

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status

© Commonwealth of Australia, 2025 Skills Insight

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBCOM501 Identify and interpret compliance requirements	BSBCOM501B Identify and interpret compliance requirements	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBCOM501 Identify and interpret compliance requirements

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- analyse an organisation's operations to identify areas subject to compliance requirements
- interpret and analyse information from Australian and international standards, legislation, regulations, industry and organisational codes of practice to determine their relevance to the organisation
- document and store the outcomes of identification and interpretation activities related to the organisation's compliance requirements
- report on key compliance requirements and the implications of these for the organisation.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- outline elements of compliance programs and related management systems breaches
- identify relevant Australian and international standards.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the compliance field of work and include access to:

- relevant Australian and international standards, laws, regulations, industry and organisational codes and standards
- appropriate computer resources for online searching
- case studies and, where possible, real situations.

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBCOM601 Research compliance requirements and issues

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to explore and investigate various aspects and issues associated with compliance requirements and a related compliance program/management system.

It applies to individuals in regulatory authorities or large organisations with responsibilities related to identifying and investigating impacts, issues and policy implications of various aspects of compliance. It also applies to internal or external consultants who carry out research activities for clients on various aspects of compliance as a compliance researcher or member of a compliance management team.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Unit Sector

Regulation, Licensing and Risk – Compliance

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Clarify the purpose and scope of the research	1.1 Confirm and clarify the purpose and scope of the required compliance related research in collaboration with the client/s and relevant internal and/or external personnel 1.2 Document the purpose and scope of the required research in accordance with organisational and/or client requirements

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
2 Develop the research plan	2.1 Develop a suitable research methodology to enable sufficiently valid and reliable outcomes for the required research 2.2 Prepare the research plan for the proposed project 2.3 Obtain approval of plan from relevant internal and/or external personnel
3 Gather required research data	3.1 Collect relevant research data using appropriate research techniques and sources in accordance with the agreed research plan 3.2 Gather and interpret from appropriate sources, information on relevant Australian and international standards pertaining to compliance requirements and related systems 3.3 Organise, interpret and review collected data in terms of its relevance to the project's purpose and objectives 3.4 Discuss ambiguities, uncertainties and problems experienced while interpreting collected data and address appropriately in conjunction with relevant internal or external personnel 3.5 Organise interpreted research data for later analysis
4 Analyse collected data	4.1 Analyse data in accordance with planned methodology 4.2 Review and discuss outcomes of the analysis with relevant internal or external personnel
5 Determine research findings and outcomes	5.1 Interpret the outcomes of the data analysis in accordance with the project objectives 5.2 Develop and discuss preliminary findings, identified issues and related recommendations with relevant internal and/or external personnel 5.3 Undertake any additional data collection and analysis required to clarify aspects of findings, issues and related action options
6 Document and disseminate research outcomes	6.1 Prepare a draft report of the research outcomes, findings and recommendations in accordance with the agreed structure and format, and distribute to relevant internal and/or external personnel for comment and feedback 6.2 Edit the report based on the feedback obtained 6.3 Proofread the report prior to publication 6.4 Ensure the outcomes, findings and recommendations in the report are signed off by authorised personnel 6.5 Produce and disseminate the report to nominated internal

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	and/or external personnel in accordance with agreed arrangements

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.2, 3.1, 3.2, 3.4, 3.5, 4.1, 5.2, 6.2, 6.3	• Comprehends and analyses texts to identify key requirements • Identifies, analyses, reviews and extracts relevant information from complex texts • Proofreads draft texts to identify changes required
Writing	1.2, 2.1-2.3, 3.2-3.4, 4.2, 5.2, 6.1-6.3	• Collates, summarises and compiles information from a range of sources • Develops reports for a specific audience using clear and detailed language to convey findings and recommendations • Edits and incorporates amendments to ensure compliance with regulatory or organisational requirements
Oral Communication	1.1, 2.3, 3.4, 4.2, 5.2	• Conveys information, in a format and style appropriate to a specific audience • Elicits the views and opinions of others by listening and questioning
Navigate the world of work	3.2	• Identifies organisational implications of legislative requirements and considers these when planning and implementing work
Interact with others	1.1, 2.3, 3.4, 4.2, 5.2	• Collaborates with others using effective interpersonal skills to facilitate shared understanding • Identifies and uses appropriate conventions and practices when communicating with internal and external personnel
Get the work done	1.2, 2.1, 2.2, 3.1-3.5, 4.1, 4,2, 5.1-5.3, 6.1-6.5	• Sequences and schedules complex activities, monitors implementation and manages required communication with others • Gathers and analyses data and feedback to improve outcomes • Utilises features and functions of digital tools to

© Commonwealth of Australia, 2025 Skills Insight

		complete complex tasks

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBCOM601 Research compliance requirements and issues	BSBCOM601B Research compliance requirements and issues	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBCOM601 Research compliance requirements and issues

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- access and interpret information on relevant Australian and international standards
- collaborate with others to identify and document the purpose and scope of the compliance research
- plan the research requirements including:
  - selecting an appropriate research methodology
  - preparing a research plan
  - getting approval for the plan from appropriate people
- carry out the research according to the approved plan including:
  - collecting, organising, analysing and interpreting data
  - reviewing and discussing analysis and preliminary outcomes with relevant l personnel
- prepare and distribute report of the research outcomes according to organisational requirements.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- explain compliance requirements relevant to the organisational research methods
- explain elements of relevant compliance program/management systems
- describe quantitative and qualitative data analysis techniques relevant to compliance related research
- list relevant Australian and international standards
- identify relevant organisational policies and procedures
- identify sources of information relevant to compliance related research.

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the compliance field of work and include access to:

- organisational information and Australian and international standards related to compliance requirements
- relevant personnel
- computer resources and business equipment
- case studies and, where possible, real situations.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBCUS402 Address customer needs

Modification History

Release	Comments
Release 2	This version released with BSB Business Services Training Package Version 2.0 Version created to clarify assessment conditions
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to manage an ongoing relationship with a customer over a period of time. This includes helping customers articulate their needs and managing networks to ensure customer needs are addressed.

It applies to individuals who are expected to have detailed product knowledge in order to recommend customised solutions. In this role, individuals would be expected to apply organisational procedures and be aware of, and apply as appropriate, broader factors involving ethics, industry practice and relevant government policies and regulations.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Stakeholder Relations – Customer Service

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Assist customer to articulate needs	1.1 Ensure customer needs are fully explored, understood and agreed 1.2 Explain and match available services and products to customer

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	needs 1.3 Identify and communicate rights and responsibilities of customers to the customer as appropriate
2 Satisfy complex customer needs	2.1 Explain possibilities for meeting customer needs 2.2 Assist customers to evaluate service and/or product options to satisfy their needs 2.3 Determine and prioritise preferred actions 2.4 Identify potential areas of difficulty in customer service delivery and take appropriate actions in a positive manner
3 Manage networks to ensure customer needs are addressed	3.1 Establish effective regular communication with customers 3.2 Establish, maintain and expand relevant networks to ensure appropriate referral of customers to products and services from within and outside the organisation 3.3 Ensure procedures are in place to ensure that decisions about targeting of customer services are based on up-to-date information about the customer and the products and services available 3.4 Ensure procedures are put in place to ensure that referrals are based on the matching of the assessment of customer needs and availability of products and services 3.5 Maintain records of customer interaction in accordance with organisational procedures

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.3, 2.2, 2.3, 2.4, 3.2, 3.3, 3.4, 3.5	• Interprets textual information obtained from a range of sources and determines how content may be applied to individuals and to organisational requirements
Writing	1.1, 3.1, 3.2, 3.3, 3.4, 3.5	• Prepares written reports, up-to-date procedures and other workplace documentation that communicate complex information clearly and effectively
Oral	1.1, 1.2, 1.3, 2.1,	• Clearly articulates customer's needs using language suitable to diverse audiences and employs listening

© Commonwealth of Australia, 2025 Skills Insight

Communication	2.2, 3.1, 3.2	and questioning techniques to confirm understanding
Navigate the world of work	3.5	• Recognises and applies organisational protocols and meets expectations associated with own work
Interact with others	1.1-1.3, 2.1, 2.2, 3.1, 3.2	• Selects and uses appropriate communication techniques to establish and maintain positive working relationships • Establishes connections and shares information with others who can contribute to effective work outcomes
Get the work done	2.3, 2.4, 3.3-3.5	• Develops and implements plans for routine and non-routine tasks recognising the importance of aligning goals and expectations to achieve outcomes • Recognises and takes responsibility for addressing predictable and non-predictable problems in own work context • Uses digital systems to organise and store information relevant to own work

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBCUS402 Address customer needs Release 2	BSBCUS402 Address customer needs Release 1	Updated to clarify assessment conditions	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBCUS402 Address customer needs

Modification History

Release	Comments
Release 2	This version released with BSB Business Services Training Package Version 2.0 Version created to clarify assessment conditions
Release 1	This version first released with Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- communicate effectively with customers including
  - helping customers to articulate their needs and evaluate options
  - explaining products/services and how they match customer needs
  - establishing regular communication
  - explaining customer rights and responsibilities
- address customer's needs
- use organisational procedures to document customer satisfaction
- develop and maintain networks to support meeting customer needs
- identify potential difficulties in meeting customer needs and taking appropriate action.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- explain organisational procedures and standards for establishing and maintaining customer service relationships

© Commonwealth of Australia, 2025 Skills Insight

- describe informed consent
- explain consumer rights and responsibilities
- describe ways to establish effective regular communication with customers
- outline details of products or services including with reference to:
  - possible alternative products and services
  - variations within a limited product and service range.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the customer service field of work and include access to:

- office equipment and resources
- business technology
- organisational policies, procedures, quality systems, manuals and guidelines for customer management
- examples of products/services and promotional strategies
- case studies and, where possible, real situations
- interaction with others.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBDES801 Research and apply design theory

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to research, in significant depth and breadth, and apply different theories of design.

It applies to individuals who use sophisticated research and critical analysis skills in the exploration of design, design theory and its application to professional design practice.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Design – Design Process

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Research design theory	1.1 Use a range of research techniques to source information about design theory 1.2 Identify and explore new, emerging and alternative sources of ideas and thinking on design 1.3 Expand own knowledge and understanding of design through review and critical analysis of information 1.4 Analyse, compare and contrast a range of theoretical perspectives and thinking on design

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
2 Apply theories of design to professional practice	2.1 Evaluate the relevance and application of different theories of design based on analysis of own professional and personal experience 2.2 Analyse the ways different aspects of history, theory and other influences are applied, adapted or challenged in practice 2.3 Assess how theories and thinking about design may be applied to benefit individuals, businesses and communities
3 Develop, articulate and debate own perspectives on theories of design	3.1 Take a critical approach to different theories and reflect on own ideas and responses 3.2 Develop own substantiated positions in response to research and analysis 3.3 Articulate own positions, demonstrating clarity of thought and conceptual understanding of different theories and thinking 3.4 Debate positions on design showing belief in own ideas and a willingness to remain open to new perspectives

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Learning	1.3, 2.1	• Draws on a range of strategies to facilitate personal and professional learning
Reading	1.1, 1.2, 1.4, 2.2	• Identifies and interprets complex concepts and theories from a range of sources
Writing	3.3	• Organises information and uses structure, language and context to clearly explain own ideas and positions
Oral Communication	3.3, 3.4	• Actively engages in critical discourse using appropriate vocabulary, tone and pace • Uses active listening techniques to gain input and feedback
Get the work done	1.2, 1.4, 2.1, 2.2, 2.3, 3.1, 3.2	• Takes responsibility for planning and organising own tasks and workload, including how to link with the work of others • Systematically analyses information to aid in deciding

© Commonwealth of Australia, 2025 Skills Insight

		on own views and ideas • Keeps abreast of innovations and good practice beyond own context, using ideas to rethink current approaches

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBDES801 Research and apply design theory	BSBDES701A Research and apply design theory	Updated to meet Standards for Training Packages Code changed to meet updated AQF requirements 2013	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBDES801 Research and apply design theory

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- conduct research into past, current and emerging theories of design
- develop substantiated positions on design and its application in own professional practice.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- compare and contrast different theories of design, including different historical perspectives and current and emerging thinking
- explain relationship between theories of design and design in practice with reference to a particular work or broader social context
- summarise the relationships, similarities and differences at a conceptual and practical level between the concepts of design, innovation and creativity
- rationalise the systemic impacts on design – social, economic, political and environmental.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the design process field of work and include access to and use of current and emerging sources of information and thinking on design.

Assessors must satisfy NVR/AQTF assessor requirements.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBDIV601 Develop and implement diversity policy

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to research diversity and its importance to organisational activity and to draft, plan and implement diversity policy.

It applies to individuals working in organisations with staff and clients from different cultures, races or religions, multiple generations, or where there are other forms of diversity in the workforce.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Workforce Development – Diversity

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Research diversity	1.1 Analyse existing practices and information in relation to diversity 1.2 Identify potential benefits of diversity and analyse in relation to business objectives 1.3 Consult key stakeholders about their requirements for a diversity policy 1.4 Access diversity policies from similar organisations and review

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	for relevance to own organisation
2 Draft policy and plan for implementation	2.1 Draft diversity policy 2.2 Develop action plans for policy 2.3 Consult key stakeholders for feedback on draft policy and action plans 2.4 Determine relationships and links with other related policies 2.5 Revise policy for implementation
3 Implement diversity policy	3.1 Explain and interpret policy to key stakeholders 3.2 Promote policy across the organisation through a range of communication channels 3.3 Identify intended and unintended impacts of policy implementation 3.4 Develop tools, benchmarks and other indicators for planning and measuring impact of policy implementation 3.5 Monitor business activities, team plans and staff performance to ensure diversity policy is effectively implemented
4 Review diversity policy	4.1 Gather and analyse information about diversity, the policy and its implementation 4.2 Consult key stakeholders to provide feedback on the policy 4.3 Develop and approve recommendations for changes to the policy 4.4 Refine diversity policy in accordance with feedback and recommendations

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 1.2, 1.4, 2.1, 2.2, 2.4, 2.5, 3.1, 3.3, 3.4, 3.5, 4.1, 4.3	• Identifies, analyses and evaluates complex information to determine business requirements • Monitors reported information to determine efficiency of policy

© Commonwealth of Australia, 2025 Skills Insight

Writing	1.3, 2.1, 2.2, 2.3, 2.5, 3.2, 3.4, 4.2, 4.3, 4.4	• Develops detailed procedural material according to organisational and legislative requirements • Records and collates feedback from stakeholders • Prepares factual and informative documentation to suit purpose and audience
Oral Communication	1.3, 2.3, 3.1, 3.2, 4.2	• Presents information and opinions using language and non-verbal features appropriate to audience • Participates in discussions using listening and questioning to elicit the views of others and to clarify or confirm understanding
Navigate the world of work	1.2, 2.1, 2.5, 3.4, 4.3, 4.4	• Works autonomously making high level decisions to achieve and improve organisational goals • Develops and implements strategies that ensure organisational policies, procedures and regulatory requirements are being met • Monitors and reviews the organisation's policies, procedures and adherence to legislative requirements in order to implement and manage change
Interact with others	1.3, 2.3, 3.1, 3.2, 4.2	• Adapts personal communication style to build a positive working relationship and show respect for the opinions, values and particular needs of others • Plays a lead role in situations requiring effective collaborative skills, demonstrating high level negotiation skills and ability to influence others • Shares knowledge, information and experience openly as an integral part of the working relationship
Get the work done	1.1, 1.2, 1.4, 2.1, 2.2, 2.4, 2.5, 3.2-3.5, 4.1, 4.3	• Develops plans for complex, high impact activities with strategic implications for the organisation • Gathers and analyses data and seeks feedback to improve plans and processes • Makes high impact decisions in a complex and diverse environment, using input from a range of sources • Identifies key factors that impact on decisions and their outcomes, drawing on experience, competing priorities, and decision making strategies where appropriate

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**

© Commonwealth of Australia, 2025 Skills Insight

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBDIV601 Develop and implement diversity policy	BSBDIV601A Develop and implement diversity policy	Updated to meet Standards for Training Packages Minor edits to clarify intent of Performance Criteria	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBDIV601 Develop and implement diversity policy

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- analyse information about diversity from a range of internal and external sources to identify:
  - existing practices
  - potential benefits of diversity and the fit with business objectives
- develop a comprehensive diversity policy with details of an implementation strategy and how the policy will be monitored and reviewed
- implement, evaluate and change the diversity policy based on recommendations for improvement
- consult with relevant stakeholders during development, implementation and review of the diversity policy and procedures.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- explain business operations that can be linked to diversity
- identify potential benefits of diversity to the organisation
- describe diversity within the business environment including:
  - cultures
  - beliefs
  - traditions and practices
- describe contemporary theory about diversity and its potential contribution to business advantage

© Commonwealth of Australia, 2025 Skills Insight

- outline legislation, codes of practice and national standards as they apply to development of diversity policy.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the workforce development – diversity field of work and include access to:

- business technology
- legislation, regulations and codes of practice for managing diversity
- workplace diversity policies and procedures
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBFIM501 Manage budgets and financial plans

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to undertake financial management within a work team in an organisation. It includes planning and implementing financial management approaches, supporting team members whose role involves aspects of financial operations, monitoring and controlling finances and reviewing and evaluating effectiveness of financial management processes.

It applies to managers in a wide range of organisations and sectors who have responsibility for ensuring that work team financial resources are used effectively and are managed in line with financial objectives of the team and organisation.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Finance - Financial Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Plan financial management approaches	1.1 Access budget/financial plans for the work team 1.2 Clarify budget/financial plans with relevant personnel within the organisation to ensure that documented outcomes are achievable, accurate and comprehensible 1.3 Negotiate any changes required to be made to budget/financial

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	plans with relevant personnel within the organisation 1.4 Prepare contingency plans in the event that initial plans need to be varied
2 Implement financial management approaches	2.1 Disseminate relevant details of the agreed budget/financial plans to team members 2.2 Provide support to ensure that team members can competently perform required roles associated with the management of finances 2.3 Determine and access resources and systems to manage financial management processes within the work team
3 Monitor and control finances	3.1 Implement processes to monitor actual expenditure and to control costs across the work team 3.2 Monitor expenditure and costs on an agreed cyclical basis to identify cost variations and expenditure overruns 3.3 Implement, monitor and modify contingency plans as required to maintain financial objectives 3.4 Report on budget and expenditure in accordance with organisational protocols
4 Review and evaluate financial management processes	4.1 Collect and collate for analysis, data and information on the effectiveness of financial management processes within the work team 4.2 Analyse data and information on the effectiveness of financial management processes within the work team and identify, document and recommend any improvements to existing processes 4.3 Implement and monitor agreed improvements in line with financial objectives of the work team and the organisation

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 1.2, 2.1, 2.3, 3.1-3.4, 4.2, 4.3	• Interprets and analyses information to determine activities required

© Commonwealth of Australia, 2025 Skills Insight

Writing	1.1, 1.4, 4.1-4.3	• Records information in correct forms and prepares materials which convey detailed and factual content in accordance with internal procedures
Oral Communication	1.2, 1.3, 2.1-2.3	• Presents information about financial issues and requirements to a range of audiences using structure and language to suit the audience • Uses active listening and questioning to clarify information and to confirm understanding
Numeracy	1.1-1.3, 2.1-2.3, 3.1-3.4, 4.1-4.3	• Uses a wide range of mathematical calculations to analyse numeric information in budgets or financial plans
Navigate the world of work	2.2, 3.3, 3.4, 4.3	• Recognises, understands and adheres to organisational requirements in undertaking own work
Interact with others	1.2, 1.3, 2.1, 2.2, 3.1, 2.3, 4.2, 4.3	• Uses a range of strategies to connect, collaborate and cooperate with other work colleagues in activities requiring collective effort and diverse skills and knowledge
Get the work done	1.1, 1.4, 2.3, 3.1-3.4, 4.1-4.3	• Uses logical processes in planning, implementing and evaluating complex tasks and developing alternative strategies in achieving goals and timelines • Uses a range of digital technologies to access, filter, compile, integrate and logically present complex information from multiple sources

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBFIM501 Manage budgets and financial plans	BSBFIM501A Manage budgets and financial plans	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBFIM501 Manage budgets and financial plans

Modification History

Release	Comments
Release 1	This version first released with Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- use financial skills to work with and interpret budgets, ageing summaries, cash flow, petty cash, Goods and Services Tax (GST), and profit and loss statements
- communicate with relevant people to clarify budget/financial plans, negotiate changes and disseminate information
- prepare, implement and modify financial contingency plans
- monitor expenditure and control costs
- support and monitor team members
- report on budget and expenditure
- review and make recommendations for improvements to financial processes
- meet record keeping requirements for the Australian Taxation Office (ATO) and for auditing purposes.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- describe basic accounting principles
- identify and explain the relevant legislation and current requirements of the Australian Taxation Office, including the Goods and Services Tax (GST)
- explain the key requirements for financiall record keeping and auditing
- describe the principles and techniques involved in managing:
  - budgeting
  - cash flows
  - electronic spreadsheets

© Commonwealth of Australia, 2025 Skills Insight

- GST
- ledgers and financial statements
- profit and loss statements.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the financial management field of work and include access to:

- resources and documentation used in the workplace
- workplace policies and procedures
- workplace budgets and financial plans
- business technology
- case studies and, where available, real situations.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBFIM601 Manage finances

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to undertake budgeting, financial forecasting and reporting and to allocate and manage resources to achieve the required outputs for the business unit. It includes contributing to financial bids and estimates, allocating funds, managing budgets and reporting on financial activity.

It applies to individuals who have managerial responsibilities which include overseeing the management of financial and other resources across a business unit, a series of business units or teams, or an organisation. It covers all areas of broad financial management. In a larger organisation this work would be supported by specialists in financial management.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Finance – Financial Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Plan for financial management	1.1 Review and analyse previous financial data to establish areas which have generated a profit or loss 1.2 Undertake research to review reasons for previous profit and loss 1.3 Review business plan to establish critical dates and initiatives that will require or generate resources in the next financial cycle

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	1.4 Analyse cash flow trends 1.5 Review statutory requirements for compliance and liabilities for tax 1.6 Review existing software and its suitability for financial management
2 Establish budgets and allocate funds	2.1 Use previous financial data to determine allocations for resources 2.2 Make informed estimates of new items for inclusion in budget 2.3 Prepare budgets in accordance with organisational requirements and statutory requirements
3 Implement budgets	3.1 Circulate budgets and ensure managers and supervisors are clear about budgets, reporting requirements and financial delegations 3.2 Manage risks by checking there are no opportunities for misappropriation of funds and that systems are in place to properly record all financial transactions 3.3 Review profit and loss statements, cash flows and ageing summaries 3.4 Revise budgets, as required, to deal with contingencies 3.5 Maintain audit trails to ensure accurate tracking and to identify discrepancies between agreed and actual allocations 3.6 Ensure compliance with due diligence
4 Report on finances	4.1 Ensure structure and format of reports are clear and conform to organisational and statutory requirements 4.2 Identify and prioritise significant issues in statements, including comparative financial performances for review and decision making 4.3 Prepare recommendations to ensure financial viability of the organisation 4.4 Evaluate the effectiveness of financial management processes

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance	Description

© Commonwealth of Australia, 2025 Skills Insight

	Criteria	
Reading	1.1-1.6, 2.1-2.3, 3.2-3.5, 4.1-4.4	• Interprets, analyses and evaluates complex information to determine and adhere to organisational or legislative requirements and to assist with financial decision making
Writing	1.1-1.6, 2.1- 2.3, 3.1-3.5, 4.1-4.3	• Develops and records information which incorporates a detailed analysis of factual and forecasted information • Prepares documents using format, content and layout appropriate to audience, purpose and regulatory requirements
Oral Communication	3.1	• Explains financial decisions and outcomes clearly and uses listening and questioning techniques to exchange information and obtain agreement
Numeracy	1.1-1.6, 2.1-2.3, 3.2-3.5, 4.1-4.2	• Reviews and analyses numerical data embedded in organisational documentation and legislation • Compares and contrasts complex numerical data to analyse and evaluate financial position and processes. • Uses appropriate formulae to analyse financial data to assess and manage risk and identify discrepancies
Navigate the world of work	1.5, 2.3, 3.6, 4.1	• Recognises, understands and adheres to legislative and organisational requirements in undertaking own work
Interact with others	3.1	• Selects and uses appropriate conventions and protocols when communicating with supervisors and managers to share information or seek agreement
Get the work done	1.1-1.6, 2.1-2.3, 3.1-3.5, 4.1-4.4	• Uses logical processes in planning, implementing and evaluating complex tasks to achieve stated goals • Uses formal analytical thinking techniques to identify issues, investigate underlying causes and generate possible solutions, seeking input from others as required • Uses a range of digital technology to access, filter, compile, integrate and logically present complex information from multiple sources • Investigates new digital technologies and applications to manage and manipulate data

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**

© Commonwealth of Australia, 2025 Skills Insight

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBFIM601 Manage finances	BSBFIM601A Manage finances	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBFIM601 Manage finances

Modification History

Release	Comments
Release 1	This version first released with Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- plan for financial management
- read and review profit and loss statements, cash flows and aging summaries
- prepare, implement and revise a budget which aligns with the business plan, is based on research and analysis of previous financial data and cash flow trends, and meets all compliance requirements
- contribute to financial bids and estimates
- establish a budget and allocate funds in accordance with statutory and organisational requirements
- communicate with other people including:
  - reporting on financial activity and making recommendations
  - identifying and prioritising significant issues
  - ensuring managers and supervisors are clear about budgets.
- analyse the effectiveness of existing financial management approaches including reviewing financial management software, managing risks of misappropriation of funds, ensuring systems are in place to record all transactions, maintaining an audit trail and complying with due diligence.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- identify the requirements for financial probity
- describe the principles of accounting and financial systems
- explain Australian, international and local legislation and conventions that are relevant to financial management in the organisation

© Commonwealth of Australia, 2025 Skills Insight

- outline the requirements of the Australian Tax Office, including Goods and Services Tax, Company Tax, Pay As You Go.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the financial management field of work and include access to:

- financial data
- relevant legislation and Australian Tax Office requirements
- examples of business plans, profit and loss statements, cash flows and aging summaries
- organisational financial policies and procedures
- financial management software.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBFLM312 Contribute to team effectiveness

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to contribute to the effectiveness of the work team. It involves planning with the team to meet expected outcomes, developing team cohesion, participating in and facilitating the work team, and communicating with the management of the organisation.

It applies to individuals who play a prominent part in motivating, mentoring, coaching and developing team cohesion through team leadership and forming the link between the management of the organisation and the team members. At this level, work will normally be carried out within known routines, methods and procedures, and may also involve complex or non-routine activities that require some discretion and judgement.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Management and Leadership – Frontline Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Contribute to team outcomes	1.1 Consult team members to identify team purpose, roles, responsibilities, goals, plans and objectives 1.2 Support team members to meet expected outcomes

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
2 Support team cohesion	2.1 Encourage team members to participate in the planning, decision making and operational aspects of the work team to their level of responsibility 2.2 Encourage team members to take responsibility for their own work and to assist each other in undertaking required roles and responsibilities 2.3 Provide feedback to team members to encourage, value and reward team members' efforts and contributions 2.4 Identify and address issues, concerns and problems identified by team members, or refer to relevant persons as required
3 Participate in work team	3.1 Actively encourage and support team members to participate in team activities and communication processes and to take responsibility for their actions 3.2 Support the team to identify and resolve problems which impede its performance 3.3 Utilise own contribution to work team to serve as a role model for others and enhance the organisation's image within the work team, the organisation and with clients/customers
4 Communicate with management	4.1 Maintain open communication with line manager/management at all times 4.2 Communicate information from line manager/management to the team 4.3 Communicate unresolved issues to line manager/management and follow up to ensure action is taken in response to these matters

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Writing	2.3, 2.4, 4.2, 4.3	• Uses appropriate vocabulary, grammatical structures and conventions to communicate information, matching style to purpose and audience
Oral	1.1, 1.2, 2.1-2.4, 3.1,	• Presents ideas and seeks feedback from others using vocabulary and non-verbal features appropriate to the

© Commonwealth of Australia, 2025 Skills Insight

Communication	3.2, 4.1-4.3	audience • Participates in open discussions to elicit the views of others by asking questions and listening to responses
Navigate the world of work	1.1	• Ensures that team members are aware of their rights and responsibilities in the workplace, including workplace safety
Interact with others	1.1, 1.2, 2.1-2.4, 3.1, 3.2, 4.1-4.3	• Collaborates, supports and cooperates with others to achieve work outcomes, and encourages others to do the same • Selects the appropriate form, channel and mode of communication for a specific purpose relevant to own role • Recognises importance of own interpersonal skills in projecting a positive image to others in work context • Understands the need to modify own communication style to accommodate individual differences
Get the work done	1.1, 2.4, 4.1, 4.3	• Plans and implements tasks required to achieve required outcomes • Recognises and responds to problems related to role and seeks assistance when problems are beyond immediate responsibilities

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBFLM312 Contribute to team effectiveness	BSBFLM312C Contribute to team effectiveness	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBFLM312 Contribute to team effectiveness

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- discuss and clarify goals and responsibilities with a team of people
- apply management and communication skills with a range of people that:
  - provides direction and leadership
  - assists individuals to achieve goals
  - motivates and builds team cohesion
  - fosters contribution of and respect for ideas
- apply techniques for resolving problems within organisational and legislative requirements
- communicate effectively with management including escalating problems outside own area of responsibility
- manage communication of information to, and between, the team.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- list organisational goals, objectives and plans that relate to the team
- identify legislation, regulations, standards or codes of practice that may impact team performance and outcomes
- describe the organisational structure with reference to the organisational chart
- describe options for addressing performance issues in the organisation
- explain the principles and techniques of:
  - group dynamics and processes
  - motivation

© Commonwealth of Australia, 2025 Skills Insight

  - negotiation
- explain why considering individual behaviour and differences is important to a manager.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the management field of work and include access to:

- relevant workplace documentation and resources
- relevant legislation
- case studies and, where possible, real situations
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBHRM405 Support the recruitment, selection and induction of staff

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to execute tasks associated with the recruitment cycle and apply in-depth knowledge of the work of the organisation, and how recruitment and selection practices fit with other human resources functions.

This unit applies to individuals who support recruitment, selection and induction functions under the direction of a human resource manager.

No licensing, legislative, or certification requirements apply to this unit at the time of publication.

Unit Sector

Workforce Development – Human Resource Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Plan for recruitment	1.1 Obtain approval to fill position, clarify time lines and requirement for appointment 1.2 Assist in preparing job descriptions that accurately reflect the role requirements, according to organisational policies and procedures, legislation, codes, national standards and work health and safety (WHS) considerations 1.3 Consult with relevant personnel about job descriptions and

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	workforce strategy 1.4 Assist in ensuring that job descriptions comply with legislative requirements and reflect the organisation's requirements for a diverse workforce 1.5 Obtain approvals to advertise position
2 Plan for selection	2.1 Choose appropriate channels and technology to advertise vacancies and/or identify potential talent pool 2.2 Advertise vacancies for staffing requirements according to organisational policies and procedures 2.3 Consult with relevant personnel to convene selection panel and develop interview questions 2.4 Assist in ensuring that interview questions comply with legislative requirements 2.5 Assist in short-listing applicants 2.6 Schedule interviews and advise relevant people of times, dates and venues
3 Support selection process	3.1 Participate in interview process and assess candidates against agreed selection criteria 3.2 Discuss assessment with other selection panel members 3.3 Correct biases and deviations from agreed procedures and negotiate for preferred candidate 3.4 Contact referees for referee reports 3.5 Prepare selection report and make recommendations to senior personnel for appointment 3.6 Advise unsuccessful candidates of outcomes and respond to any queries 3.7 Secure preferred candidate's agreement 3.8 Complete necessary documentation according to organisational procedures, observing confidentiality and privacy requirements
4 Induct successful candidate	4.1 Provide successful candidate with employment contract and other documentation 4.2 Advise manager and work team of new appointment 4.3 Advise managers and staff of candidate's starting date and make necessary administrative arrangements for pay and employee record keeping 4.4 Arrange successful candidate's induction according to

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	organisational policy

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.2, 1.4, 2.4, 2.5	• Synthesises ideas, concepts and specific information from workplace and regulatory texts to inform development of workplace documents • Evaluates information to make judgements
Writing	1.1, 1.2, 1.5, 2.2, 3.5, 3.6, 3.8, 4.2, 4.3	• Produces a range of text types using specific information, workplace conventions and templates
Oral communication	1.1, 1.3, 1.5, 2.3, 2.5, 3.1-3.5. 3.7	• Asks questions and listens carefully to gather, interpret or evaluate information • Uses appropriate vocabulary to present ideas or persuasive arguments
Navigate the world of work	1.2, 1.4, 2.4, 3.3, 3.8, 4.1, 4.4	• Applies workplace protocols, legislation or regulations relevant to own responsibilities
Interact with others	1.3, 2.3, 3.2, 3.3	• Selects and uses appropriate conventions and protocols when communicating with personnel, candidates or referees • Participates in conversations relevant to role responding, explaining, negotiating and persuading as required
Get the work done	2.1, 2.3, 2.6, 4.1, 4.3, 4.4	• Selects and uses digital technology to access, enter, store and retrieve information in accordance with security requirements • Takes responsibility for planning and implementing tasks for efficient and effective outcomes

© Commonwealth of Australia, 2025 Skills Insight

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBHRM405 Support the recruitment, selection and induction of staff	BSBHRM405A Support the recruitment, selection and induction of staff	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBHRM405 Support the recruitment, selection and induction of staff

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- prepare job descriptions
- use job descriptions to support sourcing, selecting and appointing suitable staff
- use different advertising channels to promote vacancies and/or establish a potential talent pool
- consult with managers to gain approvals
- develop selection criteria and interview questions in consultation with relevant personnel
- schedule interviews and advise relevant people of times, dates and venues
- participate in interviews and other selection techniques including assessing candidates against selection criteria to short list them
- obtain referees' reports
- prepare and distribute a selection report including feedback to give unsuccessful candidates
- advise unsuccessful candidates of the results
- secure preferred candidate’s agreement and provide an employment contract
- advise other staff of the successful candidate and arrange induction.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- identify documentation required for recruitment, selection and induction
- explain human resources life cycle and the place of recruitment and selection
- identify legislation relevant to recruitment, selection and induction of staff
- describe channels and technology to advertise vacancies

© Commonwealth of Australia, 2025 Skills Insight

- explain a range of interviewing techniques and other selection processes and their application.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the workforce development – human resource development field of work and include access to:

- workplace policies and procedures
- business technology
- position descriptions
- legislation, regulations, Codes and Standards relevant to staff recruitment, selection and induction
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBINM302 Utilise a knowledge management system

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to access a knowledge management system, use monitoring and review processes to provide feedback and improve own work practices using the system.

This includes a whole range of strategies, methods, activities and techniques used formally and informally by individuals and the organisation (as formalised in a knowledge management system) to identify, collect, organise, store, retrieve, analyse, share and apply knowledge to the work of the organisation.

It applies to individuals who apply a broad range of competencies in various work contexts. They may exercise discretion and judgement using appropriate theoretical knowledge of knowledge management to assist in increasing productivity, to improve quality or to recognise the benefits to the organisation through the improved use of knowledge.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Knowledge Management – Information Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Access and use	1.1 Access knowledge management system to assist with specific

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
knowledge management system	tasks, in line with system procedures 1.2 Administer system, in line with legislative, regulatory and organisational procedures
2 Input to knowledge management system	2.1 Gather, analyse and prepare inputs for contribution to system, in line with procedures 2.2 Check inputs for clarity, accuracy, currency and relevance 2.3 Make inputs to system, in line with procedures 2.4 Analyse requirements of the system and ensure suggestions for improvements are provided to relevant personnel
3 Review and improve work practices	3.1 Provide feedback about clarity, accuracy, currency and relevance of system's output to relevant personnel 3.2 Document learning resulting from use of the system 3.3 Improve work practices as a result of learning from use of the system

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Learning	3.2, 3.3	• Builds on knowledge and experience from the use and review of using the knowledge management system, and applies knowledge to improve work practices
Reading	1.1, 1.2, 2.1, 2.2, 2.4, 3.2	• Comprehends textual information, incorporating ideas and concepts from a range of sources, and checks for accuracy and relevance
Writing	1.2, 2.3, 2.4, 3.1, 3.2	• Documents information analysis and emphasises key outcomes using vocabulary and structure appropriate to audience
Oral Communication	2.4, 3.1	• Expresses own observations and opinions using clear and specific language to relevant personnel • Elicits views and information from others and obtains information by listening and questioning
Navigate the	1.1, 1.2, 2.1, 2.3, 3.3	• Understands rights and responsibilities, and complies with explicit procedures in the workplace

© Commonwealth of Australia, 2025 Skills Insight

world of work		
Interact with others	2.4, 3.1	• Identifies and takes steps to follow accepted communication practices and protocols when providing feedback
Get the work done	1.1, 1.2, 2.1, 2.4, 3.3	• Plans and implements routine tasks and workload making limited decisions on sequencing, timing and collaboration • Uses basic functions of digital technology tools to read, record, search and input required information • Uses analytical processes to review and evaluate the effectiveness of workplace systems and suggest improvements

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBINM302 Utilise a knowledge management system	BSBINM302A Utilise a knowledge management system	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBINM302 Utilise a knowledge management system

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- access, use and review a knowledge management system in accordance with organisational policies and procedures
- provide feedback to the organisation about improvements to the knowledge management system
- produce records of outcomes resulting from the use of the system.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- identify key provisions of relevant legislation, regulations, standards and codes of practice that may affect knowledge management
- describe organisational policies and procedures for knowledge management.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in knowledge management – information management field of work and include access to:

- office equipment and resources
- examples of information documents found in the workplace
- a knowledge management system (which can be a simulated system to satisfy privacy and confidentiality provisions).

© Commonwealth of Australia, 2025 Skills Insight

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBINM401 Implement workplace information system

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to implement and review the workplace information system. It involves the identification, acquisition, initial analysis and use of appropriate information which plays a significant part in the organisation's effectiveness.

It applies to individuals whose work will normally be carried out within routine and non-routine methods and procedures which require planning and evaluation, leadership and guidance of others, and some discretion and judgement.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Knowledge Management – Information Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Identify and source information needs	1.1 Determine and locate information required by teams 1.2 Acquire and review information held by the organisation to determine suitability, accessibility, currency and reliability according to organisational policies
2 Collect, analyse and report information	2.1 Collect information, which is adequate and relevant to the needs of teams, in a timely manner

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.2 Ensure information is in a format suitable for analysis, interpretation and dissemination 2.3 Analyse information to identify and report relevant trends and developments in terms of the needs for which it was acquired
3 Implement information systems	3.1 Implement management information systems effectively to store, retrieve and regularly review data for decision making purposes 3.2 Use technology available in the work area to manage information effectively 3.3 Submit recommendations for improving the information system to designated persons and/or groups
4 Prepare for information system changes	4.1 Collect information about information system future needs in consultation with colleagues, including those who have a specialist role in resource management 4.2 Ensure estimates of information system future needs reflect the organisation's business plans, and customer and supplier requirements 4.3 Support proposals to secure resources by clearly presenting submissions that describe realistic options, benefits, costs and outcomes 4.4 Prepare team members to work with new technology and information system changes

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 1.2, 2.1, 2.2, 2.3, 3.1, 3.2, 3.3, 4.1, 4.2, 4.3, 4.4	• Critically analyses complex documentation from a variety of sources and consolidates information relating to specific criteria to determine requirements
Writing	1.2, 2.1, 2.3, 3.1, 3.3, 4.1, 4.2, 4.3, 4.4	• Develops material for a specific audience using clear and detailed language in order to convey explicit information, requirements and recommendations
Oral	1.1, 3.3, 4.1, 4.3, 4.4	• Uses active listening and questioning and reading of verbal and non-verbal signals to convey and clarify

© Commonwealth of Australia, 2025 Skills Insight

Communication		information and to confirm understanding
Numeracy	4.1-4.3	• Selects from and uses a variety of developing mathematical and problem solving strategies to ensure estimates of information reflect the business plan and staff requirements
Navigate the world of work	1.2	• Takes responsibility for following policies, procedures and legislative requirements and identifies organisational implications of new legislation or regulation
Interact with others	1.1, 3.3, 4.1, 4.3, 4.4	• Selects and uses appropriate conventions and protocols when communicating with clients and co-workers in a range of work contexts • Cooperates with others and contributes to work practices where joint outcomes are expected and deadlines are to be met
Get the work done	1.1, 1.2, 2.1, 2.3, 3.1, 3.2, 4.1, 4.2	• Takes responsibility for planning, sequencing and prioritising tasks and own workload for efficiency and effective outcomes • Contributes to continuous improvement of current work practices by applying basic principles of analytical thinking • Uses familiar digital technologies and systems to access, enter, present and communicate data and information

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBINM401 Implement workplace information system	BSBINM401A Implement workplace information system	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBINM401 Implement workplace information system

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- identify, source and analyse information to determine
  - information system needs
  - whether it is fit for purpose
  - trends and developments
- implement and review the workplace information system
- review a workplace information system and prepare and present a submission recommending improvements.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- identify the information systems that are, or should be, available in the workplace
- explain the information management systems and technology typically associated with the workplace including:
  - budgets and financial management systems
  - customer information software or records
  - databases
  - personal digital assistant (PDA)
  - product and service information
  - project management software
  - record management systems
  - spreadsheets.

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the knowledge management – information management field of work and include access to:

- business technology
- a workplace information system
- workplace policies and procedures.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBINN301 Promote innovation in a team environment

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to be an effective and proactive member of an innovative team.

It applies to individuals who play a proactive role in demonstrating, encouraging or supporting innovation in a team environment. The individual may be a team participant or a team leader. Teams may be formal or informal and may comprise a range of personnel.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Unit Sector

Creativity and Innovation – Innovation

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Create opportunities to maximise innovation within the team	1.1 Evaluate and reflect on what the team needs and wants to achieve 1.2 Check out information about current or potential team members' work in the context of developing a more innovative team 1.3 Bring people into the team or make suggestions for team members based on what needs to be achieved and the potential for cross fertilising ideas

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	1.4 Acknowledge, respect and discuss the different ways that people may contribute to building or enhancing the team
2 Organise and agree effective ways of working	2.1 Jointly establish ground rules for how the team will operate 2.2 Agree and communicate responsibilities in ways that encourage and reinforce team-based innovation 2.3 Agree and share tasks and activities to ensure the best use of skills and abilities within the team 2.4 Plan and schedule activities to allow time for thinking, challenging and collaboration 2.5 Establish personal reward and stimulation as an integral part of the team's way of working
3 Support and guide colleagues	3.1 Model behaviour that supports innovation 3.2 Seek external stimuli and ideas to feed into team activities 3.3 Proactively share information, knowledge and experiences with other team members 3.4 Challenge and test ideas within the team in a positive and collaborative way 3.5 Proactively discuss and explore ideas with other team members on an ongoing basis
4 Reflect on how the team is working	4.1 Debrief and reflect on activities and on opportunities for improvement and innovation 4.2 Gather and use feedback from within and outside the team to generate discussion and debate 4.3 Discuss the challenges of being innovative in a constructive and open way 4.4 Take ideas for improvement, build them into future activities and communicate key issues to relevant colleagues 4.5 Identify, promote and celebrate successes and examples of successful innovation

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

© Commonwealth of Australia, 2025 Skills Insight

Skill	Performance Criteria	Description
Reading	1.2, 4.2	• Interprets and analyses textual information, from a wide range of sources, to identify information relevant to team activities
Writing	2.2, 3.3, 4.4	• Uses clear language and formats appropriate for the audience to highlight and present specific information
Oral Communication	1.2, 1.3, 1.4, 2.1, 2.2, 3.5, 4.1, 4.2, 4.3, 4.4, 4.5	• Actively participates in verbal exchanges of ideas and elicits the views and opinions of team members by listening and questioning • Uses clear language to clarify rules and roles relating to team activities in formal and informal situations
Numeracy	1.2, 4.2	• Interprets numeric information relevant to team activities
Navigate the world of work	1.1, 3.1, 3.2, 3.5	• Understands the nature and purpose of own role and how it affects others in the work context
Interact with others	1.1-1.4, 2.1, 2.2, 3.1, 3.2, 3.4, 3.5, 4.1, 4.2, 4.4, 4.5	• Uses inclusive techniques to initiate, contribute and promote discussion amongst potentially diverse team members • Recognises the importance of establishing and building effective working relationships • Selects the appropriate form, channel and mode of communication for a specific purpose relevant to own role
Get the work done	1.3, 1.4, 2.2, 2.4, 2.5, 3.2, 3.4, 4.2, 4.4, 4.5	• Plans, sequences and prioritises tasks for efficient and effective outcomes • Contributes to continuous improvement of current work practices by applying basic principles of analytical and lateral thinking • Uses problem-solving processes to address less predictable problems, and when appropriate, seeking input from others • Reflects on outcomes and further explores own and the team’s role in implementing innovation

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status

© Commonwealth of Australia, 2025 Skills Insight

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBINN301 Promote innovation in a team environment	BSBINN301A Promote innovation in a team environment	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBINN301 Promote innovation in a team environment

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- apply practices that promote innovation within a team including:
  - modelling open and respectful communications
  - contributing to the make-up and rules of the team
  - planning and scheduling of activities
  - reflecting on activities, feedback and challenges to identity improvement options
- encourage others to contribute to innovation in the team
- implement improvements and communicate about them.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- explain what innovation is, the different types of innovation and the benefits of innovation
- describe the internal and external factors that contribute to a team becoming and remaining innovative including:
  - team characteristics
  - the role of group dynamics and diversity
  - broader environmental factors
- explain how activities can encourage or hinder innovation in a team including:
  - allocation of time and activities
  - modelling behaviour
  - rewards and recognition
  - communications

© Commonwealth of Australia, 2025 Skills Insight

- feedback.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the creativity and innovation and include access to:

- workplace documents
- case studies and, where possible, real situations
- office equipment and resources
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBINN801 Lead innovative thinking and practice

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to generate, lead and sustain innovative organisational thinking and practice.

It applies to individuals who initiate and lead innovation in any industry or community context. Each organisation's thinking and practice will be different depending on its core business, purpose, size, complexity and broader operating context.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Unit Sector

Creativity and Innovation – Innovation

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Generate innovative thinking and creativity	1.1 Research and use a range of techniques and tools to generate new ideas and thinking 1.2 Research and analyse trends shaping organisation's current and future thinking and practice 1.3 Introduce and promote creative thinking techniques to foster personal and team innovation 1.4 Evaluate overall context for individual and collective

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	innovative thinking and creativity 1.5 Research and analyse specific conditions for innovation and issues that impact on individual and collective innovative thinking and creativity 1.6 Research and review innovation drivers and enablers
2 Lead innovative practices	2.1 Develop personal leadership style to model positive innovative thinking and practice 2.2 Review, challenge and refine own style and practice in relation to modelling and supporting innovation 2.3 Assess and determine the requirements to promote sustainable innovative activity for the operational context and people involved 2.4 Devise and implement most appropriate means to promote knowledge transfer 2.5 Identify, evaluate and manage risks associated with innovation within an organisation
3 Generate and support a culture of innovation	3.1 Introduce and promote innovative practices, processes, products or services appropriate to audience and organisational requirements 3.2 Establish ways to capture, communicate and share innovative ideas and practices 3.3 Initiate and foster communication, consultation and team development approaches that support innovation 3.4 Identify, assess and provide adequate resources for innovation to occur 3.5 Develop and apply strategies to foster a workplace culture capable of encouraging innovation 3.6 Establish mechanisms at system and process level that can support innovation
4 Sustain innovative thinking and practice	4.1 Develop strategies to make innovation an integral part of organisational activity 4.2 Develop and monitor processes to ensure ongoing awareness of individual and collective contributions to innovative thinking and practice 4.3 Analyse potential barriers and risks to innovation and devise strategies to respond 4.4 Analyse and reflect on innovation performance as a basis for developing strategies for improvement

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Learning	2.1, 2.2, 4.4	• Evaluates and reflects on personal effectiveness to develop strategies to enhance own performance
Reading	1.1, 1.2, 1.5, 1.6	• Identifies, analyses, interprets and evaluates visual and textual information from a range of sources to identify innovation strategies, practices and trends
Writing	1.1, 1.2, 1.5, 1.6, 3.2	• Uses clear and precise language to document research findings for reference purposes • Develops complex plans, strategies and systems to integrate innovation into the organisation using appropriate formats for the audience and purpose
Oral Communication	1.3, 3.2, 3.3, 3.5	• Discusses, presents and seeks information using appropriate structure and language for the particular audience • Uses questioning and active listening to encourage discussion and to clarify or confirm understanding
Numeracy	1.1, 1.2, 1.5, 1.6, 3.2	• Interprets, analyses and presents numeric/financial information in complex documents
Navigate the world of work	2.1, 2.2, 2.3, 2.5, 3.1, 3.5, 4.1	• Understands how own role meshes with others and contributes to broader work goals • Leads in the development of strategies to integrate innovative practices into the organisation
Interact with others	1.3, 3.2, 3.3, 3.5	• Uses a variety of relevant communication tools and strategies to build and maintain effective working relationships • Uses inclusive and collaborative techniques to communicate, negotiate and consult effectively with a range of stakeholders • Actively seeks the perspectives of others as part of work role
Get the work done	1.1,1.2, 1.3-1.6, 2.3-2.5, 3.2-3.6, 4.1-4.4	• Plans, develops, implements and monitors practical strategies to introduce and support innovation in the workplace • Develops new and innovative ideas through exploration, evaluation, analysis and critical thinking

© Commonwealth of Australia, 2025 Skills Insight

		• Uses formal analytical and lateral thinking techniques to identify issues, generate and evaluate possible solutions, and select most appropriate option

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBINN801 Lead innovative thinking and practice	BSBINN801A Lead innovative thinking and practice	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBINN801 Lead innovative thinking and practice

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- use various techniques and tools to stimulate creative or innovative thinking
- research, review and critically analyse trends in thinking and emerging practices as they relate to an organisation's current thinking and practices
- develop own capacity to lead innovative thinking and practice in an organisational context
- complete a workplace project or case study to demonstrate a comprehensive understanding and application of key concepts, current theories and processes for introducing, communicating, promoting, supporting and sustaining innovative thinking and practices in an organisational context.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- compare and contrast current and past theories and thinking about innovation
- explain how theory and thinking on innovation and creativity can contribute to applied practice
- discuss the impact of leadership style on innovation in organisations, including how specific approaches may encourage or inhibit innovation
- discuss the relevance of organisational and industry context on innovation
- analyse the internal and external conditions or factors that impact on organisational innovation
- outline strategies for identifying, assessing and managing risks associated with innovation
- provide examples of innovation drivers in an organisation
- provide examples of innovation enablers in an organisation

© Commonwealth of Australia, 2025 Skills Insight

- list and describe mechanisms at system or process level that can support innovative practices
- discuss typical challenges and barriers to innovation within an organisation and ways of overcoming these challenges and barriers.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the creativity and innovation field of work and include access to:

- workplace documentation and resources
- office equipment and materials
- case studies or, where available, real situations
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBITU101 Operate a personal computer

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to start up and use a range of basic functions on a personal computer or business computer terminal.

It applies to individuals who perform a range of routine computer tasks in the various sectors of the business services industry and generally work under direct supervision.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Information and Communications Technology – IT Use

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Start computer, system information and features	1.1 Adjust workspace, furniture and equipment to suit user ergonomic requirements 1.2 Ensure work meets organisational and work health and safety (WHS) requirements for computer operation 1.3 Start computer or log on according to user procedures 1.4 Identify basic functions and features using system information 1.5 Customise desktop configuration, if necessary, with assistance from appropriate persons

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	1.6 Use help functions as required
2 Navigate and manipulate desktop environment	2.1 Open, close and access features by selecting correct desktop icons 2.2 Open, resize and close desktop windows by using correct window functions 2.3 Create shortcuts onto the desktop, if necessary, with assistance from appropriate persons
3 Organise files using basic directory and folder structures	3.1 Create folders/subfolders with suitable names 3.2 Save files with suitable names in appropriate folders 3.3 Rename and move folders/subfolders and files as required 3.4 Identify folder/subfolder and file attributes 3.5 Move folders/subfolders and files using cut and paste, and drag and drop techniques 3.6 Save folders/subfolders and files to appropriate media where necessary 3.7 Search for folders/subfolders and files using appropriate software tools 3.8 Restore deleted folder/subfolders and files as necessary
4 Print information	4.1 Print information from installed printer 4.2 View progress of print jobs and delete as required 4.3 Change default printer, if installed
5 Shut down computer	5.1 Close all open applications 5.2 Shut down computer according to user procedures

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.3, 1.5, 1.6, 3.1-3.8, 4.1-4.3, 5.1, 5.2	• Recognises textual information within internal procedures and technical documents to determine and complete work requirements

© Commonwealth of Australia, 2025 Skills Insight

Writing	1.3, 3.1-3.3, 3.7	• Inputs information using familiar text types and records numerical and textual information for file naming conventions
Oral Communication	1.5, 2.3	• Asks simple questions and comprehends answers that contain short and explicit information
Navigate the world of work	1.1-1.3, 5.2	• Recognises and follows organisational procedures and legislative responsibilities, with particular reference to health and safety
Interact with others	1.5, 2.3	• Uses appropriate communication practices to seek guidance from more experienced work colleagues
Get the work done	1.3-1.6, 2.1-2.3, 3.1-3.8, 4.1-4.3, 5.1, 5.2	• With guidance, is beginning to understand and use the specific functions and features of digital systems and tools

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBITU101 Operate a personal computer	BSBITU101A Operate a personal computer	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBITU101 Operate a personal computer

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- adjust equipment, furniture and workspace to suit individual ergonomic requirements
- follow organisational and WHS requirements when operating a computer
- follow user procedures and system information when using the basic functions on a computer, seeking assistance when necessary
- use desktop icons and create shortcuts
- create and manipulate folders and subfolders
- check and delete print jobs and change default printer
- correctly shut down software applications and the computer.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- outline the main work health and safety requirements for working with a computer
- list the main points to consider when setting up an ergonomic work environment
- list the main components of the computer system, and briefly explain what each one does
- briefly explain the functions of the operating system
- outline the organisation’s conventions for naming files

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the information and communications technology – IT use field of work and include access to:

© Commonwealth of Australia, 2025 Skills Insight

- organisational policies and procedures
- information about work health and safety requirements.
- computer user and system information
- suitable workspace including a personal computer or computer terminal with relevant software and printer.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBLDR403 Lead team effectiveness

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit defines skills, knowledge and outcomes required to plan and supervise the performance of the team and develop team cohesion.

It applies team leaders, supervisors and new emerging managers who have an important leadership role in the development of efficient and effective work teams.

Leaders at this level also provide leadership for the team and bridge the gap between the management of the organisation and the team members. As such they must 'manage up' as well as manage their team/s.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Management and Leadership - Leadership

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Plan to achieve team outcomes	1.1 Lead the team to identify, establish and document team purpose, roles, responsibilities, goals, plans and objectives in consultation with team members 1.2 Engage team members to incorporate innovation and

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	productivity measures in work plans 1.3 Lead and support team members in meeting expected outcomes
2. Lead team to develop cohesion	2.1 Provide opportunities for input of team members into planning, decision making and operational aspects of work team 2.2 Encourage and support team members to take responsibility for own work and to assist each other in undertaking required roles and responsibilities 2.3 Provide feedback to team members to encourage, value and reward individual and team efforts and contributions 2.4 Recognise and address issues, concerns and problems identified by team members or refer to relevant persons as required 2.5 Model expected behaviours and approaches
3. Participate in and facilitate work team	3.1 Actively encourage team members to participate in and take responsibility for team activities and communication processes 3.2 Give the team support to identify and resolve problems which impede its performance 3.3 Ensure own contribution to work team serves as a role model for others and enhances the organisation's image within the work team, the organisation and with clients/customers
4. Liaise with management	4.1 Maintain open communication with line manager/management at all times 4.2 Communicate information from line manager/management to the team 4.3 Communicate unresolved issues, concerns and problems raised by the team/team members to line manager/management and ensure follow-up action is taken 4.4 Communicate unresolved issues, concerns and problems related to the team/team members raised by line managers/management to the team and ensure follow-up to action is taken

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance	Description

© Commonwealth of Australia, 2025 Skills Insight

	Criteria	
Writing	1.1, 4.2	• Prepares workplace plans that communicate intent and elicits feedback clearly and effectively
Oral communication	1.1, 1.3, 2.2, 2.3, 3.1, 3.2, 4.2-4.4	• Engages in discussions or provides information using structure and language appropriate to the audience and situation
Interact with others	1.1-1.3, 2.1-2.5, 3.1, 3.3, 4.1	• Selects and uses appropriate conventions and protocols when communicating with team members • Adapts personal communication style to model required behaviours, build trust and positive working relationships and to show respect for the opinions and values of others • Plays a lead role in situations requiring effective collaboration, demonstrating conflict resolution skills and ability to engage and motivate others
Get the work done	1.1-1.3, 3.2	• Develops, implements and monitors plans and processes to ensure team engagement and effectiveness • Uses formal analytical thinking techniques to identify issues and generate possible solutions, seeking input from others as required

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBLDR403 Lead team effectiveness	BSBWOR402A Promote team effectiveness	Updated to meet Standards for Training Packages Title change Minor edits to clarify intent of performance criteria	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBLDR403 Lead team effectiveness

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- apply knowledge of organisational goals, objectives and plans
- develop a team work plan including documentation of how it was generated and how it will be monitored
- identify and incorporate innovation and productivity measures into a team work plan
- communicate with team members and management to identify and establish the team purpose, roles, responsibilities, goals plans and objectives and resolve problems
- use techniques to consult, encourage, support and provide feedback to team members
- model team leadership behaviours and approaches
- liaise with management to develop the teamwork plan, resolve issues and ensure follow-up action is taken.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must explain principles and techniques associated with:

- delegation and work allocation
- goal setting
- group dynamics and processes
- individual behaviour and difference
- leadership styles
- motivation
- negotiation
- problem solving
- planning

© Commonwealth of Australia, 2025 Skills Insight

- workplace innovation
- workplace productivity.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the management and leadership field of work and include access to:

- information about the organisation, including organisational structure, goals, objectives and plans
- case studies, and where possible, real situations
- workplace equipment and resources
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBLED401 Develop teams and individuals

Modification History

Release	Comments
Release 2	This version released with BSB Business Services Training Package Version 2.0. Version created to clarify assessment requirements
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to determine individual and team development needs and to facilitate the development of the workgroup.

It applies to individuals with a broad knowledge of learning and development who apply their skills in addressing development needs to meet team objectives. They may have responsibility to provide guidance or to delegate aspects of tasks to others.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Workforce Development – Learning and Development

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Determine development needs	1.1 Systematically identify and implement learning and development needs in line with organisational requirements 1.2 Ensure that a learning plan to meet individual and group training and development needs is collaboratively developed, agreed to and

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	implemented 1.3 Encourage individuals to self-evaluate performance and identify areas for improvement 1.4 Collect feedback on performance of team members from relevant sources and compare with established team learning needs
2. Develop individuals and teams	2.1 Identify learning and development program goals and objectives, ensuring a match to the specific knowledge and skill requirements of competency standards relevant to the industry 2.2 Ensure that learning delivery methods are appropriate to the learning goals, the learning style of participants, and availability of equipment and resources 2.3 Provide workplace learning opportunities, and coaching and mentoring assistance to facilitate individual and team achievement of competencies 2.4 Create development opportunities that incorporate a range of activities and support materials appropriate to the achievement of identified competencies 2.5 Identify and approve resources and time lines required for learning activities in accordance with organisational requirements
3. Monitor and evaluate workplace learning	3.1 Use feedback from individuals or teams to identify and implement improvements in future learning arrangements 3.2 Assess and record outcomes and performance of individuals/teams to determine the effectiveness of development programs and the extent of additional development support 3.3 Negotiate modifications to learning plans to improve the efficiency and effectiveness of learning 3.4 Document and maintain records and reports of competency according to organisational requirements

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description

© Commonwealth of Australia, 2025 Skills Insight

Learning	1.1-1.4, 2.1-2.4, 3.1, 3.3	• Uses structured approaches to set goals, monitor progress and adjust learning approaches for self and others • Builds on knowledge and experience to facilitate interaction and learning with others
Reading	1.1, 1.2, 1.4, 2.1, 2.2, 2.4, 2.5, 3.1-3.4	• Analyses textual information from a range of sources to identify organisational requirements • Analyses information from a range of sources to evaluate performance
Writing	1.1, 1.2, 1.4, 2.1, 2.5, 3.1-3.4	• Develops materials to suit the requirements of different roles and individuals in the organisation • Maintains records using correct technical and organisational vocabulary
Oral Communication	1.2, 1.3, 1.4, 2.3, 3.1, 3.3	• Uses vocabulary appropriate to context and to establish a supportive and learning environment • Uses listening and questioning techniques to confirm or show understanding of different perspectives
Navigate the world of work	1.1, 2.5, 3.4	• Recognises and responds to explicit and implicit organisational procedures and protocols Understands how own role meshes with others and contributes to broader goals
Interact with others	1.2, 1.3, 1.4, 2.2, 2.3, 3.1, 3.3	• Selects and uses appropriate conventions and protocols when communicating with co-workers in a range of work contexts • Recognises the importance of building rapport to establish effective working relationships • Collaborates with others to achieve joint outcomes, playing an active role in facilitating effective group interaction • Negotiates with others to achieve joint/agreeable outcomes playing an active role in facilitating consensus in potentially contentious situations
Get the work done	1.1, 1.2, 1.4, 2.1, 2.2, 2.3, 2.5, 3.1, 3.2, 3.4	• Uses logical planning processes to organise, implement and monitor learning and development needs • Systematically gathers and analyses all relevant information and evaluates options to make informed decisions • Evaluates outcomes of decisions to identify opportunities for improvement

© Commonwealth of Australia, 2025 Skills Insight

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBLED401 Develop teams and individuals Release 2	BSBLED401 Develop teams and individuals Release 1	Updated to clarify assessment requirements	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBLED401 Develop teams and individuals

Modification History

Release	Comments
Release 2	This version released with BSB Business Services Training Package Version 2.0. Version created to clarify assessment requirements
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- systematically identify and implement learning opportunities for others
- collect feedback on team and individual performance
- give and receive feedback from team members to encourage participation in and effectiveness of the team
- collaboratively develop learning plans to match skill needs of individuals and groups
- provide mentoring and coaching assistance to teams and individuals
- monitor and review workplace learning.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- describe facilitation techniques to encourage team development and improvement
- outline organisational policies, plans and procedures for developing teams
- identify career paths and competency standards relevant to the industry.

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the workforce learning and development field of work and include access to:

- office equipment and resources
- learning and development plans, policies and procedures
- case studies and, where available, real situations
- interaction with others.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBMGT402 Implement operational plan

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to implement the operational plan by monitoring and adjusting operational performance, planning and acquiring resources and providing reports on performance as required.

It applies to individuals who plan activities to achieve the measurable, stated objectives of the team and the organisation. At this level work will normally be carried out within routine and non-routine methods and procedures which require planning, evaluation, leadership and guidance of others.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Management and Leadership – Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Implement operational plan	1.1 Collate, analyse and organise details of resource requirements in consultation with relevant personnel, colleagues and specialist resource managers 1.2 Implement operational plans to contribute to the achievement of organisation's performance/business plan 1.3 Identify and use key performance indicators (KPIs) to monitor

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	operational performance 1.4 Manage contingencies by adjusting the implementation of the operational plan in consultation with others 1.5 Provide assistance in the development and presentation of proposals for resource requirements in line with operational planning processes
2. Implement resource acquisition	2.1 Recruit and induct employees within organisation's policies, practices and procedures 2.2 Implement plans for acquisition of physical resources and services within organisation's policies, practices and procedures and in consultation with relevant personnel
3. Monitor operational performance	3.1 Monitor performance systems and processes to assess progress in achieving profit/productivity plans and targets 3.2 Analyse and use budget and actual financial information to monitor profit/productivity performance 3.3 Identify unsatisfactory performance and take prompt action to rectify the situation according to organisational policies 3.4 Provide mentoring, coaching and supervision to support individuals and teams to use resources effectively, economically and safely 3.5 Present recommendations for variation to operational plans to the designated persons/groups and gain approval 3.6 Implement systems, procedures and records associated with performance in accordance with organisation's requirements

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Learning	3.4	• Actively reinforces learning by applying new knowledge and skills in mentoring, coaching and supervising others
Reading	1.1-1.5, 2.1, 2.2, 3.1, 3.2, 3.6	• Identifies, interprets, analyses and reviews textual information related to the operational plan and

© Commonwealth of Australia, 2025 Skills Insight

		monitoring of operational performance
Writing	1.1-1.5, 2.1, 2.2, 3.2-3.6	• Communicates relationships between ideas and information, matching style of writing to purpose and audience • Researches, plans and prepares workplace documentation for relevant stakeholders using organisational formats
Oral Communication	1.1, 1.4, 1.5, 2.1, 2.2, 3.3, 3.4, 3.5	• Participates in a variety of spoken exchanges with a range of audiences varying structure and language to suit the audience
Numeracy	1.1, 1.2, 1.3, 1.4, 1.5, 2.2, 3.1, 3.2, 3.3	• Selects and uses familiar mathematical techniques to organise timely supply of adequate resources for the operational plan and to use budgetary information to monitor performance
Navigate the world of work	1.5, 2.1, 2.2, 3.3, 3.4, 3.6	• Monitors adherence to organisational policies and procedures and considers own role in terms of its contribution to broader goals of the work environment
Interact with others	1.1, 1.4, 1.5, 2.1, 2.2, 3.3, 3.4, 3.5	• Selects and uses appropriate conventions and protocols when communicating with diverse individuals to build rapport, seek or present information • Collaborates with others to achieve joint outcomes, playing an active role in facilitating effective group communication, influencing direction and taking a leadership role on occasion
Get the work done	1.1, 1.2, 1.3, 1.4, 1.5, 2.2, 3.1, 3.2, 3.3, 3.6	• Takes responsibility for planning, organising, implementing and monitoring tasks required to achieve required outcomes • Uses systematic, analytical processes in complex, non-routine situations, setting goals, gathering relevant information and identifying and evaluating options against agreed criteria • Evaluates effectiveness of decisions in terms of how well they met stated goals • Recognises and addresses an increasing range of familiar problems by implementing contingency plans

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBMGT402 Implement	BSBMGT402A Implement	Updated to meet Standards for	Equivalent unit

© Commonwealth of Australia, 2025 Skills Insight

Code and title current version	Code and title previous version	Comments	Equivalence status
operational plan	operational plan	Training Packages. Edits to clarify intent of Performance Criteria.	

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBMGT402 Implement operational plan

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- interact with a range of people/groups to identify resource requirements, performance objectives, systems, procedures and records relating to the operational plan
- vary the operational plan and gain approval to deal with contingencies
- monitor operational performance against the performance objectives and budgets and take action to rectify unsatisfactory performance
- plan and acquire physical and human resources using organisation's systems and procedures
- manage and support personnel to achieve performance objectives. including inducting new employees and providing mentoring and coaching
- present information and recommendations to support implementation and variation of the operational plan
- document and provide reports on performance as required by the organisation.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- describe performance monitoring systems and processes
- describe methods for problem solving
- explain how organisational policies and procedures relate to the operational plan.

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the management and leadership field of work and include access to:

- organisational operational plans, policies and procedures
- workplace documentation and resources including budgets, physical and human resource procurement documentation, employee induction and performance monitoring procedures
- case studies and, where possible, real situations.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBMGT403 Implement continuous improvement

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to implement the organisation's continuous improvement systems and processes. It covers using systems and strategies to actively encourage the team to participate in the process, monitoring and reviewing performance, and identifying opportunities for further improvements.

It applies to managers who have an active role in implementing the continuous improvement process to achieve the organisation's objectives. Their position is closely associated with the creation and delivery of products and services which means that they have an important role in influencing the ongoing development of the organisation.

At this level, work will normally be carried out within routine and non-routine methods and procedures, which require planning, evaluation, leadership and guidance of others.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Management and Leadership – Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Implement continuous improvement systems and	1.1 Implement systems to ensure that individuals and teams are actively encouraged and supported to participate in decision

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
processes	making processes, assume responsibility and exercise initiative 1.2 Communicate the organisation's continuous improvement processes to individuals and teams, and obtain feedback 1.3 Ensure effective mentoring and coaching allows individuals and teams to implement the organisation's continuous improvement processes
2. Monitor and review performance	2.1 Use the organisation's systems and technology to monitor and review progress and to identify ways in which planning and operations could be improved 2.2 Improve customer service through continuous improvement techniques and processes 2.3 Formulate and communicate recommendations for adjustments to those who have a role in their development and implementation
3. Provide opportunities for further improvement	3.1 Implement processes to ensure that team members are informed of savings and productivity/service improvements in achieving the business plan 3.2 Document work performance to aid the identification of further opportunities for improvement 3.3 Manage records, reports and recommendations for improvement within the organisation's systems and processes

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 1.2, 2.1, 3.2, 3.3	• Evaluates and integrates facts and ideas to construct meaning from a range of text types in an effort to implement continuous improvement systems and processes
Writing	1.1, 1.2, 2.1, 2.2, 2.3, 3.1, 3.2, 3.3	• Selects vocabulary, grammatical structures and conventions appropriate to text • Researches, plans and prepares continuous improvement documentation for relevant stakeholders
Oral	1.2, 1.3, 2.3	• Participates in a variety of spoken exchanges with a range of audiences using structure and language to suit

© Commonwealth of Australia, 2025 Skills Insight

Communication		the audience
Navigate the world of work	2.1	• Monitors adherence to organisational policies and procedures and considers own role in terms of its contribution to broader goals of the work environment
Interact the work of others	1.2, 1.3, 2.3, 3.1	• Selects and uses appropriate conventions and protocols when communicating with diverse individuals to seek or share information • Collaborates with others to achieve joint outcomes, playing an active role in facilitating effective group communication, influencing direction and taking a leadership role on occasion
Get the work done	1.1, 1.3, 2.1, 2.2, 3.1, 3.2, 3.3	• Takes responsibility for planning and organising own workload to achieve required outcomes • Uses systematic, analytical processes in complex, non-routine situations, setting goals, gathering relevant information and identifying and evaluating options against agreed criteria • Evaluates effectiveness of decisions in terms of how well they meet stated goals • Uses digital applications to access and filter data, extract, organise, integrate and share relevant information • Recognises the potential of new approaches to enhance work practices and outcomes

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBMGT403 Implement continuous improvement	BSBMGT403A Implement continuous improvement	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBMGT403 Implement continuous improvement

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- implement continuous improvement systems and provide mentoring and coaching support to enable individuals and teams to participate in decisions, take responsibility, show initiative and implement improvement processes
- implement processes to inform team members about savings and productivity/service improvements achievements
- communicate effectively to support the continuous improvement system and implementation of improvements
- apply continuous improvement to customer services including internal and external customers
- implement, monitor and adjust improvement plans, processes and procedures to improve performance
- document performance to identify further opportunities for improvement
- manage records and reports within the organisation's systems and procedures.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- give examples of continuous improvement processes
- list typical areas of need for coaching and mentoring to support continuous improvement
- explain how change management techniques can support continuous improvement and initiative
- identify the organisation's systems and data that can be used for benchmarking and monitoring performance for continuous improvement.

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the management and leadership field of work and include access to:

- relevant workplace documentation and resources
- case studies and, where possible, real situations
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBMGT605 Provide leadership across the organisation

Modification History

Release	Comments
Version 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to demonstrate senior leadership behaviour and personal and professional competence. Business ethics are also addressed in this unit.

It applies to individuals who have a role in inspiring and motivating others to achieve organisational goals and to model professionalism in their organisation and industry. Leadership is seen in the context of the organisational mission.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Management and Leadership – Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Communicate organisational mission and goals	1.1 Clarify objectives, values and standards in accordance with organisation's strategic direction 1.2 Establish linkages between organisational objectives, values and standards and the responsibilities of relevant groups and individuals 1.3 Ensure media and language used is appropriate to individuals and group circumstances

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	1.4 State clear expectations of internal groups and individuals and explain in a manner which builds commitment to the organisation 1.5 Address expectations of the organisation 1.6 Investigate incidents promptly and communicate results clearly to relevant groups and individuals
2. Influence groups and individuals	2.1 Build trust, confidence and respect of diverse groups and individuals through positive role modelling and effective communication and consultation 2.2 Embrace, resource and effectively implement improvements to organisational and workplace culture 2.3 Demonstrate understanding of the global environment and new technology in work activities 2.4 Ensure actions convey flexibility and adaptability to change and accessibility 2.5 Ensure consultation and participation in decision making occurs with relevant groups and individuals where appropriate 2.6 Ensure decision making takes into account needs and expectations of both internal and external groups 2.7 Ensure decision making occurs in accordance with risk management plans for all options, and within appropriate timeframes 2.8 Ensure that the organisation is represented positively in the media and community
3. Build and support teams	3.1 Assign accountabilities and responsibilities to teams consistent with their competencies and operational plans 3.2 Ensure teams are resourced to allow them to achieve their objectives 3.3 Empower teams and individuals through effective delegation and support for their initiatives 3.4 Create and maintain a positive work environment 3.5 Encourage teams and individuals to develop innovative approaches to the performance of work
4. Demonstrate personal and professional competence	4.1 Model ethical conduct in all areas of work and encourage others to adopt business ethics 4.2 Adapt appropriate interpersonal and leadership styles to meet particular circumstances and situations 4.3 Set and achieve personal objectives and work program

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	outcomes 4.4 Ensure self-performance and professional competence is continuously improved through engagement in a range of professional development activities 4.5 Participate regularly in industry/professional networks and groups

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Learning	4.3, 4.4, 4.5	• Actively looks for and accepts ways to maintain and improve own skills and knowledge
Reading	1.2, 1.3, 1.6, 2.7, 4.4, 4.5	• Evaluates and integrates facts and ideas to construct meaning from a range of text types
Writing	1.1, 1.2, 1.3, 1.4, 1.6, 3.1, 4.3	• Records and reports key information related to the outcomes of the job to interact effectively and appropriately with the team • Researches, plans and prepares documentation using format and language appropriate to the audience
Oral Communication	1.1, 1.2, 1.4, 1.5, 1.6, 2.1, 2.5, 3.1, 3.3, 3.4, 3.5, 4.1, 4.2	• Participates in a variety of spoken exchanges with clients, co-workers and stakeholders using structure and language appropriate to context and audience
Navigate the world of work	1.1, 1.2, 1.5, 1.6, 2.8, 3.1, 4.1	• Works autonomously making high level decisions related to the achievement of organisational goals • Reflects on designation of roles and responsibilities and how everyone's role contributes to broader organisational goals • Appreciates the implications of ethical and other organisational responsibilities in carrying out own role
Interact with others	1.3, 1.4, 1.6, 2.1, 2.4, 3.1, 3.3, 3.4, 3.5, 4.1, 4.2	• Demonstrates sophisticated control over oral, visual and/or written formats, drawing on a range of communication practices to achieve goals • Identifies strengths and limitations of own interpersonal skills and addresses areas that would benefit from further development

© Commonwealth of Australia, 2025 Skills Insight

		• Recognises the importance of building rapport in order to establish effective working relationships and inspire trust and confidence • Collaborates and cooperates with others, playing an active role in leading and facilitating effective group interaction and influencing direction • Facilitates a climate in which others feel comfortable to identify, explore and build on a variety of perspectives in order to achieve shared outcomes
Get the work done	1.1, 1.2, 1.6, 2.2-2.7, 3.1, 3.2, 3.5	• Accepts responsibility for planning and sequencing complex tasks and workload of self and others, negotiating key aspects with others taking into account capabilities, efficiencies and effectiveness • Applies problem solving processes to identify risks, evaluate options and determine solutions • Facilitates a climate in which creativity and innovation are accepted as an integral part of achieving outcomes • Actively identifies systems, devices and applications with potential to meet current and/or future needs

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBMGT605 Provide leadership across the organisation	BSBMGT605B Provide leadership across the organisation	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBMGT605 Provide leadership across the organisation

Modification History

Release	Comments
Version 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to use interpersonal and risk management skills to:

- clearly communicate the organisation's objectives, values and standards to a range of stakeholders using appropriate media and language
- influence, support and provide resources for individuals and groups to:
  - participate in consultations and decision making processes
  - contribute to innovation and improvements
  - achieve their responsibilities and objectives
- facilitate consultative decision making processes with relevant internal and external stakeholders
- demonstrate ethical conduct and professional competence and continuing professional development
- encourage others to adopt business ethics and build their commitment to the organisation.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- explain business ethics and their application to leadership
- outline leadership styles and their application in supporting the organisation's mission, objectives and values
- explain the impact of legislation in providing leadership in the organisation
- explain the organisation's mission, purpose and values
- describe organisation objectives, plans and strategies
- explain organisational change processes.

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the management and leadership field of work and include access to:

- relevant legislation, regulation, standards and codes
- relevant workplace documentation and resources
- case studies and, where possible, real situations
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBMGT617 Develop and implement a business plan

Modification History

Release	Comments
Version 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to run a business operation and covers the steps required to develop and implement a business plan.

It applies to individuals who are running an organisation or who take a senior role in determining the effective functioning and success of the organisation. As such, they may oversee the work of a number of teams and other managers.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Management and Leadership – Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Develop business plan	1.1 Review and evaluate pre-existing strategic, business and operational plan, if available 1.2 Analyse and interpret business vision, mission, values and objectives 1.3 Consult with key stakeholders 1.4 Review market requirements for the product or service, profile customer needs and research pricing options

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	1.5 Develop performance objectives and measures through consultation with key stakeholders 1.6 Identify financial, human and physical resource requirements for the business 1.7 Consider any permits or licences that may be required for new activity 1.8 Write business plan
2. Monitor performance	2.1 Communicate business plan to all relevant parties and ensure understanding of performance requirements and timeframes 2.2 Ensure skilled labour is available to implement plan 2.3 Test performance measurement systems and refine, if necessary 2.4 Ensure timely reports on all key aspects of the business are available, user-friendly and balanced in terms of financial and non-financial performance 2.5 Report system failures, product failures and variances to the business plan as they occur
3. Respond to performance data	3.1 Analyse performance reports against planned objectives 3.2 Review performance indicators and refine if necessary 3.3 Ensure groups and individuals contributing to under-performance are coached, and provide training where appropriate 3.4 Review system processes and work methods regularly as part of continuous improvement

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 1.2, 1.4, 1.7, 2.3, 3.1, 3.2, 3.4	• Gathers, interprets and analyses textual information when developing the business plan and monitoring operational performance • Utilises understanding of distinguishing structures and features of a range of text as well as recognising and

© Commonwealth of Australia, 2025 Skills Insight

		reflecting on context, purpose and audience
Writing	1.1, 1.2, 1.4, 1.5, 1.8, 2.3, 2.5, 3.2, 3.3, 3.4	• Communicates relationships between ideas and information, matching style of writing to purpose and audience • Researches, plans and prepares business plan for relevant stakeholders
Oral Communication	1.3, 1.5, 2.1, 3.3	• Presents information and seeks advice using language and features appropriate to audience • Participates in discussions using listening and questioning to elicit the views of others and to clarify or confirm understanding
Numeracy	1.1, 1.4, 1.5, 1.6, 1.8, 2.3, 2.4, 3.1, 3.2	• Extracts and evaluates mathematical information to review the market, research competitors and review pricing structures
Navigate the world of work	1.7	• Takes full responsibility for identifying and complying with legislative requirements applicable to self and the organisation
Interact with others	1.3, 1.5, 2.1, 3.3	• Selects and uses appropriate conventions and protocols when communicating with internal and external stakeholders to seek or share information • Collaborates with others to achieve joint outcomes, playing an active role in facilitating effective group interaction, influencing direction and taking a leadership role • Provides support in field of expertise to colleagues, as required
Get the work done	1.2, 1.4, 1.5, 1.6, 2.2, 2.3, 2.4, 3.1, 3.2, 3.3, 3.4	• Sequences and schedules complex activities, monitors implementation and manages relevant communication • Systematically gathers and analyses all relevant information and evaluates options in order to monitor performance and identify opportunities for improvement

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBMGT617Develop and implement a business plan	BSBMGT617A Develop and implement a business plan	Updated to meet Standards for Training Packages	Equivalent unit

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBMGT617 Develop and implement a business plan

Modification History

Release	Comments
Version 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- analyse and research business vision, mission, values, objectives, goals, competitors, financial targets, management arrangements, marketing approaches and strategic, business and operational plans
- write a business plan which includes a description of the business, products and services, financial, physical and human resource requirements, permit and licence requirements, marketing activity, financial indicators, productivity and performance targets for key result areas
- implement a business plan including ensuring skilled labour is available, and that training is provided where appropriate
- monitor and respond to business performance including evaluation of performance against key results indicators including profit and loss, community awareness or branding, environmental impact, governance, quality, sales, triple bottom line and the workforce
- consult, communicate with and report to key stakeholders including business partners, financiers, customers, staff and technical advisers
- provide an analysis of the strengths and weaknesses of a business plan.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- outline processes for developing business plans
- describe performance objectives and measures including key performance indicators
- identify key stakeholders.

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the management and leadership field of work and include access to:

- appropriate documentation and resources normally used in the workplace
- strategic, business and operational plans
- business information and data
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBMKG414 Undertake marketing activities

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to plan, implement and manage basic marketing and promotional activities. It is a foundation unit covering general and basic marketing and promotional activities that do not require detailed or complex planning or implementation.

It applies to people with no previous experience in marketing. It could be undertaken as part of a broader role of a person in a small enterprise, or as part of a marketing plan for a larger enterprise.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Business Development – Marketing

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1 Research marketing information	1.1 Research concept of marketing as it applies to the organisation 1.2 Identify and analyse organisation's marketing plan and relevant policies and procedures 1.3 Identify need for marketing activities from established marketing plan 1.4 Investigate previous marketing activities for relevant

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	information 1.5 Identify profile of market segment 1.6 Identify positioning and market mix for each target segment 1.7 Identify outcomes expected from marketing activities
2 Plan marketing activities	2.1 Undertake analysis of collected basic marketing information 2.2 Develop and document work activity plans for marketing activities 2.3 Obtain approval of plans from relevant enterprise personnel
3 Implement marketing activities	3.1 Determine and access resources required for work activities 3.2 Undertake marketing activities within job role 3.3 Assist with assigning responsibilities and functions to relevant personnel performing specific marketing functions 3.4 Monitor marketing activities, and review and amend activity plan as required
4 Review marketing activities	4.1 Measure and record outcomes of marketing activities 4.2 Review marketing activities against expected outcomes and record identified improvements 4.3 Prepare reports of marketing activities and communicate to relevant enterprise personnel

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1-1.7, 2.1, 3.4, 4.2	• Interprets textual information obtained from a range of sources and determines how content may be applied to organisational requirements
Writing	2.2, 3.2, 3.4, 4.1-4.3	• Integrates information from a number of sources to develop material that supports purposes and format of documentation, using suitable grammatical structure and clear, logical language
Oral	2.3, 4.3	• Participates in a variety of spoken exchanges using

© Commonwealth of Australia, 2025 Skills Insight

Communication		suitable language and non-verbal features
Numeracy	3.1, 4.1-4.3	• Collates and analyses numeric information relating to costs, timeframes and other activities
Navigate the world of work	1.2, 1.3	• Adheres to organisational policies and procedures and considers own role in terms of its contribution to broader goals of work environment
Interact with others	2.3, 3.3	• Selects appropriate form, channel and mode of communication for a specific purpose relevant to own role
Get the work done	1.1-1.7, 2.1, 2.2, 3.1-3.4, 4.3	• Develops plans to manage tasks with an awareness of how they may contribute to longer term operational and strategic goals • Takes responsibility for outcomes of routine decisions related directly to own role • Understands purposes, specific functions and key features of common digital systems and tools and operates them effectively to complete routine tasks • Recognises and takes responsibility for addressing predictable and some less predictable problems in familiar work contexts

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBMKG414 Undertake marketing activities	BSBMKG414B Undertake marketing activities	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBMKG414 Undertake marketing activities

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- research marketing practices of the organisation
- plan and implement a marketing activity
- record activities and processes used in marketing activity
- review effectiveness of marketing plan.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- describe basic foundations of marketing practices
- describe organisational policies and procedures on marketing
- outline specific product knowledge related to products and services being marketed.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the business development – marketing field of work and include access to:

- office equipment and resources
- examples of products or services to be marketed
- marketing plans, policies and procedures
- case studies and, where possible, real situations.

Assessors must satisfy NVR/AQTF assessor requirements.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBMKG502 Establish and adjust the marketing mix

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to determine the optimum marketing mix for a business through analysis of interrelated marketing components.

It applies to individuals in marketing management roles who are responsible for developing marketing and promotional mix within an organisation. They may also adjust the marketing mix when new marketing opportunities are identified.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Business Development – Marketing

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Evaluate each component of marketing mix	1.1 Identify key characteristics of products or services and estimate their significance to the market 1.2 Review pricing policy and analyse pricing variables to determine their effect on demand 1.3 Analyse promotional methods to determine their importance to marketing outcomes 1.4 Review channels of distribution and estimate their significance

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	to marketing outcomes 1.5 Identify and analyse level of customer service provision to determine its significance to marketing outcomes 1.6 Identify potential customer base and key pressure points 1.7 Analyse and test effect of components of marketing mix on each other, and establish their relative importance to customer base
2. Determine marketing mix for specific markets	2.1 Identify and assess environmental factors, and their impact on marketing mix 2.2 Identify consumer priorities, needs and preferences affecting marketing mix 2.3 Consider product, pricing, promotional, distribution and service variations, and evaluate these against marketing objectives, target market characteristics and desired positioning 2.4 Select marketing mix that best satisfies target market and meets marketing objectives 2.5 Ensure marketing mix decision meets organisational, strategic and operational marketing objectives
3. Monitor and adjust marketing mix	3.1 Monitor marketing mix against marketing performance and isolate components for testing 3.2 Evaluate implications of altering one or more components of marketing mix in relation to market factors and consumer response 3.3 Adjust components of marketing mix in response to test results and market-response evaluation 3.4 Ensure adjusted marketing mix meets budgetary requirements 3.5 Ensure adjusted marketing mix continues to meet organisational, strategic and operational marketing objectives, and desired positioning

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1-1.7, 2.1-2.5,	• Evaluates and comprehends textual information from a

© Commonwealth of Australia, 2025 Skills Insight

	3.1-3.5	range of sources
Writing	1.1-1.7, 2.1-2.3, 3.1, 3.2	• Documents results of analysis of marketing mix • Presents analysis results in required format
Numeracy	1.2, 3.2, 3.4	• Evaluates financial and marketing data using whole numbers, decimals and percentages to make accurate calculations
Navigate the world of work	2.5, 3.5	• Monitors adherence to organisational policies and procedures and considers own role in terms of its contribution to broader goals of work environment
Get the work done	1.1-1.7, 2.1, 2.2-2.5, 3.1-3.5	• Develops plans to manage relatively complex tasks with an awareness of how they may contribute to longer-term operational and strategic goals • Makes decisions by systematically analysing information, identifying and evaluating options against set criteria, and choosing most appropriate option • Evaluates outcomes of decisions to identify any required adjustments

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBMKG502 Establish and adjust the marketing mix	BSBMKG502B Establish and adjust the marketing mix	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBMKG502 Establish and adjust the marketing mix

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- report on activities undertaken to establish a marketing mix in an organisation, including information on each element of the mix, such as:
  - customer service levels
  - product or service distribution
  - product or service pricing
  - additional products or services, if any
  - product or service promotion
- report on success of marketing mix activities developed, including coverage of any necessary adjustments made.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- outline organisational policies, procedures, products and services related to marketing
- describe principles and concepts of marketing such as consumer or buyer behaviour and elements of marketing mix
- outline and explain statistical techniques used to gather and analyse marketing information.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the business development – marketing field of work and include access to:

© Commonwealth of Australia, 2025 Skills Insight

- office equipment and resources
- organisational and marketing strategic plans
- case studies and, where possible, real situations.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBRES801 Initiate and lead applied research

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to plan, conduct and report on applied research to influence strategic practices and outcomes within an organisational context.

The unit also covers constructing an applied research strategy, using a range of applied research techniques, and analysing and presenting findings.

It applies to leaders or managers using applied research to ensure learning can enhance individual, team and organisational performance. The intended purpose and approach to applied research may vary across a range of contexts and organisations. In this unit, the focus is on applied research to attain improved organisational outcomes.

No licensing, legislation or certification requirements apply to this unit at the time of publication.

Unit Sector

Knowledge Management – Research

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Construct an applied research strategy	1.1 Clarify and confirm applied research purpose and needs of the target group 1.2 Determine policies and procedures in relation to conducting applied research 1.3 Establish mechanisms for collecting and maintaining data in a

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	systematic manner 1.4 Analyse factors affecting the reliability and validity of data 1.5 Review relevant research ethics and codes of conduct 1.6 Prepare applied research strategy and hypothesis 1.7 Frame a research strategy in consideration of available tools and resources
2. Use a range of applied research techniques	2.1 Review and evaluate a range of applied research methods, theories and data collection techniques 2.2 Select appropriate methods to gather and analyse data 2.3 Use suitable technology and technology services to support data collection and analysis 2.4 Access appropriate sources of information and contributors relevant to the research 2.5 Optimise relevance of the research through integrity of the data collected and analysis tools used
3. Analyse and present findings	3.1 Evaluate how research findings such as trends and changes will impact on learning strategy 3.2 Review data and research findings for accuracy of details and adherence to any legal requirements 3.3 Collate and analyse data for relevance against the original applied research strategy 3.4 Document and present research findings in a clear and logical manner consistent with audience needs 3.5 Identify the need for and an appropriate approach to, further research

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Learning	3.5	• Evaluates and reflects on the need for further research to contribute to ongoing organisational improvement

© Commonwealth of Australia, 2025 Skills Insight

Reading	1.1, 1.2, 1.5, 2.4, 3.1, 3.2	• Collects, analyses, compares and evaluates textual information from a range of resources to inform research strategies
Writing	1.6, 3.3, 3.4	• Develops texts dealing with complex ideas and concepts • Uses specialised and detailed language to convey explicit information, requirements and recommendations in accordance with legal, ethical and organisational requirements
Oral Communication	1.1, 3.4	• Uses specialised vocabulary appropriate to context and audience to discuss and confirm research requirements • Applies listening and questioning techniques to check or confirm understanding
Numeracy	3.2, 3.3	• Applies knowledge of mathematical information to statistically analyse data and identify possible trends and confirm reliability
Navigate the world of work	1.2, 1.5, 3.2	• Is highly autonomous, taking responsibility for determining applicable organisational policies and procedures and considering legal and ethical obligations • Monitors adherence to legal and regulatory rights and responsibilities for self and possibly for others
Interact with others	3.4	• Demonstrates sophisticated control over oral, visual and/or written formats, drawing on a diverse range of communication practices to achieve goals
Get the work done	1.1, 1.2, 1.3, 1.7, 2.1, 2.2, 2.3, 2.4, 2.5, 3.3	• Develops plans for complex activities, regularly reviewing priorities and performance during implementation, identifying and addressing issues as they arise • Considers the strategic and operational potential of digital trends to achieve work goals, enhance work processes, create opportunities and enhance or reduce risks • Uses formal analytical thinking to make informed decisions about research strategies and techniques, seeking input, advice and feedback as required

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**

© Commonwealth of Australia, 2025 Skills Insight

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBRES801 Initiate and lead applied research	BSBRES801A Initiate and lead applied research	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBRES801 Initiate and lead applied research

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- plan, conduct and report on applied research relevant to organisational strategic practices and outcomes
- formulate a research proposal or plan which includes:
  - specific research questions or hypotheses
  - valid population or sample size
  - description of the geographical, cultural, social or institutional context within which the research will be carried out
  - full description of the data collection methods
  - analysis of the limitations to research design including the reliability and validity of data
- design an applied research project using applied research tools and techniques
- document and present research findings including analysis of data, valid and reliable findings and recommendations for further research.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- describe communication processes and methods
- explain data collection and analysis methods including the use of technology and technology services
- explain legal requirements, policies, procedures and guidelines relating to research including handling and storing data, privacy and freedom of information
- describe presentation techniques

© Commonwealth of Australia, 2025 Skills Insight

- describe reporting methods
- explain research ethics and codes of conduct
- give examples of applied research tools and methods and how they are applied.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the knowledge management – research field of work and include access to:

- business technology
- relevant workplace policies and procedures
- relevant legislation and codes of conduct
- case studies and, where possible, real situations .

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBRKG404 Monitor and maintain records in an online environment

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to identify and assess records for storage, and maintain and monitor electronic business records.

It applies to individuals who use guidelines and processes to inform judgements on the status and classification of records in an existing business or records system. They work under supervision or in consultation with more senior staff or users of the system.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Knowledge Management – Recordkeeping

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Confirm requirements for recordkeeping in an online environment	1.1 Identify and confirm system procedures for capturing and managing records 1.2 Identify and verify organisational and risk management requirements for classifying and storing online information 1.3 Identify legal, business, financial, socio-historical, and security requirements for recording online business transactions 1.4 Prepare a checklist of organisational requirements to assess

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	which electronic information should be captured, for how long and in what format
2. Identify and assess records for storage	2.1 Categorise incoming and outgoing records information in terms of key activities and responsible personnel 2.2 Assess information against the organisational checklist and records identified for capture 2.3 Dispose of information not to be stored, in accordance with organisational procedures 2.4 Determine storage methods and media in accordance with retention requirements
3. Monitor and maintain business records in an online environment	3.1 Classify, sentence and link records with other records in the system in accordance with system rules and organisational procedures 3.2 Assign unique identifiers and register records into the recordkeeping system in accordance with system rules and organisational procedures 3.3 Determine access and security status and disposal requirements of records and records in accordance with organisational procedures 3.4 Store records on required media in accordance with organisational and record retention requirements 3.5 Carry out migration of records from one medium to another in accordance with organisational procedures 3.6 Action and record archiving or disposal of records in accordance with disposal schedule and organisational procedures 3.7 Maintain records in a usable and accessible form in accordance with security conditions and legislative requirements

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 1.2, 1.3, 2.2,	• Identifies, interprets, analyses and reviews information from a range of complex texts, including legislative

© Commonwealth of Australia, 2025 Skills Insight

	2.3, 3.1-3.7	materials and organisational policies and procedures
Writing	1.4, 2.1, 3.1, 3.2, 3.6, 3.7	• Develops list of recordkeeping requirements in required format • Inputs information to create, identify, retrieve or modify records
Oral Communication	1.1, 1.2, 1.3	• Communicates to exchange information with others using questioning and careful listening to clarify requirements
Numeracy	1.1, 1.3	• Interprets and analyses numerically expressed information from records to determine their classification and management requirements
Navigate the world of work	1.2, 1.3, 2.3, 2.4, 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7	• Takes personal responsibility for following organisational policies and procedures and legal and regulatory responsibilities relevant to own work context
Get the work done	1.1, 1.2, 1.3, 1.4, 2.4, 3.1, 3.4, 3.5, 3.6, 3.7	• Sequences and schedules tasks required to achieve outcomes according to organisational and legislative requirements • Gathers, analyses and evaluates information to decide on record status • Uses digital systems and tools to access, organise, analyse and display records, showing awareness of the need for data security

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBRKG404 Monitor and maintain records in an online environment	BSBRKG404A Monitor and maintain records in an online environment	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBRKG404 Monitor and maintain records in an online environment

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- monitor usage of online business or records system
- monitor application of system procedures
- manage record creation, update, migration and disposal processes.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- outline key provisions of relevant legislation that apply to a records system
- explain the general principles and processes of records management and records management systems, including, but not limited to;
  - systems of control
  - records continuum theory
  - mandate and ownership of business process
- explain the operation of the online recordkeeping environment including location and nature of transactions.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the knowledge management – recordkeeping field of work and include access to:

- relevant legislation, regulations, standards and codes
- relevant workplace documentation and resources

© Commonwealth of Australia, 2025 Skills Insight

- case studies and, where possible, real situations
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBSMB405 Monitor and manage small business operations

Modification History

Release	Comments
Release 3	This version released with BSB Business Services Training Package Version 2.0. Version created to clarify intent of unit
Release 2	This version first released with BSB Business Services Training Package Version 1.1. Version created to correct mapping table information
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to implement a business plan and modify operations as required.

It applies to individuals who operate a small business which stands alone, or is part of a department within a larger organisation. Individuals in this role use problem-solving skills and take responsibility for developing approaches to manage business operations.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Management and Leadership – Small and Micro Business

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the	*Performance criteria describe the performance needed to*

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
essential outcomes.	*demonstrate achievement of the element.*
1. Develop operational strategies and procedures	1.1 Develop an action plan to provide a clear and coherent direction, in accordance with business goals and objectives 1.2 Identify work health and safety (WHS) and environmental issues, and implement strategies to minimise risk factors 1.3 Develop a quality system for the business in line with industry standards, compliance requirements and cultural criteria 1.4 Develop performance measures and operational targets to conform with the business plan 1.5 Develop strategies for innovation, including utilisation of existing, new or emerging technologies, where practicable, to optimise business performance
2. Implement operational strategies and procedures	2.1 Implement systems and key performance indicators or targets to monitor business performance and customer satisfaction 2.2 Implement systems to control stock, expenditure or cost, wastage or shrinkage and risks to health and safety in accordance with the business plan 2.3 Maintain staffing requirements, where applicable, within budget, to maximise productivity 2.4 Carry out provision of goods or services in accordance with established legal, ethical cultural and technical standards 2.5 Provide goods or services in accordance with time, cost and quality specifications, and customer requirements 2.6 Apply quality procedures to address product or service and customer requirements
3. Monitor business performance	3.1 Regularly monitor and review achievement of operational targets to ensure optimum business performance, in accordance with business plan goals and objectives 3.2 Review systems and structures, with a view to more effectively supporting business performance 3.3 Investigate and analyse operating problems to establish causes and implement changes as required, as part of the business quality system 3.4 Amend operational policies and procedures to incorporate corrective action
4. Review business operations	4.1 Review and adjust business plan, as required, to maintain business viability, in accordance with business goals and

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	objectives 4.2 Clearly record proposed changes to aid future planning and evaluation 4.3 Undertake ongoing research into new business opportunities and adjust business goals and objectives as new business opportunities arise

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 1.3, 1.5, 2.1, 2.2, 2.4, 2.5, 3.1, 4.1	• Evaluates complex text to determine legislative, regulatory and workplace documentation
Writing	1.1, 1.3-1.5, 3.2, 3.4, 4.1, 4.2	• Prepares written reports and workplace documentation that communicate complex information clearly and effectively
Oral Communication	3.2	• Articulates clearly using specific and relevant language suitable to audience to convey requirements, and employs listening and questioning techniques to confirm understanding
Numeracy	2.2, 2.3, 2.5	• Interprets numerical information to manage performance information and regulate cash flow
Navigate the world of work	1.1-1.3, 2.2, 2.4, 4.1	• Monitors adherence to organisational policies and procedures and considers own role for its contribution to broader goals of the work environment • Appreciates implications of legal and regulatory responsibilities related to own work with specific reference to safety
Get the work done	1.1, 1.3-1.5, 2.1-2.3, 2.5, 2.6, 3.1-3.3, 4.1, 4.3	• Reflects on how digital systems and tools are used or could be used to achieve work goals, and begins to recognise strategic and operational applications • Identifies concepts, principles and features of approaches in use in other contexts and considers how these may suit own situation • Develops plans to manage relatively complex, non-routine tasks with an awareness of how they may

© Commonwealth of Australia, 2025 Skills Insight

		contribute to longer-term operational and strategic goals • Uses each experience to reflect on how variables impact decision outcomes, and to gain insights into what constitutes 'good' judgement and an effective decision in different contexts • Recognises and addresses some unfamiliar problems of increasing complexity within own scope

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBSMB405 Monitor and manage small business operations Release 3	BSBSMB405 Monitor and manage small business operations Release 2	Updated to clarify intent	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBSMB405 Monitor and manage small business operations

Modification History

Release	Comments
Release 3	This version released with BSB Business Services Training Package Version 2.0. Version created to clarify intent of unit
Release 2	This version first released with BSB Business Services Training Package Version 1.1. Version created to correct mapping table information
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- develop strategies and procedures to successfully manage business operations, including:
  - developing an action plan
  - identifying risk management procedures
  - developing a quality system
  - implementing performance measures
  - utilising technologies to optimise business performance
- implement and monitor strategies and procedures developed, including:
  - analysing and correcting business problems
  - reviewing and adjusting the business plan
- record and research business improvements
- make appropriate adjustments to business operations as required.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- summarise relevant industry codes of practice
- explain methods for implementing operation and revenue control systems
- summarise methods for monitoring performance and implementing improvements
- outline work health and safety (WHS) responsibilities and procedures for managing hazards
- identify relevant principles of risk management, including risk assessment
- clarify quality system principles and methods
- summarise relevant performance measures
- discuss role of innovation
- outline systems to manage staff, stock, expenditure, services and customer service
- identify technical or specialist skills relevant to business operations.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the Management and Leadership – Small and Micro Business field of work and include access to:

- business equipment and resources
- relevant legislation, regulations, standards and codes
- relevant workplace documentation and resources
- case studies or possible, real situations
- interaction with others.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

BSBSMB407 Manage a small team

Modification History

Release	Comments
Release 2	This version released with BSB Business Services Training Package Version 2.0. Version created to clarify intent of unit
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to select, induct, train and develop staff members to enhance business operations within the parameters of all relevant legislative requirements.

It applies to individuals who operate a small business that stands alone, or is part of a department within a larger organisation. Individuals in this role have a good knowledge of industrial relations and team management and use effective, responsive and supportive communication in workplace interactions.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Management and Leadership – Small and Micro Business

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Develop staffing plan	1.1 Determine staffing requirements to allow the business to run effectively, in accordance with requirements outlined in the

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	business plan 1.2 Identify and compare existing skills of owner/s and staff with business requirements to identify any gaps 1.3 Develop policies and procedures for owner/s and staff, in accordance with the business plan
2. Recruit, induct, train and retain team	2.1 Develop job or position descriptions, competencies required and selection criteria to meet business' needs 2.2 Judge information obtained from each candidate against specified selection criteria, and select according to business needs and legal requirements 2.3 Induct new staff members in accordance with policies and procedures of the business 2.4 Make team members aware of their responsibilities and performance requirements as soon as practicable, and take opportunities to coach team members who are unfamiliar with procedures of the business 2.5 Develop and implement a staff development program and career paths based on requirements of business and staff competencies 2.6 Advertise staff vacancies appropriately in accordance with staffing plan
3. Comply with industrial relations obligations	3.1 Clarify workplace rights and obligations of employers and employees, in accordance with legal requirements and codes of practice 3.2 Counsel staff, if required, in a positive and constructive manner and record outcomes accurately
4. Maintain staff records	4.1 Develop staff records system to provide timely and accurate information, in accordance with confidentiality, legal and taxation requirements 4.2 Monitor and accurately maintain system for recording and retrieving personnel and payroll information, and seek specialist advice where required
5. Manage staff	5.1 Regularly review contribution and skills of self and other team members to ensure performance is in line with agreed performance measures 5.2 Monitor and adjust staffing requirements to respond to any changes in tasks and functions required by the business 5.3 Support and encourage staff, and acknowledge and reward

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	their contribution 5.4 Regularly provide opportunities for staff to discuss work related issues 5.5 Develop contingency plans to cope with unexpected or extreme situations and take appropriate corrective action as required
6. Review team performance	6.1 Develop positive and constructive relationships with and between team members 6.2 Review and update team objectives in support of business goals on a regular basis in consultation with team members 6.3 Identify strengths and weaknesses of team against current and expected work requirements 6.4 Schedule time, on a regular basis, for team members to review work operations to maintain and improve operational efficiency 6.5 Encourage team members to monitor their own performance, suggest improvements and identify professional development needs, in accordance with personal and business requirements 6.6 Monitor and review staff turnover rate

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1-1.3, 2.2, 2.3, 2.5, 2.6, 3.1, 4.1, 5.1, 6.3, 6.5, 6.6	• Evaluates complex text to determine legislative, regulatory and workplace documentation
Writing	1.3, 2.1-2.6, 3.1, 3.2, 4.1, 4.2, 5.5, 6.1-6.3, 6.5	• Prepares written reports and workplace documentation that communicate complex information clearly and effectively
Oral Communication	1.2, 2.2-2.4, 3.1, 3.2, 4.2, 5.3, 5.4, 6.1, 6.2, 6.4, 6.5	• Articulates clearly using specific and relevant language suitable to audience to convey requirements, and employs listening and questioning techniques to confirm understanding • Participates in verbal negotiations and coaching using tone and language suitable to audience

© Commonwealth of Australia, 2025 Skills Insight

Numeracy	6.4	• Uses basic mathematical formulas to review staff performances within available work schedules
Navigate the world of work	1.3, 2.2. 3.1, 4.1	• Understands own legal rights and responsibilities and is extending understanding of general legal principles across work contexts • Monitors adherence to organisational policies and procedures and considers own role for its contribution to broader goals of the work environment
Interact with others	2.4, 2.6, 5.3, 6.1, 6.5	• Collaborates with others to achieve joint outcomes, playing an active role in facilitating effective group interaction, influencing direction and taking a leadership role on occasion • Looks for ways of establishing connections and building genuine understanding with a diverse range of people • Actively identifies important communication exchanges, selecting appropriate channels, format, tone and context to suit purpose and audience, and monitors impact
Get the work done	1.1, 1.2, 2.2, 2.3, 2.5, 4.2, 5.1, 5.2, 5.5, 6.3, 6.6	• Uses digital technologies and systems safely, legally and ethically when gathering, storing, accessing and sharing information • Develops plans to manage relatively complex, non-routine tasks with an awareness of how they may contribute to longer-term operational and strategic goals • Makes a range of critical and non-critical decisions in relatively complex situations, taking a range of constraints into account • Uses formal and informal processes to monitor implementation of ideas and reflect on outcomes • Recognises and anticipates an increasing range of familiar problems, their symptoms and causes, actively looking for early warning signs and implementing contingency plans

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
BSBSMB407 Manage a small team Release 2	BSBSMB407 Manage a small	Updated to clarify intent	Equivalent unit

© Commonwealth of Australia, 2025 Skills Insight

Code and title current version	Code and title previous version	Comments	Equivalence status
	team Release 1		

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for BSBSMB407 Manage a small team

Modification History

Release	Comments
Release 2	This version released with BSB Business Services Training Package Version 2.0. Version created to clarify intent of unit
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- use the business plan to:
  - determine staffing requirements
  - coordinate skill-gap training where required
  - develop human resource policies and procedures
- develop job descriptions and selection criteria
- determine induction processes
- implement staff development program
- adhere to legal requirements and codes of practice
- develop staff records system
- conduct ongoing performance measures
- communicate effectively with staff members
- develop contingency plans
- develop strategies to review team performance
- monitor and review staff.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- discuss all government legislative requirements relating to staffing the business operation

© Commonwealth of Australia, 2025 Skills Insight

- explain work health and safety (WHS) responsibilities and procedures for managing hazards
- summarise relevant industry awards or enterprise agreements
- outline staff development pathways
- identify training course options for staff development
- summarise staff counselling, grievance and disciplinary procedures
- identify unfair dismissal legislation and procedures.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the Management and Leadership – Small and Micro Business field of work and include access to:

- business equipment and resources
- relevant legislation, regulations, standards and codes
- relevant workplace documentation and resources
- case studies or where possible, real situations
- interaction with others.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10

© Commonwealth of Australia, 2025 Skills Insight

CPPCLO3020 Pressure wash and clean surfaces

Modification History

Release 1.

Replaces superseded equivalent CPPCLO3020A Clean using pressure washing.

This version first released with CPP Property Services Training Package Version 4.

Application

This unit of competency specifies the outcomes required to set up and use pressure washing equipment to clean surfaces by producing a variable stream of water or cleaning chemical. The unit covers assessing the extent of the cleaning task, and selecting the equipment, chemicals and cleaning methods required for the task.

The unit supports cleaners who work alone or in teams. It applies in a range of commercial and residential work sites.

No licensing, legislative, regulatory, or certification requirements apply to this unit of competency at the time of endorsement.

Pre-requisite Unit

Nil

Unit Sector

Cleaning operations

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions.
1.	Plan and prepare to clean using pressure washing.	1.1. Type and condition of ***surfaces*** to be pressure washed are assessed, job requirements are reviewed, and issues are clarified.

© Commonwealth of Australia, 2025 Skills Insight

		1.2.	Work site ***hazards*** are assessed and risks controlled according to company, legislative, and ***health and safety requirements***.
		1.3.	***Soil types*** are identified by observation and ***cleaning chemicals*** required for the task are selected and prepared.
		1.4.	***Equipment*** is selected according to job requirements, checked for serviceability, and faults are rectified or reported before starting work.
		1.5.	***Personal protective equipment*** (PPE) is sourced according to manufacturer specifications, and health and safety and company requirements.
		1.6.	Signs and barricades are selected and installed according to health and safety, and company requirements.
		1.7.	Pre-existing damage is identified and reported according to company requirements.
2.	Use pressure washing equipment and techniques.	2.1.	Items requiring protection from pressure spray are covered and secured according to specified requirements.
		2.2.	Heavily soiled areas are pre-sprayed according to manufacturer specifications and company requirements.
		2.3.	Pressure washing is conducted using equipment and chemicals and according to manufacturer specifications.
		2.4.	Hand washing is performed on areas requiring additional treatment, using suitable equipment and chemicals according to manufacturer specifications.
		2.5.	Washed area is rinsed using required equipment and allowed to dry.
3.	Tidy work site.	3.1.	Collected soil and waste are disposed of according to client and company specifications, and legislative, environmental, and health and safety requirements.
		3.2.	Protective coverings are removed and items returned to position according to specified requirements.
		3.3.	Signs and barricades are removed according to health and safety, and company requirements.

© Commonwealth of Australia, 2025 Skills Insight

4.	Clean and safety check equipment, and store equipment and chemicals.	4.1. Equipment and PPE are cleaned, safety checked and stored according to manufacturer specifications and environmental, health and safety, and company requirements. 4.2. Unused chemicals are stored or disposed of according to manufacturer specifications, and health and safety and company requirements.

Foundation Skills

This section describes the language, literacy, numeracy and employment skills essential to performance in this unit but not explicit in the performance criteria.

Skill	Performance feature
Numeracy skills to:	• dilute and mix required chemicals using whole numbers and routine fractions.
Oral communication skills to:	• ask questions to clarify job requirements • respond clearly and concisely to client questions.

Reading skills to:	• interpret directions and safety instructions, including:
	  • equipment operating manuals
	  • product labels
	  • safety data sheets (SDS).

Writing skills to:	• document and report faults in equipment to manufacturer and other personnel.

Range of Conditions

This section specifies work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Bold italicised wording, if used in the performance criteria, is detailed below.

Surfaces must include at least three of the following:	• brick, including rendered brick surfaces • concrete, including polished concrete • metal surfaces, including industrial kitchen equipment and industrial machinery • painted • polyresin.

© Commonwealth of Australia, 2025 Skills Insight

Hazards that must be assessed include:	• biological and environmental contaminants • chemical exposure via absorption, ingestion and inhalation • chemical reactivity • dust and fibre particulates • electrical • environmental allergens • explosions • fatigue • fire • manual handling • noise • poor ventilation • slips, trips and falls • syringes and sharps • working in confined spaces.

Health and safety requirements must include:	• access to communication devices when working alone
	• compliance with Safe Work Australia regulations and guidelines
	• electrical equipment test and tag compliance
	• emergency response procedures
	• environmental controls
	• hazard signs and barricades
	• health and safety induction and refresher training
	• manual handling techniques
	• processes for safely dispensing chemicals
	• risk assessment procedures, including:
	  • hazardous chemicals register
	  • hierarchy of control
	  • job safety analyses (JSA) for low-risk situations
	  • safe work method statements (SWMS) for high-risk situations
	  • incident reporting
	• SDS
	• selection and use of required PPE
	• storage and maintenance of equipment according to manufacturer specifications
	• use of first aid according to SDS information.

Soil types must include at least three of the following:	• graffiti • grease and oil • mould and mildew • pollution marks.
Cleaning chemicals	• acid cleaners

© Commonwealth of Australia, 2025 Skills Insight

must include at least one of the following:	• alkaline cleaners • low environmental impact chemicals • neutral cleaners • solvent cleaners.
Equipment must include at least two of the following:	• brooms • cloths • hoses • lances • pressure washers • squeegees • wet area electrical safety connections.
Personal protective equipment must include at least three of the following:	• ear muffs and plugs • gloves • eye protection • disposable respirators • safety shoes • sun protection • wet-work clothing.

Unit Mapping Information

CPPCLO3020A Clean using pressure washing

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for CPPCLO3020 Pressure wash and clean surfaces

Modification History

Release 1.

Replaces superseded equivalent CPPCLO3020A Clean using pressure washing.

This version first released with CPP Property Services Training Package Version 4.

Performance Evidence

A person demonstrating competency in this unit must satisfy the requirements of the elements, performance criteria, foundation skills and range of conditions of this unit.

The person must also pressure wash three of the following surface types:

- brick, including rendered brick surfaces
- concrete, including polished concrete
- metal surfaces, including industrial kitchen equipment and industrial machinery
- painted
- polyresin.

In doing the above work, the person must:

- remove three of the following different soil types:
  - graffiti
  - grease and oil
  - mould and mildew
  - pollution marks
- identify site hazards and control risks before commencing the task
- identify surface and soil types
- select and prepare required cleaning equipment, including personal protective equipment (PPE) and cleaning chemicals
- use safe and efficient cleaning methods using pressure washing.

Knowledge Evidence

A person demonstrating competency in this unit must demonstrate knowledge of:

- suitability of different surfaces for pressure washing

© Commonwealth of Australia, 2025 Skills Insight

- key requirements of legislation, regulations, codes of practice and industry advisory standards relating to cleaning using pressure washing, including industry advisory standards and codes, such as dangerous goods codes
- processes for safely handling and disposing of waste, including:
  - chemicals past their expiry date
  - obsolete equipment
  - disposal of packaging
  - sweeping detritus
  - used containers
  - used or contaminated PPE
  - used or unused chemicals
- safe handling techniques for working with hazardous chemicals, including:
  - emergency chemical spill control measures
  - routes of entry and potential symptoms of exposure to chemicals
  - safe methods for distilling chemicals
  - working according to safety data sheets (SDS)
- range and functionality of equipment used in pressure washing
- procedures for selecting and applying cleaning chemicals required for different surfaces, including:
  - acid cleaners
  - alkaline cleaners
  - low environmental impact chemicals
  - neutral cleaners
  - solvent cleaners.

Assessment Conditions

The following must be present and available to learners during assessment activities:

- equipment:
  - as listed in the range of conditions
  - PPE as listed in the range of conditions
- materials:
  - cleaning chemicals as listed in the range of conditions
- specifications:
  - equipment operating manuals
  - product labels
  - SDS
- physical conditions:
  - suitable work site with range of surfaces as listed in the performance evidence
- relationships with team members and supervisor:
  - work may be conducted alone or as part of a team.

© Commonwealth of Australia, 2025 Skills Insight

Timeframe:

- as specified by the task.

Assessor requirements

As a minimum, assessors must satisfy the assessor requirements in the Standards for Registered Training Organisations (RTOs) current at the time of assessment.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b

© Commonwealth of Australia, 2025 Skills Insight

CPPCLO3035 Maintain cleaning storage areas

Modification History

Release 1.

Replaces superseded equivalent CPPCLO2035A Maintain cleaning storage areas.

This version first released with CPP Property Services Training Package Version 4.

Application

This unit of competency specifies the outcomes required to maintain cleaning consumable storage areas to ensure they are accessible to authorised personnel only, that their contents are safely stored, and that equipment is maintained in serviceable condition. It requires the ability to maintain and operate a safe and efficient cleaning storage area following established procedures for storing and using chemicals according to legislative and health and safety requirements. The unit includes the movement and control of equipment, chemicals and consumables used in the provision of cleaning services.

The unit supports cleaners who work alone or in teams. It applies to storage areas in a range of commercial and residential work sites, including cleaners' rooms at a client work site, chemical cupboards, equipment storage bays, and in-built vehicular storage arrangements to keep consumables and equipment secure during transportation.

No licensing, legislative, regulatory, or certification requirements apply to this unit of competency at the time of endorsement.

Pre-requisite Unit

Nil

Unit Sector

Cleaning operations

Elements and Performance Criteria

Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of

© Commonwealth of Australia, 2025 Skills Insight

conditions.

1.	Ensure safety and security of cleaning storage area and its contents.	1.1. ***Storage area*** is secured from unauthorised access according to legislative, company, and ***health and safety requirements***.
		1.2. ***Hazards*** in storage area are assessed and risks controlled according to legislative, company, and health and safety requirements.
		1.3. Safety warning charts and labels are prominently displayed and ***safety information*** is made accessible according to legislative, company, and health and safety requirements.
		1.4. ***Equipment*** is stored, maintained and checked to enable ready access and re-use according to manufacturer specifications and legislative, company, and health and safety requirements.
		1.5. ***Cleaning chemicals*** and ***consumables*** are stored according to manufacturer specifications and legislative, company, and health and safety requirements.
		1.6. ***Personal protective equipment*** (PPE) is cleaned, safety checked and stored, and maintenance requirements are recorded, according to manufacturer specifications, and health and safety and company requirements.
		1.7. Communication tools are stored and used according to company requirements.
		1.8. Storage area is kept accessible and free of obstacles according to practical restrictions of site or vehicle, and health and safety and company requirements.
2.	Control equipment, chemical and consumable stock.	2.1. Inventory system of equipment, PPE, chemicals and consumables with maximum and minimum holding levels is maintained according to company requirements.
		2.2. Usage patterns are monitored and chemicals and consumables are re-ordered to maintain required levels according to company requirements.
		2.3. Labelling system of containers is maintained according to manufacturer specifications and legislative, company, and health and safety requirements.
		2.4. Chemicals and consumables are issued on a first-in

© Commonwealth of Australia, 2025 Skills Insight

			first-out basis according to company requirements.
3.	Handle waste.	3.1.	Collected soil and waste are disposed of according to client and company specifications, and legislative, environmental, and health and safety requirements.
		3.2.	Obsolete equipment and chemicals are identified, collected and disposed of according to manufacturer specifications, and environmental, legislative, company, and health and safety requirements.
4.	Respond to emergency situations.	4.1.	Spillages and emergency situations are responded to in line with emergency response procedures and according to environmental, legislative, company, and health and safety requirements.
		4.2.	Required documentation is completed following an emergency situation and submitted according to environmental, legislative, company, and health and safety requirements.

Foundation Skills

This section describes the language, literacy, numeracy and employment skills essential to performance in this unit but not explicit in the performance criteria.

Skill	Performance feature
Learning skills to:	• identify and access a range of resources to assist in maintaining security and safety of cleaning storage area.
Numeracy skills to:	• calculate current and required levels of stock.
Oral communication skills to:	• ask questions to clarify job requirements.

Reading skills to:	• interpret simple, structured manufacturer instructions when using equipment and chemicals
	• interpret directions and safety instructions, including:
	  • equipment operating manuals
	  • product labels
	  • safety data sheets (SDS).

Writing skills to:	• report faults in equipment to manufacturer and other personnel • use legible handwriting when recording stock levels and completing incident reports.

© Commonwealth of Australia, 2025 Skills Insight

Teamwork skills to:	• work collaboratively with others accessing and using the same storage area.
Initiative and enterprise skills to:	• proactively report the need for additional products or equipment.

Range of Conditions

This section specifies work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Bold italicised wording, if used in the performance criteria, is detailed below.

Storage area must include at least one of the following:	• cleaners' room located at client work site • in-vehicular cleaning storage facility.

Health and safety requirements must include:	• access to communication devices when working alone
	• compliance with Safe Work Australia regulations and guidelines
	• electrical equipment test and tag compliance
	• emergency response procedures
	• environmental controls
	• hazard signs and barricades
	• health and safety induction and refresher training
	• manual handling techniques
	• processes for safely dispensing chemicals
	• risk assessment procedures, including:
	  • hazardous chemicals register
	  • hierarchy of control
	  • job safety analyses (JSA) for low-risk situations
	  • safe work method statements (SWMS) for high-risk situations
	  • incident reporting
	• SDS
	• selection and use of required PPE
	• storage and maintenance of equipment according to manufacturer specifications
	• use of first aid according to SDS information.

Hazards that must be assessed include:	• biological and environmental contaminants • chemical exposure via absorption, ingestion and inhalation • chemical reactivity • dust and fibre particulates

© Commonwealth of Australia, 2025 Skills Insight

- electrical
- environmental allergens
- explosions
- fatigue
- fire
- manual handling
- noise
- poor ventilation
- slips, trips and falls
- syringes and sharps
- working in confined spaces.

Safety information must include:

- chemical co-location, separation and segregation arrangements
- chemical manifests
- chemical registers
- company policies and procedures relating to workplace safety
- equipment operation manuals
- manufacturer specifications
- product labels
- SDS.

Equipment must include at least five of the following:

- access equipment, such as ladders
- bins
- brooms
- buckets
- buffers
- cleaning trolleys
- cloths
- cobwebbers
- doodle bag holders
- drop sheets
- drying equipment
- dustpans and brushes
- dusters
- extension poles
- extraction units
- wands
- hoses
- microfibre products
- mops
- polishers
- pressure-washing equipment and attachments
- scouring pads
- scrapers

© Commonwealth of Australia, 2025 Skills Insight

	• scrubbers • sponges • spray bottles • squeegees • steam cleaners • sweepers • vacuum cleaners and attachments • window cleaning equipment • work site communication devices.
Cleaning chemicals must include at least one of the following:	• acid cleaners • alkaline cleaners • low environmental impact chemicals • neutral cleaners • solvent cleaners.
Consumables must include at least two of the following:	• air fresheners • hand towels • liner bags • soap • toilet paper.
Personal protective equipment must include at least two of the following:	• disposable respirators • eye protection • gloves • protective clothing • safety shoes.

Unit Mapping Information

CPPCLO2035A Maintain cleaning storage areas

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for CPPCLO3035 Maintain cleaning storage areas

Modification History

Release 1.

Replaces superseded equivalent CPPCLO2035A Maintain cleaning storage areas.

This version first released with CPP Property Services Training Package Version 4.

Performance Evidence

A person demonstrating competency in this unit must satisfy the requirements of the elements, performance criteria, foundation skills and range of conditions of this unit.

The person must also maintain one of the following cleaning storage areas:

- cleaners' room located at client work site
- in-vehicular cleaning storage facility used to transport cleaning equipment from site to site.

In doing the above work, the person must:

- maintain cleaning storage area and stock levels, ensuring correct storage of equipment, chemicals and consumables required for work site and client requirements
- maintain the security and accessibility of storage area
- maintain accurate labelling of chemicals
- maintain legible stock control records and documentation
- access each of the following documentation:
  - accident and incident reporting documentation
  - job sheets
  - health and safety control procedures, forms and documentation
  - safety data sheets (SDS).

In doing the above work, the person must also implement correct emergency response procedures in the event of a chemical spillage on site or inside the cleaning storage area, including:

- undertaking correct clean-up procedures, including erecting required signs and barricades
- accurately and legibly completing required incident reporting documentation.

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

A person demonstrating competency in this unit must demonstrate knowledge of:

- application and operation of on-site communication tools, including:
  - mobile telephones
  - noticeboards
  - two-way radios
  - whiteboards
- documentation requirements in the event of an incident or accident
- environmental requirements relating to maintaining cleaning storage areas, including:
  - clean-up, containment and isolation procedures
  - environmental protection agency requirements relating to maintaining cleaning storage areas
  - use of low-energy cleaning methods
  - use of low-moisture cleaning methods
  - use of low water-use equipment and water-efficient cleaning methods
  - use of non-chemical cleaning methods
- key requirements of legislation, regulations, codes of practice and industry advisory standards relating to maintaining cleaning storage areas, including:
  - health and safety legislation
  - industry advisory standards and codes, such as dangerous goods codes
- safe handling techniques for working with hazardous chemicals, including:
  - emergency chemical spill control measures
  - routes of entry and potential symptoms of exposure to chemicals
  - safe methods for distilling chemicals
  - working according to SDS
- procedures for safe treatment and handling of the following waste:
  - chemicals past their expiry date
  - obsolete equipment
  - packaging
  - used containers
  - used or contaminated personal protective equipment (PPE)
  - used or unused chemicals
- processes for inventory and stock control and ordering replenishment stock
- manufacturer specifications for equipment and chemicals being used.

Assessment Conditions

The following must be present and available to learners during assessment activities:

- equipment:
  - as listed in the range of conditions

© Commonwealth of Australia, 2025 Skills Insight

    - PPE as listed in the range of conditions
- materials:
    - cleaning chemicals as listed in the range of conditions
    - consumables as listed in the range of conditions
- contingencies:
    - handling of chemicals that are past expiry
    - disposal of contaminated PPE and materials
    - handling of emergency situations
- specifications:
    - equipment operating manuals
    - product labels
    - SDS
- physical conditions:
    - access to commercial or residential cleaning site with suitable cleaning storage area
- relationships with team members and supervisor:
    - work may be conducted alone or as part of a team.

Timeframe:

- as specified by the task.

Assessor requirements

As a minimum, assessors must satisfy the assessor requirements in the Standards for Registered Training Organisations (RTOs) current at the time of assessment.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b

© Commonwealth of Australia, 2025 Skills Insight

CPPCLO3036 Clean at heights

Modification History

Release 1.

Replaces superseded equivalent CPPCLO3036A Clean at high levels.

This version first released with CPP Property Services Training Package Version 4.

Application

This unit of competency specifies the outcomes required to clean at heights above two metres from the ground or from a solid floor construction. It covers assessing the extent of the cleaning task and selecting the required equipment, chemicals and cleaning methods. Cleaning at heights may occur indoors or outdoors and can involve the use of specialised equipment to access the area to be cleaned.

The unit supports cleaners who work alone or in teams. It applies in a range of commercial and residential work sites. The unit does not apply to work requiring the use of elevated work platforms.

No licensing, legislative, regulatory, or certification requirements apply to this unit of competency at the time of endorsement.

Pre-requisite Unit

Nil

Unit Sector

Cleaning operations

Elements and Performance Criteria

Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions.
1. Identify work area	1.1. Work area and job requirements are identified and need

© Commonwealth of Australia, 2025 Skills Insight

	requirements.		for access equipment is confirmed according to work instructions.
		1.2.	Method of accessing work area is identified according to ***safe work method statement*** (SWMS).
		1.3.	Access equipment is selected, set up and inspected for defects, and issues are reported and rectified before commencing cleaning tasks.
		1.4.	Safe work methods for moving cleaning equipment and chemicals are identified to minimise risks.
		1.5.	Personal protective equipment (PPE) is selected according to the work task, manufacturer specifications, and health and safety and company requirements.
		1.6.	Tasks are sequenced to ensure maximum efficiency for completing cleaning requirements.
		1.7.	Drop sheets are placed on floor, furniture and equipment as required and according to client and site requirements.
2.	Access area to be cleaned.	2.1.	***Fall protection system*** where required is correctly fitted, adjusted and anchored.
		2.2.	Work site ***hazards*** are assessed and risks controlled according to company, legislative, and ***health and safety requirements***.
		2.3.	Access equipment is inspected for defects, and issues are reported and rectified within scope of own responsibilities according to health and safety requirements.
		2.4.	Cleaning equipment and chemicals are positioned to eliminate risk of items falling.
3.	Conduct cleaning tasks.	3.1.	Cleaning is conducted following approved procedures and SWMS.
		3.2.	Communication with team members and other site personnel is maintained as required to progress cleaning tasks within agreed timelines.
		3.3.	Fall protection system is kept in place and adjusted to cater for movement during cleaning process.
		3.4.	Scaffold components and fall barriers are kept in place during cleaning process.

© Commonwealth of Australia, 2025 Skills Insight

	3.5. Work area is exited following SWMS and supervisor-approved methods for moving self, cleaning equipment and chemicals to ground level.

Foundation Skills

This section describes the language, literacy, numeracy and employment skills essential to performance in this unit but not explicit in the performance criteria.

Skill	Performance feature
Numeracy skills to:	• dilute and mix chemicals required for cleaning tasks using whole numbers and routine fractions.
Oral communication skills to:	• ask questions to clarify job requirements.

Reading skills to:	• interpret safety instructions in a range of texts, including:
	  • equipment manuals
	  • safety data sheets (SDS).

Writing skills to:	• document and report faults in equipment to manufacturer and other personnel.
Planning and organising skills to:	• locate and apply instructions for cleaning tasks • plan and schedule cleaning tasks.

Range of Conditions

This section specifies work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Bold italicised wording, if used in the performance criteria, is detailed below.

Safe work method statement must include:	• tools and equipment, including PPE prescribed by legislation, regulations, and work site and workplace requirements • establishing exclusion areas using signs and barricades • hazard identification and risk assessment for work site and job tasks • health and safety and environmental requirements mandated by regulatory authorities, work site safety plan, and workplace procedures • risk control measures to be implemented for job tasks • safe operating procedures for:

© Commonwealth of Australia, 2025 Skills Insight

- accessing, moving within, and leaving work site
- moving and placing tools, equipment and materials
- using tools and equipment at heights.

Fall protection systems must include at least one of the following:

- lanyards
- harness.

Hazards that must be assessed include:

- biological and environmental contaminants
- chemical exposure via absorption, ingestion and inhalation
- chemical reactivity
- dust and fibre particulates
- electrical
- environmental allergens
- explosions
- fatigue
- fire
- manual handling
- noise
- poor ventilation
- slips, trips and falls
- syringes and sharps
- working in confined spaces.

Health and safety requirements must include:

- access to communication devices when working alone
- compliance with Safe Work Australia regulations and guidelines
- electrical equipment test and tag compliance
- emergency response procedures
- environmental controls
- hazard signs and barricades
- health and safety induction and refresher training
- manual handling techniques
- processes for safely dispensing chemicals
- risk assessment procedures, including:
  - hierarchy of control
  - job safety analyses (JSA) for low-risk situations
  - SWMS for high-risk situations
  - incident reporting
- SDS
- selection and use of required PPE
- storage and maintenance of equipment according to manufacturer specifications
- use of first aid according to SDS information.

© Commonwealth of Australia, 2025 Skills Insight

Unit Mapping Information

CPPCLO3036A Clean at high levels

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for CPPCLO3036 Clean at heights

Modification History

Release 1.

Replaces superseded equivalent CPPCLO3036A Clean at high levels.

This version first released with CPP Property Services Training Package Version 4.

Performance Evidence

A person demonstrating competency in this unit must satisfy the requirements of the elements, performance criteria, foundation skills and range of conditions of this unit.

The person must also:

- identify, assess and manage risks while completing three different cleaning tasks at a height above two metres from the ground or from a solid floor construction, with one of the cleaning tasks requiring the use of a fall protection system
- transport cleaning equipment and chemicals to the above work areas
- complete the above cleaning tasks using the transported cleaning equipment and chemicals
- return the cleaning equipment and chemicals to ground level at job completion.

In doing the above work, the person must:

- locate, interpret and apply cleaning task information, standards and specifications
- select, prepare and use required access and fall protection system and work methods
- safely and effectively use tools, plant and equipment
- communicate and work effectively and safely with others.

Knowledge Evidence

A person demonstrating competency in this unit must demonstrate knowledge of:

- key requirements of legislation, regulations, codes of practice and industry advisory standards relating to cleaning at heights, including:
  - Australian standards and codes of practice for the safe use of ladders
  - work health and safety legislation when cleaning at heights
- preparation and safe use of access equipment when cleaning, including:
  - bosun chairs

© Commonwealth of Australia, 2025 Skills Insight

  - building maintenance units
  - extension poles
  - industrial rope access
  - ladders, including extension ladders
  - scaffolding
  - water-fed extension brooms
- processes for identifying and reporting faults in access equipment and fall protection systems.

Assessment Conditions

The following must be present and available to learners during assessment activities:

- equipment:
  - access equipment required for site
  - cleaning equipment required for task
  - fall protection systems required for site
  - signs and barricades required for task
- materials:
  - cleaning products required for task
- specifications:
  - safe work method statement (SWMS)
- physical conditions:
  - suitable venue with cleaning required at least two metres above ground or a solid floor construction
  - suitable weather conditions if task performed outdoors
- contingencies:
  - faults in access equipment
- relationships with team members and supervisor:
  - work may be conducted alone or as part of a team.

Timeframe:

- as specified by the task.

Assessor requirements

As a minimum, assessors must satisfy the assessor requirements in the Standards for Registered Training Organisations (RTOs) current at the time of assessment.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b

© Commonwealth of Australia, 2025 Skills Insight

CPPCLO3038 Clean food-handling areas

Modification History

Release 1.

Replaces superseded equivalent CPPCLO3038A Clean food-handling areas.

This version first released with CPP Property Services Training Package Version 4.

Application

This unit of competency specifies the outcomes required to clean areas where food is dispatched, handled, inspected, packaged, prepared, processed, received, stored and transported. The unit covers assessing the extent of the cleaning task and selecting required cleaning equipment, chemicals and methods.

The unit supports cleaners who work alone or in teams. It applies in a range of commercial and residential work sites, including food courts and commercial or industrial food-processing kitchens or plants.

No licensing, legislative, regulatory, or certification requirements apply to this unit of competency at the time of endorsement.

Pre-requisite Unit

Nil

Unit Sector

Cleaning operations

Elements and Performance Criteria

Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions.
1. Plan and prepare to clean	1.1. Work site ***hazards***, including cross-contamination, are assessed and risks controlled according to company,

© Commonwealth of Australia, 2025 Skills Insight

	food-handling areas.		legislative, and ***health and safety requirements***.
		1.2.	Requirements of food-safety program applicable to the area are accessed, interpreted and applied to planning.
		1.3.	***Surfaces*** and ***soil types*** are identified by observation, and cleaning techniques and ***cleaning chemicals*** required for task are selected and prepared.
		1.4.	***Equipment*** is selected, checked for serviceability and compliance with cleaning and sanitation requirements of food-safety program, and faults are rectified or reported before starting work.
		1.5.	***Personal protective equipment*** (PPE) is sourced according to manufacturer specifications, and health and safety and company requirements.
		1.6.	***Consumables*** are obtained to meet anticipated usage patterns according to company requirements.
		1.7.	Signs and barricades are selected and installed according to health and safety, and company requirements.
2.	Replenish consumables and remove waste.	2.1.	Consumables are replenished according to client and company requirements.
		2.2.	Rubbish bins are emptied, cleaned and sanitised according to specified requirements, and new replacement bin liners are inserted.
		2.3.	Collected soil and waste are disposed of according to client and company specifications, and legislative, environmental, and health and safety requirements.
3.	Clean food-handling surfaces.	3.1.	Loose dirt and debris are removed from food-handling surfaces prior to applying cleaning treatment.
		3.2.	Physical movement around food-handling areas is conducted according to food-safety program.
		3.3.	Chemicals are applied to surfaces and allowed to dwell according to manufacturer specifications and company requirements.
		3.4.	Surfaces are thoroughly rinsed and allowed to dry according to company requirements.
		3.5.	Practices inconsistent with food-safety program are reported according to company requirements.

© Commonwealth of Australia, 2025 Skills Insight

4.	Sanitise food-handling surfaces.	4.1. Chemical sanitisers or heat are applied to food-handling surfaces according to job requirements.
		4.2. Surfaces are thoroughly rinsed and allowed to dry according to company requirements.
5.	Clean, safety check and store equipment.	5.1. Signs and barricades are removed according to health and safety, and company requirements.
		5.2. Equipment and PPE are cleaned, safety checked and stored according to manufacturer specifications and environmental, health and safety, and company requirements.
		5.3. Unused chemicals are stored or disposed of according to manufacturer specifications, and health and safety and company requirements.

Foundation Skills

This section describes the language, literacy, numeracy and employment skills essential to performance in this unit but not explicit in the performance criteria.

Skill	Performance feature
Learning skills to:	• source and apply requirements of different food-safety programs to different food-handling environments.
Numeracy skills to:	• perform calculations required for diluting and mixing chemicals as specified on product labels.
Oral communication skills to:	• ask questions to clarify job requirements.

Reading skills to:	• interpret manufacturer instructions when using equipment and preparing chemicals
	• read and interpret directions and safety instructions, including:
	  • chemical labels
	  • safety data sheets (SDS).

Writing skills to:	• document and report faults in equipment to manufacturer and other personnel.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

This section specifies work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Bold italicised wording, if used in the performance criteria, is detailed below.

Hazards that must be assessed include:

- biological and environmental contaminants
- chemical exposure via absorption, ingestion and inhalation
- chemical reactivity
- dust and fibre particulates
- electrical
- environmental allergens
- explosions
- fatigue
- fire
- manual handling
- noise
- poor ventilation
- slips, trips and falls
- sharps.

Health and safety requirements must include:

- access to communication devices when working alone
- compliance with Safe Work Australia regulations and guidelines
- electrical equipment test and tag compliance
- emergency response procedures
- environmental controls
- hazard signs and barricades
- health and safety induction and refresher training
- manual handling techniques
- processes for safely dispensing chemicals
- risk assessment procedures, including:
  - hazardous chemicals register
  - hierarchy of control
  - job safety analyses (JSA) for low-risk situations
  - safe work method statements (SWMS) for high-risk situations
  - incident reporting
- SDS
- selection and use of required PPE
- storage and maintenance of equipment according to manufacturer specifications
- use of first aid according to SDS information.

Surfaces must include

- ceramics and porcelain

© Commonwealth of Australia, 2025 Skills Insight

at least five of the following:	• chrome • concrete • floors and walls • fridge and freezer seals • glass • laminate • metal • paint • plastic • stainless steel • stone • terracotta • vinyl.
Soil types must include at least three of the following:	• baked-on food and grease • dust • food and drink stains • food and drink residue • grease and oil • litter • mould • rust • tannin stains.
Cleaning chemicals must include at least one of the following:	• acid cleaners • alkaline cleaners • low environmental impact chemicals • neutral cleaners • solvent cleaners.
Equipment must include at least five of the following:	• brooms • brushes and dustpan • buckets • cleaning trolleys • cloths • disposable wipes • doodle bugs • hoses and nozzles • mops • sharps disposal units • scourers • scrapers • scrubbing and polishing machines • scrubbing brushes • tongs

© Commonwealth of Australia, 2025 Skills Insight

	• squeegees.
Personal protective equipment must include at least two of the following:	• disposable respirators • eye protection • gloves • hair nets • safety shoes • tongs.
Consumables must include at least two of the following:	• air fresheners • bin liners • disposable gloves • paper hand towels • liquid hand-soap.

Unit Mapping Information

CPPCLO3038A Clean food-handling areas

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for CPPCLO3038 Clean food-handling areas

Modification History

Release 1.

Replaces superseded equivalent CPPCLO3038A Clean food-handling areas.

This version first released with CPP Property Services Training Package Version 4.

Performance Evidence

A person demonstrating competency in this unit must satisfy the requirements of the elements, performance criteria, foundation skills and range of conditions of this unit.

The person must also clean three of the following different food-handling areas:

- commercial food-preparation area
- commercial food-processing area
- food court
- food storage area
- refrigeration area
- public food-handling area
- residential food-handling area.

In doing the above work, the person must:

- identify and control site hazards, including contamination hazards, before commencing cleaning, and take steps to prevent identified hazards
- identify type of surfaces and soil present in the work area
- select cleaning equipment required for the task
- fit and use personal protective equipment (PPE) as required by work tasks to meet food business requirements
- maintain housekeeping standards in food-handling area and dispose of waste to meet food-handling requirements
- maintain personal hygiene to ensure that food safety is not compromised
- replenish two different types of consumables.

Knowledge Evidence

A person demonstrating competency in this unit must demonstrate knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- methods for cleaning food-handling areas, including the use of microfibre products
- methods for cleaning surfaces in food-handling areas
- cleaning and sanitation requirements of food-handling areas, including:
  - required chemicals, equipment and cleaning methods
  - personal hygiene practices, including:
    - clothing and footwear requirements associated with working and moving in and between food-handling and non food-handling areas
    - washing hands before entering food-handling areas
- key requirements of legislation, regulations, codes of practice and industry advisory standards relating to cleaning food-handling areas, including Food Safety Standard 3.2.2, Clause 17:3
- processes for safely handling and disposing of waste, including:
  - chemicals past their expiry date
  - obsolete equipment
  - disposal of packaging
  - sweeping detritus
  - used containers
  - used or contaminated PPE
  - used or unused chemicals
- processes for recording and reporting health conditions and illness as required by workplace food-safety procedures
- purpose and operation of food-safety program as it applies to cleaning food-handling areas, including specifications for:
  - how hazards can be controlled
  - how controls are monitored
  - corrective actions required if conditions are not met
  - information to be recorded and procedures to be signed off
  - key requirements of legislation and regulations relating to work in food-handling areas
  - responsibilities for any person visiting or working in food-handling areas
  - minimum procedures to ensure person does not:
    - contaminate food
    - have unnecessary contact with ready-to-eat food
    - spit, smoke or use tobacco or similar in food-handling areas
- range of potential contamination hazards in food-handling areas, including:
  - chemical contamination of food caused by cleaning and sanitation chemicals
  - microbiological contamination of food resulting from cross-contamination when moving into and between food-handling areas
  - physical contamination of food caused by metal, glass, plastic and cloths used in the cleaning process
- routes of entry and potential symptoms of exposure to chemicals

© Commonwealth of Australia, 2025 Skills Insight

- types and application of different signs and barricades to be installed prior to cleaning, including:
  - physical barricades and restraints erected to restrict access to site
  - signs complying with legislative requirements and Australian standards warning of danger or adverse conditions, including:
    - cleaning in progress
    - hazardous chemicals in use or present in work area.

Assessment Conditions

The following must be present and available to learners during assessment activities:

- equipment:
  - as listed in the range of conditions
  - PPE as listed in the range of conditions
- materials:
  - cleaning chemicals as listed in the range of conditions
  - consumables as listed in the range of conditions
- specifications:
  - Food Safety Standard 3.2.2, Clause 17:3
  - food-safety program
  - work instructions and schedules
- physical conditions:
  - work site with food-handling areas
- relationships with team members and supervisor:
  - work may be conducted alone or as part of a team.

Timeframe:

- as specified by the task.

Assessor requirements

As a minimum, assessors must satisfy the assessor requirements in the Standards for Registered Training Organisations (RTOs) current at the time of assessment.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b

© Commonwealth of Australia, 2025 Skills Insight

FDFAU4001A Assess compliance with food safety programs

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers skills and knowledge required to assess compliance against an approved food safety program where the program is supported by a prescriptive template or tool or where compliance is checked against a food safety program that has been validated by a technical expert.

Application of the Unit

Application of the unit	This unit applies to regulatory, commercial or internal auditors. When this unit is applied to regulatory auditing it should be noted that the National Food Safety Audit Policy for regulatory auditing requires that the unit FDFAU4002A Communicate and negotiate to conduct food safety audits, must be pre or co-assessed with this unit when applied to assessing compliance against approved food safety programs that have been validated by a technical expert.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Plan the audit	1.1. An audit plan is developed to meet the audit scope 1.2. The plan is capable of delivering the required outcomes within resource and time allocations 1.3. Plan includes audit purpose, scope and relevant templates or approved food safety program 1.4. Activities and responsibilities for the audit are identified 1.5. Audit timing (as required by legislation and/or client) is identified including timetable for each stage of the audit 1.6. Resource, personnel and reporting requirements are identified 1.7. Follow up and completion procedures are identified 1.8. Communication protocols are identified and established to facilitate the effective exchange of information and suited to the auditee environment

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
2. Confirm that the food business has documented required preliminary work	2.1. The food and the method of distribution are defined 2.2. Customers and intended use of food is identified 2.3. The process is described and documented 2.4. The food business has checked their documentation for accuracy and completeness
3. Confirm the food safety program is supported by a tool or template or has been validated	3.1. The documented food safety program and related procedures and prerequisite programs are assessed to confirm that they have a prescriptive tool or have been validated by a technical expert 3.2. The food business method of identifying and analysing food safety hazards is reviewed 3.3. Templates or the approved food safety program are correctly selected to meet audit scope 3.4. Templates or the approved food safety program are appropriately adapted to suit the needs of the business without adversely affecting food safety 3.5. Documented verification records are reviewed to confirm that the requirements of the food safety program are being met 3.6. Corrective actions required where processes are identified as not meeting targets or critical limits are assessed to confirm they meet the requirements of the template or food safety program 3.7. Food safety prerequisite programs are assessed to confirm they are appropriate for the food business/industry sector to maintain a safe food environment 3.8. Food safety program documents are reviewed to confirm currency, accuracy and adequacy to facilitate maintenance of an adequate food safety program
4. Collect evidence to review and assess implementation of food safety programs	4.1. Evidence is collected to confirm that documented programs and procedures are working effectively, reflect actual practice and are consistently applied 4.2. Evidence is collected to confirm that food safety monitoring and corrective actions are carried out according to procedure 4.3. Evidence is collected to confirm that safety prerequisite programs are effective and consistently followed 4.4. Evidence is collected to confirm that food safety records are completed and provide an accurate

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	record of events 4.5. Evidence is collected to confirm that records are accessed and analysed to confirm effective program maintenance in accordance with the template or food safety program 4.6. Evidence is collected to confirm that food safety skills and knowledge of food business personnel is commensurate with their work role 4.7. Evidence is collected to confirm that the food safety program has been internally monitored and assessed, updated and improved by a technical expert
5. Manage the audit process	5.1. Audit progress is monitored against the audit plan and any variation to plan is identified and addressed 5.2. Circumstances requiring the audit plan to be adjusted are identified and negotiated in a timely manner 5.3. Audits address audit scope and are conducted within time and resource constraints to meet quality and professional standards 5.4. The audit process is reviewed to identify opportunities for improvement
6. Consolidate audit outcomes	6.1. Audit evidence is analysed and assessed to identify any areas of non-compliance with legislation and/or the food safety program 6.2. Non-conformities are identified and classified as agreed by the audit plan 6.3. Non-conformities are reported in accordance with agreed client and/or legislative requirements 6.4. Audit reports and/or certificates are prepared and submitted or presented as required to meet regulatory and client requirements 6.5. A corrective action implementation plan defining proposed actions and timelines developed by the auditee is reviewed by the auditor to confirm that template or food safety program requirements are met 6.6. Audit findings are reviewed to confirm that evidence is sufficient as defined by the template or approved food safety program
7. Confirm and close out corrective actions	7.1. Implementation and effectiveness of corrective action is monitored and verified against the template or the approved food safety program

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	7.2. Audit records are maintained to record corrective actions

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • plan and organise audit activities • identify work processes and work flow • interpret food safety programs including flow charts, standard operating procedures (SOPs), and other process documentation • describe each process step and identify food safety hazards • conduct research to identify, collect and analyse evidence of compliance with food safety programs • use communication skills to support evidence collection and outcome presentation • identify and classify non-compliances • prepare audit reports and certificates to meet regulatory and client requirements • review corrective action implementation plans • monitor the implementation of corrective actions • maintain audit records
Required knowledge
Knowledge of: • required content and scope of food safety programs as defined in the National Food Safety Standard 3.2.1 or other relevant standards • purpose and minimum requirements of risk-based approaches to managing food safety hazards, including the role of prescriptive templates or approved food safety programs in supporting a risk-based approach and the process used to validate these tools • guidelines on implementing industry templates or approved food safety programs • legal requirements of food businesses • legal liability of auditors and protection against litigation and professional practice issues, including the circumstances under which an auditor could be prosecuted and insurance requirements • audit activities and principles, including guidelines on audit stages and activities as

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
outlined in ISO 19011:2002 • personal attributes required of food safety auditors, including those outlined in ISO 19011:2002, and additional system owner requirements where required • role, responsibilities and powers of enforcement agencies, authorised officers and commercial auditors, including reporting responsibilities, legal liability of auditors and delegation of authority to commercial auditors as may apply in some states and territories • information handling and management system protocols, including issues, such as rights of access to information, maintenance of confidentiality of audit information and reports and information dissemination requirements • evidence appropriate for use in audit processes, including the difference between objective and hearsay evidence and methods for recording and managing evidence to provide reliable reference information in the event that evidence is challenged • vocabulary and terms relating to food safety programs, includign terms and jargon to describe technical processes, industry standards and common biological and chemical terms • common biological, physical and chemical hazards that may occur in the food business and appropriate methods of control and critical limits as outlined in the approved food safety program or template • the impact of (1) the design and construction of premises and (2) the selection, application and condition of equipment, on food safety as defined in Food Safety Standard 3.2.3 • role of prerequisite programs in controlling hazards, including the relationship between prerequisite programs and risk-based approaches, such as HACCP to controlling food safety hazards • circumstances, implications and responsibilities in the event that the auditee requests that the audit ceases • circumstances and authority to initiate cessation of an audit • methods to assess skill requirements and options to confirm that the responsible personnel within the food business have the of food safety and food hygiene relevant to the food business

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	A person who demonstrates competence in this unit must be able to assess compliance against an approved food

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	safety program where the program is supported by a prescriptive template or tool or where compliance is checked against a food safety program that has been validated by a technical expert. Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competency in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • confirm that the food safety program and/or template is appropriate to the activities of the business • review food safety program records to assess compliance against the approved food safety program and/or template • collect and analyse evidence to confirm that the food safety program is consistently followed and controls all critical risks • identify circumstances where variation or customising of the template or food safety program requires further validation • submit non-compliance reports to clearly identify the aspects of the food safety program that have broken down/need further development in order to prevent recurrence.
Context of and specific resources for assessment	Competency may be assessed in an actual workplace or simulated environment that provides access to the required resources. At least one of the scenarios should be assessed in an actual workplace context. Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints. The following resources must be available: • food safety plans • food safety-related documentation required to implement and record the food safety plan • evidence and documentation relevant to processes that would typically be used to assess compliance with the food safety program • plant and equipment that would typically be used in a commercial manufacturing business.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Method of assessment	Assessment methods must satisfy the endorsed Assessment Guidelines of FDF10 Food Processing Industry Training Package. The following assessment methods should be considered to gather sufficient and valid evidence of competency: • observation and a report covering the critical aspects for assessment identified above • questioning to test the level and application of knowledge • workplace example or scenario to allow a valid decision on the compliance of the food safety program to be made, with evidence of recording and feedback.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Food safety program	Food safety programs include both prerequisite programs and a risk-based analysis of food safety hazards to determine required control measures to eliminate, prevent or reduce hazards. Minimum legal requirements for food safety programs are specified in National Food Safety Standard 3.2.1 or other relevant legislative requirements. The food safety program may be based on a template or externally developed program that is adapted to the needs of the business

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Licensing/certification requirements	Licensing and certification requirements are determined by system owners
Technical expert	The requirements of a technical expert are determined by the system owner. System owners may include: • government regulators as well as private system owners
Audit scope	The scope describes the purpose, extent and boundaries of the audit. This may include: • physical locations • products • processes • time period covered by the audit • extent of authority of the auditor
Prerequisite programs	Prerequisite programs are also referred to as support programs, such as Good Manufacturing Practice (GMP), Good Agricultural Practice (GAP) and Good Hygiene Practice (GHP) Prerequisite programs can be divided into two categories. **Infrastructure and maintenance programs**. These may include: • layout, design and construction of buildings and facilities • supplies of air, water energy and other utilities • equipment, including preventative maintenance, sanitary design and accessibility for maintenance and cleaning • support services, including waste and sewage disposal **Operational prerequisite programs**. These may include: • personal hygiene • cleaning and sanitation • pest control • measures for the prevention of cross-contamination • packaging and labelling procedures

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• supplier assurance • chemical storage • employee training • maintenance • calibration • document control • internal audit programs • traceability and recall programs • on-farm food safety schemes • inspecting and testing regimes, including analytical and microbiological testing
Legal requirements	The scope of the audit determines and may be determined by food safety legislation which may include: • Food Standards Code • relevant state and territory legislation and related codes of practice, including industry sector-specific legislation and related codes of practice, such as that relating to meat, seafood, dairy and primary production and processing • regulatory and commercial requirements relevant to importing countries • Commonwealth legislation (e.g. Export Control Act) Other legislation which may impact on the conduct of a food safety auditor may include legislation covering: • occupational health and safety (OHS), anti-harassment, anti-discrimination and industrial relations • trade practices legislation • environmental risk management • legal contracts or agreements
Food businesses	A food business refers to a business, enterprise or activity where food is produced, processed, stored, displayed and/or sold. It may also include primary producers
Food safety program documents	Food safety program documents may include: • documented statements of food safety policy

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	and objectives • documented procedures and records • documented complaints register • documents and records to ensure the effective development, implementation and updating of the food safety program
Risk-based approaches	Risk-based approaches to controlling food safety are typically based on HACCP, described in the Codex Alimentarius guidelines

Unit Sector(s)

Unit sector	Food safety auditing

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFAU4002A Communicate and negotiate to conduct food safety audits

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the interpersonal skills and knowledge required to select and use appropriate methods of communication and negotiation to support audit processes.

Application of the Unit

Application of the unit	This unit applies to regulatory, commercial or internal auditors.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Develop a communication plan to support audit processes	1.1. Roles and responsibilities of the auditee are defined and agreed by both parties to address the audit scope 1.2. Roles and responsibilities of all personnel involved in the audit process are defined, communicated and agreed 1.3. Appropriate communication methods and protocols are determined and specific arrangements, including reporting requirements, are agreed 1.4. A communication plan is developed to identify the communication requirements and responsibilities of personnel involved in the audit process
2. Select and use appropriate communication methods to conduct an audit	2.1. Appropriate communication methods are used to establish and maintain effective client relationships, collect audit evidence, provide and present information, facilitate meeting processes, facilitate issue management and conflict resolution and communicate audit findings 2.2. Communication methods are selected to take account of system owner and food business requirements, workplace culture and individual differences 2.3. Information provided by the auditee is interpreted in the context of the industry sector, language and culture of the business
3. Negotiate to achieve agreement on audit outcomes	3.1. Areas of disagreement over audit outcomes are identified and clarified with the auditee 3.2. Understanding is sought on actions to be followed to

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	resolve outstanding issues 3.3. Communication techniques are applied to encourage all relevant parties to participate and express their views fully 3.4. Auditee views are treated with respect 3.5. Options for resolving differences are explored to reach agreement and meet audit timeline and resource parameters 3.6. Appropriate issue resolution strategies are explored to increase the likelihood of agreement on steps required to conclude the audit 3.7. The negotiation process is managed to maintain constructive client relationships 3.8. Any areas of continuing non-compliance that result from unresolved differences are reported to system owners and appropriate authorities as required

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- select, design and use appropriate communication methods and techniques to support the audit process and the needs of the audience
- apply strategies to communicate with people at different levels of the food business with different English language, literacy and technical skill levels
- facilitate groups to resolve sensitive and/or conflict-based issues
- structure and present written and verbal information that is thorough, legible, clear, accurate and appropriate to the purpose and the audience
- use information systems, technologies and software to manage security, authorisation and distribution of audit data and records
- communicate information in environments where the recipients may be hostile to the information being presented
- apply issue resolution strategies

Required knowledge

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
Knowledge of: • legislation that impacts on acceptable communication methods and conduct, including anti-discrimination, anti-harassment and privacy legislation • vocabulary and terms relevant to audit process, including terms and jargon to describe food safety legislation, technical processes and industry standards • confidentiality needs and expectations of food businesses • strategies to communicate in culturally diverse environments • dynamics of conflict and strategies to manage resolution • the structure, authority levels and lines of reporting within a food business • communication methods relevant to different groups and audiences • reporting formats and requirements to meet client and legislative needs

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	A person who demonstrates competence in this unit must be able to select and use appropriate methods of communication and negotiation to support audit processes. This unit should be assessed together with other food safety auditing units. Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competency in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • design a communication plan to meet the needs of stakeholders in an audit process, specifically where a number of participants have limited English language and literacy skills • facilitate and negotiate to seek understanding of audit outcomes in a conflict-based situation where the outcomes are contested by the auditee. This component of assessment must provide opportunities to select and apply appropriate communication

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	methods.
Context of and specific resources for assessment	Competency may be assessed in an actual workplace or simulated environment where the simulated context provides access to audit findings which are disputed by the auditee. At least one of the audit scenarios should be assessed in an actual workplace context. A simulated environment must provide access to a typical range of personnel with communication skill levels appropriate to food businesses and to the roles of personnel involved in food safety audit processes.
Method of assessment	The following assessment methods should be considered to gather sufficient and valid evidence of competency: • observation of communication and conflict management skills • a report for a communication plan to conduct a food safety audit • questioning to test the level and application of knowledge • a journal or report on communication strategies used in conducting a food safety audit. Assessment methods must satisfy the endorsed Assessment Guidelines of FDF10 Food Processing Industry Training Package.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Licensing/certification requirements	This unit is part of a set of units that are a minimum requirement for auditors of food safety programs
Communication plan	A communication plan identifies: • the type and purpose of information to be provided through each stage of the audit process • audiences for types of information • the form or method of communication (e.g. written report, verbal presentation) • when/how often the communication will occur reporting procedures and responsibilities, including reporting timelines, formats and procedure for reporting serious/critical food safety hazards
Communication methods and protocols	Methods of communication may include: • written presentations and reports • two-way verbal interaction • constructive feedback • active listening • questioning to elicit, confirm and clarity information • interview techniques • facilitation of meetings and group processes • interpreting non-verbal skills and body language Communication protocols may include: • confidentiality • objectivity • information access and dissemination • levels of communication/lines or reporting • timeliness of providing information/responding to information requests
Food business requirements	Business requirements may require that communication is consistent with: • confidentiality requirements • legal requirements and related policies and procedures relating to communication

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	requirements • professional codes of conduct/personal attributes of auditors • information that is accurate, thorough and clearly presented • resource parameters • organisational structure and delegated levels of authority • existing communication mechanisms and systems used in the auditee's workplace
Individual differences	Individual differences may include but are not limited to: • age • race • gender • culture • religion • impairment/disability • physical features • educational background • technical skill level • communication styles and skill levels • English language and literacy • any other individual characteristics that may need to be taken into account in designing communication as covered by relevant legislation
Issue resolution strategies	Issue resolution strategies may include: • establishing open communication practices to encourage the trust and engagement of all parties • designing processes that ensure all parties have opportunities to fully express their position • involving personnel with additional expertise (this may include other expertise from the auditing body and/or the regulator) • validating evidence used to support audit findings

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector(s)

Unit sector	Food safety auditing

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFAU4003A Conduct food safety audits

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to verify and confirm validation of food safety programs in the context of food safety legislation and client requirements.

Application of the Unit

Application of the unit	At the time of writing the terms and definitions relating to the audit process were consistent with and further described in the international standard ISO/IEC 19011:2002, 'Guidelines on quality and/or environmental management systems auditing'. Users of this unit should refer to the current ISO standard and current food safety legislation. This unit applies to conducting on-site audits and is relevant to regulatory and commercial food safety system auditors who may be auditing low, medium or high risk food safety hazards. When this unit is applied to regulatory auditing it should be noted that the National Food Safety Audit Policy for regulatory auditing, requires that this unit must be pre or co-assessed with: • FDFAU4002A Communicate and negotiate to conduct food safety audits • FDFAU4004A Identify, evaluate and control food safety hazards. When applied to conducting regulatory food safety audits of high risk food businesses or processes, additional units relevant to the specified business or process may be required to meet the National Food Safety Audit Policy.

© Commonwealth of Australia, 2025 Skills Insight

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Define the scope of the audit	1.1. Audit scope is identified and defines the extent of the audit to meet legislative and audit client requirements 1.2. Audit criteria meet legislative and client requirements 1.3. The definition and levels of non-conformity and related reporting responsibilities are identified consistent with legislative requirements and client requirements 1.4. Evidence required to address audit scope and criteria

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	is identified and appropriate collection methods are selected 1.5. Food safety management system documents are reviewed to determine adequacy for the purposes of the audit
2. Plan the audit	2.1. An audit plan is developed that includes definitions and levels of non-conformity to meet the audit scope 2.2. Activities and responsibilities for the audit are identified 2.3. Audit timing (as required by legislation and/or client) is identified, including timetable for each stage of the audit 2.4. Resource, personnel and reporting requirements are identified 2.5. Follow up and completion procedures are identified 2.6. Communication protocols are established to facilitate the effective exchange of information and suited to the auditee environment
3. Conduct the audit	3.1. Information on the audit scope and methodology is communicated in an effective and timely manner 3.2. Stages and activities of the audit process are followed 3.3. Methods used by the food business to carry out preliminary work, identify food safety hazards and assess level of risk are reviewed to confirm that they are appropriate and correctly applied 3.4. Evidence used by the food business to support identification of control measures and establish control limits is identified and evaluated to determine adequacy and relevance 3.5. Methods used by the food business to control hazards and determine corrective action where processes are identified as not meeting targets or critical limits are reviewed to confirm they are adequate, effective and appropriate 3.6. Evidence is collected to confirm that the documented food safety policies and procedures are working effectively, reflect actual practice and are consistently applied
4. Manage the audit process	4.1. Audit progress is monitored against the audit plan and any variation to plan is identified and addressed 4.2. Circumstances requiring the audit plan to be

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	adjusted are identified and negotiated in a timely manner 4.3. Audits address audit scope and are conducted within time and resource constraints to meet quality and professional standards 4.4. The audit process is reviewed to identify opportunities for improvement
5. Consolidate audit outcomes	5.1. Evidence is analysed and assessed to identify any areas of non-compliance with legislation and/or client requirements as appropriate to the audit scope 5.2. Non-conformities are identified and classified as agreed by the audit plan 5.3. Non-conformities are reported in accordance with agreed client and/or legislative requirements 5.4. Audit findings are communicated to the auditee 5.5. Audit reports and/or certificates are prepared and submitted or presented as required to meet regulatory and client requirements 5.6. Corrective actions proposed by the auditee in response to non-conformances are reviewed for compliance with the template or food safety program 5.7. Audit findings are reviewed to confirm that evidence is appropriate and sufficient and findings are accurate 5.8. The food safety management system is reviewed to identify areas of potential improvement of the system according to audit scope
6. Confirm and close out corrective actions	6.1. Implementation and effectiveness of corrective actions are monitored and verified and any variation to the food safety plan is identified and addressed 6.2. Audit records are maintained to record corrective actions

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

Ability to:

- locate relevant commonwealth, state and/or territory legislation, regulations and related codes of practice and determine the legal responsibilities of food businesses relevant to the industry sector
- plan and manage audit activities
- communicate information in ways appropriate to the purpose and the audience and to facilitate opening and closing meetings
- negotiate and facilitate audit processes, including following meeting procedures and resolving issues
- select and use research skills relevant to audit activities, including researching technical sources to validate food safety programs and collecting evidence to support verification
- consolidate audit findings based on objective evidence
- prepare records and reports appropriate to the purpose of the audit and the needs of the auditee and the client (system owner/regulator)

Required knowledge

Knowledge of:

Auditor roles and responsibilities

- audit activities and stages, including guidelines on audit stages and activities as outlined in ISO 19011:2002
- personal attributes required of food safety auditors, including those outlined in ISO 19011:2002, and additional client requirements where required
- role, responsibilities and powers of enforcement agencies, authorised officers and commercial auditors, including reporting responsibilities, legal liability of auditors and delegation of authority to commercial auditors as may apply in some states and territories
- relevant competencies and certification/registration criteria and processes applying to both regulatory and commercial auditors
- audit management to develop and implement an audit against an agreed plan, including the scope/level of authority to revise the resource and allocate time allocations to take account of variation to plan

Food safety management systems

- purpose and intent of each element of a food safety management system
- the underlying principles of risk-based approaches to controlling food safety hazards, including HACCP as described in the Codex Alimentarius Guidelines
- vocabulary and terms relating to food safety, including terms and jargon to describe technical processes, industry standards and common biological and chemical terms
- food safety management system knowledge relevant to the system being audited., including system requirements, definitions and levels of non-compliance and

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
related reporting responsibilities as defined by legal and management system requirements • the interaction between different types of management systems, including the impact of food safety decisions on other management systems, such as occupational health and safety (OHS), quality, environmental risk management and animal welfare • technical knowledge required to assess the adequacy of the food safety management system performance and corrective actions • role of prerequisite programs in controlling hazards, including the relationship between prerequisite programs and risk-based approaches, such as HACCP to controlling food safety hazards • information handling and management system protocols, including issues, such as rights of access to information, maintenance of confidentiality of audit information and reports and information dissemination requirements ***Food safety legislation*** • the purpose and intent of food safety legislation, including sources of information on importing country requirements and of requirements of countries and retailer driven systems in importing markets • the content covered by the Food Standards Code and/or other relevant standards • the structure and responsibilities of commonwealth, state and territory government departments and local government to manage and implement food safety legislation, including where to find information on relevant commonwealth, state/territory legislative requirements, product or industry sector legislation and regulations and import and export market requirements • the regulatory framework and specific legislation relevant to the audit, including relevant risk profiling or classification systems where they apply • sources of information on legislation and codes governing primary production and primary processing • requirements for scheduling and conducting further auditing as determined by food safety legislation and/or client system requirements • legal liability of auditors and protection against litigation and professional practice issues, including the circumstances under which an auditor could be prosecuted and insurance requirements • the role of auditors when called on to provide evidence as a witness in court ***Food safety audit processes*** • preliminary work required to identify food to be covered by the food safety program, define the food and the method of distribution, identify customers and intended use of food, describe the process (flowchart) and check accuracy and completeness • methods used identify food safety hazards and assess food safety hazard risk levels taking account of severity and likelihood of occurrence • methods used to identify critical control points and establish critical limits, suited

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
to the nature of the hazard, the requirements of the audit and the industry sector • methods used to validate control techniques and critical limits, including industry or sector codes of practice, technical standards and research • types of evidence, including the difference between objective and hearsay evidence and methods for recording and managing evidence to provide reliable reference information in the event that evidence is challenged • evidence collection methods, including record sampling and sample analysis, and the evidence collection options relevant to a given audit situation, the reliability of each collection method and the range/extent of evidence collection methods required to ensure that audit outcomes are objective, consistent, fair and reliable • methods to assess skill requirements and options to confirm that the responsible personnel within the food business have the required skills and knowledge of food safety and food hygiene relevant to the food business • circumstances, implications and responsibilities in the event that the auditee requests that the audit ceases • circumstances and authority of an auditor to initiate cessation of an audit • understanding of the context in which audits are conducted, including workplace culture and preferred communication methods, industry, process and/or product knowledge and related jargon • information recording requirements and audit reporting requirements

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	A person who demonstrates competence in this unit must be able to verify and confirm validation of food safety programs in the context of food safety legislation and client requirements. Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competency in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of the ability to: • Identify food safety legislation applying to a food business. Legislative requirements may relate to

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	

	actual or hypothetical food businesses. A minimum of two scenarios must be covered providing that at least one food business operates in a market segment that has to meet compliance requirements in place of or in addition to the Food Standards Code. One such market segment is export meat processors who must comply with the Export Control Act and the Export Meat Orders.
	• The assessment activity must:
	  • identify the relevant legislation applying to the food business taking account of the industry sector, range of food handling activities undertaken and the markets into which products and/or services are sold.
	  • locate advice on relevant authorities and enforcement agencies in a state or territory and for international markets as appropriate.
	  • explain the legal responsibilities of a given food business.
	• Plan and conduct an audit that complies with legal and client requirements as appropriate. The criteria and evidence requirements may be developed to apply to an actual or hypothetical food business. The assessee must substantiate:
	  • how audit scope and criteria meet legislative and client requirements.
	  • the evidence required to assess compliance with the criteria and to support an objective, reliable and consistent audit outcome.
	  • definitions, levels and related reporting of non-conformance to comply with legislative requirements.
	• Submit completed audit records for the selected audit including the final audit report, non-conformity reports, corrective action reports, follow up reports and suggestions for improvements to the food safety management system and to the audit process. These latter items may be documented in personal notes rather than part of the formal audit report according to the audit scope.

Context of and specific resources for assessment	Competency may be assessed in an actual workplace or simulated environment that provides access to the required resources. At least one of the audit scenarios

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	should be assessed in an actual workplace context. Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints. The following resources must be available: • food safety plans • food safety-related documentation typical of commercial manufacturing businesses and used for the purpose of verification • evidence and documentation relevant to processes that would typically be used by commercial manufacturing businesses to support validation processes • plant and equipment that would typically be used in a commercial manufacturing business.
Method of assessment	The following assessment methods should be considered to gather sufficient and valid evidence of competency: • observation, including the completion of documentation to show the planning and conducting of an audit • a report on the legal responsibilities of the food business • questioning to test the level and application of knowledge • documentation to show validation and verification processes used • completion of all audit records. The whole audit process must be witnessed by the assessor. Assessment methods must satisfy the endorsed Assessment Guidelines of FDF10 Food Processing Industry Training Package.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Food safety audits	Audits may be conducted for either regulatory or commercial food safety systems for low, medium or high risk food safety hazards
Licensing/certification requirements	Licensing and registration arrangements are determined by system owners
Audit scope	The audit scope describes the purpose, extent and boundaries of the audit. This may include: • physical locations • products • processes • time period covered by the audit • extent of authority of the auditor

Legal requirements	The scope of the audit determines and may be determined by food safety legislation which may include:
	• Food Standards Code
	• relevant state legislation and related codes of practice, including industry sector-specific legislation and related codes of practice, such as those relating to meat, seafood, dairy and primary production and processing
	• regulatory and commercial requirements relevant to importing countries
	• commonwealth legislation (e.g. Export Control Act)
	• other legislation which may impact on the conduct of a food safety auditor and may include legislation covering:
	  • OHS, anti-harassment, anti-discrimination and industrial relations
	  • trade practices legislation
	  • environmental risk management

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• legal contracts or agreements
Audit client	Audit client refers to the organisation or person requesting an audit (system owner). This may be the same as the auditee or any other organisation which has the regulatory or contractual right to request an audit. The system owner may be the regulator
Auditee	Auditee refers to the organisation being audited
Audit client requirements	Client requirements are typically defined in audit contracts or agreements and may relate to: • legal requirements • food safety management system requirements • compliance with client site operational policies and procedures • confidentiality • business size, activities and processes • business culture • professional standards of conduct
Audit criteria	The audit criteria must comply with relevant food safety legislation and may extend to address additional system owner/client requirements. In addition to meeting the requirements of food safety legislation, reference against which conformity is determined may include: • management systems policies and procedures • industry standards or codes • contractual requirements • international treaties and conventions

Levels of non-conformity	Levels of non-conformity are defined and based on food safety risk. They may be determined by:
	• the management system
	• the audit client
	• legislation
	• where legislation applies, definitions may be determined by:
	  • state and territory authorities
	  • AQIS
	  • primary industry jurisdiction

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• primary food production jurisdiction
Audit evidence	Evidence required for the purposes of meeting relevant food safety legislation may be defined by: • the client and/or the regulatory authority Audit evidence should be based on objective information rather than hearsay and may include: • system records • evidence collection records • statements of fact or other information relevant to the audit criteria and which is verifiable • observations • records of audit stage progression
Evidence collection methods and sources	Evidence collection methods and sources will depend on the purpose and scope of the audit and may include: • observation • interviews • checklists • auditee documentation review • reports/data from other sources, such as customer feedback, technical references, computerised databases • results of analyses
Food safety management system	A food safety management system is a documented arrangement implemented (and resourced) by a business for control of food safety. A food safety management system includes: • commitment from management, procedures and practices to identify and control food safety hazards and prevent their recurrence. It may incorporate recognised food safety tools, such as HACCP and its prerequisite programs
Resource requirements	Resource requirements will depend on the purpose and scope of the audit and may include: • audit personnel directly involved in undertaking the audit

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• access to relevant personnel and information within the business • access to any additional resources as required
Food businesses	A food business refers to a business, vehicle, enterprise or activity where food is produced, processed, stored, displayed, transported and/or sold. It may also include primary producers
Preliminary work	Preliminary work includes but is not limited to: • identifying food to be covered by the food safety program • defining the food and the method of distribution • identifying customers and intended use of food • describing the process (flowchart) • checking for accuracy and completeness of the previous steps
Validation	Validation refers to obtaining evidence to confirm that a HACCP-based food safety program is complete and effective and will deliver the expected food safety outcomes
Verification	Verification refers to methods and procedures used to carry out monitoring, including sampling and testing to provide evidence that the specifications set by relevant legislation and codes of practice continue to be met
Audit records	Audit records are maintained to demonstrate the implementation of the audit process. These may include but are not limited to: • audit plans • audit reports • non-conformity reports • corrective action reports • follow up reports
Close out	Auditors have different levels of responsibility and authority to close out audits according to the level of non-conformity and whether they are an authorised officer or a commercial auditor. Closing out may involve notifying the regulator

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	with the power to enforce legislation
Commercial auditor	Commercial auditor refers to any auditor other than a regulatory auditor, who is external to and independent of the food business being audited
Risk-based approaches	Risk-based approaches to controlling food safety are typically based on HACCP, described in the Codex Alimentarius guidelines
Prerequisite programs	Prerequisite programs are also referred to as support programs, such as Good Manufacturing Practice (GMP), Good Agricultural Practice (GAP) and Good Hygiene Practice (GHP) Prerequisite programs can be divided into two categories. **Infrastructure and maintenance programs**. These may include: • layout, design and construction of buildings and facilities • supplies of air, water, energy and other utilities • equipment, including preventative maintenance, sanitary design and accessibility for maintenance and cleaning • support services, including waste and sewage disposal **Operational prerequisite programs**. These may include: • personal hygiene • cleaning and sanitation • pest control • measures for the prevention of cross-contamination • packaging and labelling procedures • supplier assurance • chemical storage • employee training • maintenance • calibration • document control • internal audit programs

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• traceability and recall programs • on-farm food safety schemes • inspecting and testing regimes, including analytical and microbiological testing
Critical control point	Critical control point is a step at which control can be applied and is essential to prevent or eliminate a food safety hazard or reduce it to an acceptable level
Critical limit	Critical limit refers to criterion which separates acceptability from unacceptability

Unit Sector(s)

Unit sector	Food safety auditing

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFAU4004A Identify, evaluate and control food safety hazards

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to identify, evaluate and control food safety hazards for the purposes of validating specific control measures in a food safety program.

Application of the Unit

Application of the unit	This unit applies to regulatory, commercial and internal food safety system auditors. When this unit is applied to regulatory auditing it should be noted that the National Food Safety Audit Policy for regulatory auditing requires that, when assessing compliance of food safety programs in a medium or high risk environment, the following units must be pre or co-assessed with this unit: • FDFAU4002A Communicate and negotiate to conduct food safety audits • FDFAU4003A Conduct food safety audits. When applied to conducting regulatory food safety audits of high risk food businesses or processes, additional food safety auditing unit/s relevant to the specified business or process may be required under the National Food Safety Audit Policy. Current high risk food safety auditing units are: • FDFAU4005A Audit bivalve mollusc growing and harvesting processes • FDFAU4006A Audit a cook chill process • FDFAU4007A Audit a heat treatment process • FDFAU4008A Audit manufacturing of ready-to-eat meat products.

© Commonwealth of Australia, 2025 Skills Insight

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Identify food safety hazards in a food business	1.1. Biological food safety hazards that could present a risk in the food at the point of consumption are identified by type, origin and food association and assessed to determine risk level and control requirements 1.2. Intrinsic and extrinsic chemical food safety hazards that could present a risk in the food at the point of consumption, including toxin presence, are identified

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	by type, origin and food association and assessed to determine risk level and control requirements 1.3. Physical food safety hazards that present a risk in food are identified and assessed to determine control requirements
2. Control food safety hazards in a food business	2.1. Processing hazards and related control measures and critical limits, monitoring and recording requirements are established and validated to eliminate or reduce food safety hazards to acceptable levels 2.2. Food storage and handling requirements necessary to eliminate or reduce food safety hazards are determined 2.3. Personal hygiene practices required to eliminate or reduce food safety hazards are established 2.4. Cleaning and sanitation, housekeeping and pest control practices and procedures required to prevent or reduce food safety hazards are established 2.5. Other prerequisite programs are developed to eliminate or reduce food safety hazards to acceptable levels

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • interpret and apply relevant legislation, codes of practice and technical standards • identify biological, chemical and physical food safety hazards • determine critical control points and critical limits for identified hazards • establish the required procedures, systems and records to monitor critical control points in order to demonstrate that the critical control point is in control • specify required corrective actions and corrections to be taken when critical limits are not achieved
Required knowledge
Knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- sources of advice and research on foods, processing methods, production technologies and associated food safety hazards and control methods
- ways in which food can cause illness and injury, including incidence and trends in food-borne illness
- intrinsic and extrinsic factors that can impact on food safety
- common biological food safety hazards (including toxin production and spore formation) and conditions required for survival and growth of each, including growth rates, transmission routes, likely carriers and threshold levels
- sources of information on acceptable (and legal) levels of biological, chemical and physical contamination
- food supply chains and potential of a breakdown in control at one point to impact other parts of the chain
- survival and growth requirements of biological food safety hazards
- common allergenic substances as described by the Food Standards Code (and may be additionally defined by system owners)
- common control methods necessary to eliminate or reduce the risk of food-borne illness to acceptable levels for each common pathogen, including the role of food storage, temperature control, preservation and process methods, traceability, product shelf-life, cleaning and sanitation, and pest control
- methods to detect and minimise the risk of food contamination by personal carriers, including convalescent and symptomless carriers, and related minimum legal illness reporting requirements and personal hygiene procedures
- the role of microbiological sampling, swabbing and testing in assessing the presence of biological contamination
- methods to determine the appropriateness and effectiveness of control measures and critical limits, including identifying the effect of control measures on the identified food safety hazard, method and feasibility of monitoring, the relationship to other control measures, and the severity of consequences and required corrective action in the event of failure of control
- types and causes of acute and chronic chemical food borne illness
- the food safety and legal impact of chemical contamination, including residual agricultural and environmental chemicals, residual industrial (including cleaning) chemicals, and chemical contamination as a result of packaging methods and materials
- physical hazards that pose a food safety risk
- common control methods to eliminate or reduce the risk of chemical or physical food-borne illness to acceptable levels for each common form of chemical and physical food safety hazard, including:
  - chemicals that pose a food safety risk
  - common food allergens
  - physical hazards
- the role and requirements of prerequisite programs and procedures to eliminate, prevent or reduce biological, chemical and physical food safety hazards to

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
acceptable levels

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	A person who demonstrates competency in this unit must be able to establish or validate specific control measures in a food safety program based on demonstration of the identification, evaluation and control of food safety hazards. Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competency in this unit must be achieved in accordance with food safety standards and regulations.

Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to:
	• select a food supply chain and identify:
	  • known biological food safety hazards that could occur across the chain and could present a risk in food at the point of consumption
	  • likely patterns of growth and transmission from source of contamination to onset of consumer symptoms for pathogens likely to occur in the supply chain, including threshold levels
	  • sources of chemical and physical contamination that could present a food safety risk at the time of food consumption, across the chain
	  • impact and indicators of the presence of biological or chemical food safety hazards throughout the food chain
	  • acceptable levels of contamination. These may be established by reference to relevant legislation and/or reference to system requirements
	• select one stage in the food supply chain (which must be a medium or high risk business or process) and establish or validate control measures and

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	verification records and procedures.
Context of and specific resources for assessment	Assessment may occur in a real or simulated food business context where the simulated context provides access to food safety programs for a multi-staged food supply chain which includes the point of delivery to the consumer. The selected supply chain must include at least one medium or high risk business and/or process and provide opportunity to apply a depth and breadth of food safety knowledge.
Method of assessment	The following assessment methods should be considered to gather sufficient and valid evidence of competency: • observation and documentation showing the identification of critical aspects of a food chain • questioning to test the level and application of knowledge • workplace example or scenario to produce validated control measures and verification records and procedures for food safety hazards.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Licensing/certification requirements	Licensing and registration arrangements are determined by system owners
Food safety hazards	A food safety hazard is a biological, chemical, or

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	physical agent in, or condition of, food with the potential to cause an adverse health effect in humans (defined in 'Hazard Analysis and Critical Control Point System and Guidelines for its Application', Codex Alimentarius Commission)
Biological food safety hazards	Common biological food safety hazards include but are not limited to: • Salmonella spp • Campylobacter jejuni • Bacillus cereus • Clostridium perfringens • Clostridium botulinum • Cryptosporidium • Pathogenic escherichia coli • Giardia • Listeria moncytogenes • Shigella spp • Staphylococcus aureus • Vibrio parahaemolyticus • Yersinia enterocolitica • Hepatitis A virus • Norwalk virus Classifications by type of micro-organism include: • bacteria • viruses • moulds/fungi • parasites • algae
Chemical food safety hazards	Common origins of chemical contamination may include: • cleaning chemicals • pesticides • veterinary residues • chemical additives • allergenic substances • toxic metals • nitrites, nitrates and N-nitroso compounds • polychlorinated biphenyls (PCBs)

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• plasticizers and packaging migration • phytotoxins • zootoxins
Physical food safety hazards	Physical food safety hazards refer to objects not normally found in food which may cause illness or injury to the consumer
Acceptable levels	Acceptable levels define the level of a particular hazard in the end product that is acceptable to ensure food safety. Acceptable levels are typically defined by: • the Food Standards Code • commonwealth, state or territory legislation or codes • industry codes of practice • international protocols (CODEX Alimentarius) • customer food safety requirements (including intended use)
Prerequisite programs	Prerequisite programs are also referred to as support programs, such as Good Manufacturing Practice (GMP), Good Agricultural Practice (GAP) and Good Hygiene Practice (GHP). Prerequisite programs can be divided into two categories. **Infrastructure and maintenance programs**. These may include: • layout, design and construction of buildings and facilities • supplies of air, water, energy and other utilities • equipment, including preventative maintenance, sanitary design and accessibility for maintenance and cleaning • support services, including waste and sewage disposal **Operational prerequisite programs**. These may include: • personal hygiene • cleaning and sanitation • pest control

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• measures for the prevention of cross-contamination • packaging and labelling procedures • supplier assurance • chemical storage • employee training • maintenance • calibration • document control • internal audit programs • traceability and recall programs • on-farm food safety schemes • inspecting and testing regimes, including analytical and microbiological testing
Critical control point	Critical control point is a step at which control can be applied and is essential to prevent or eliminate a food safety hazard or reduce it to an acceptable level
Critical limit	Critical limit refers to criterion which separates acceptability from unacceptability
Food supply chain	Food supply chain refers to a sequence of stages and operations involved in the production, processing, distribution and handling of food from primary production to consumption
Growth requirements	Factors which influence the growth of pathogenic micro-organisms may include: • temperature • water activity • gases • pH • time • moisture • nutrients
Validation	Validation refers to obtaining evidence to confirm that a HACCP-based food safety program is complete and effective and will deliver the expected food safety outcomes
Validation evidence	Validation evidence confirms that control

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	measures are capable of being consistently effective and may include the application of: • existing Australian legislative requirements • challenge tests • peer reviewed scientific papers • targeted scientific reports • validation already carried out in other jurisdictions and recognised by the responsible authority • mathematical modelling (e.g. predictive microbiology models) • industry codes of practice (where implementation by food business is verified during audits)

Unit Sector(s)

Unit sector	Food safety auditing

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFFV3001A Conduct chemical wash for fresh produce

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to implement a wash process for fresh produce, where chemicals, such as chlorine, are used to achieve quality standards.

Application of the Unit

Application of the unit	This unit has application in a food processing production environment. It typically targets the production worker responsible for setting and monitoring levels of cleaning chemicals, such as chlorine, while conducting wash operations. This unit typically applies for produce such as leafy greens and fruit where chemicals are used to ensure required cleaning outcomes.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Confirm required use of chemicals	1.1. Chemicals used for the washing of fresh produce are identified and required levels confirmed 1.2. Risks associated with using chemicals are identified and control measures implemented throughout operations 1.3. Implications of incorrect chemical levels on fresh produce are identified 1.4. Storage and handling requirements for chemicals are identified
2. Prepare for washing operation	2.1. Raw materials are confirmed and prepared for washing 2.2. Equipment is confirmed for operational readiness and components and related attachments fitted and adjusted as required 2.3. Pre-start checks are carried out as required by workplace requirements 2.4. Chemicals are measured and dose added according to specifications 2.5. Performance of chemical dosing equipment is checked to confirm accuracy 2.6. Water quality is checked and confirmed for use
3. Operate and monitor the washing process	3.1. The washing process is started and operated according to workplace procedures

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	3.2. Raw materials are inspected and washed to meet workplace specifications 3.3. Water is checked to confirm correct levels of chemicals 3.4. Washed materials are transferred for further processing or packaging 3.5. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 3.6. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 3.7. The work area is maintained according to housekeeping standards 3.8. Work is conducted in accordance with workplace environmental guidelines 3.9. Workplace records are maintained according to workplace recording requirements
4. Shut down the washing process	4.1. The appropriate shutdown procedure is implemented 4.2. Chemicals are handled, stored and disposed of according to workplace environmental standards 4.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

Required knowledge
Knowledge of: • purpose and basic principles of the washing process, including the importance of water quality and the role of chemicals in the washing process • basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation • services (principally water) required and action to take if services are not available • the flow of this process and the effect of outputs on downstream processes • quality characteristics to be achieved by the washing, including the consequences of out-of-specification moisture levels on further processing and final product • quality requirements of raw materials and effect of variation on process

© Commonwealth of Australia, 2025 Skills Insight

Required knowledge
performance, including how variation in microbial load can affect the washing process • operating requirements, parameters and corrective action required where operation is outside specified operating parameters • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • methods used to monitor the washing process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • contamination/food safety risks associated with the process and related control measures • common causes of variation and corrective action required • occupational health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • product/process changeover procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • sampling and testing associated with process monitoring and controlwhere relevant • routine maintenance procedureswhere relevant • cleaning and sanitation procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for washing • handle and apply chemicals according to specifications • start, operate, monitor and adjust process equipment to achieve required quality outcomes • conduct water and chemical checks • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule/batch instructions • specifications and inspection or control points • washing equipment and services, including water and chemicals • raw materials to be processed • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Washing equipment	Washing equipment may include: • wash baths • tanks • flumes • pumps • hoses
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • water • compressed and instrumentation air

Unit Sector(s)

Unit sector	Fruit and vegetables

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFFV3002A Program fresh produce grading equipment

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to program grading equipment to identify key characteristics of fresh produce and sort accordingly.

Application of the Unit

Application of the unit	This unit covers grading conducted by mechanical and computer-based technology to sort fresh fruit and vegetables according to key characteristics, such as size, weight, density, quality or colour.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Confirm produce grading specifications	1.1. Features of the grading equipment and process are described 1.2. Characteristics of produce are examined and purpose for grading confirmed 1.3. Customer and packaging requirements are confirmed 1.4. Specifications for grading are determined
2. Program grading equipment	2.1. Specifications are entered into computer to set grading parameters 2.2. Computer program or equipment components are used effectively to enable a variety of grading outcomes to be achieved 2.3. Program or equipment operation is tested or monitored to ensure standards are achieved 2.4. Problems or inconsistencies in grading outcomes are investigated to determine cause and corrective action implemented 2.5. Documentation is completed and records of grading specifications for customer are recorded

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
Required skills
Ability to: • identify characteristics of produce used to determine grading requirements • use computer software or mechanical equipment to establish and set grading specifications • identify and apply the quality assurance systems in place to ensure that grading meets customer requirements • identify problems that occur in the grading process and investigate likely causes • determine appropriate corrective action to prevent grading non-conformance • describe the purpose of grading and processes implemented by grading equipment to achieve specific grading outcomes • identify typical problems that occur in the grading process, and outline likely causes and appropriate response options within level of responsibility • use oral communication skills/language competence to fulfil the job role as specified by the organisation including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • grading equipment processes and technologies • characteristics of produce used for grading and the process of identification • factors that influence grading outcomes • typical problems that occur in the grading process, and likely causes and appropriate response options

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • analyse grading requirements and confirm specifications for grading equipment • determine grading specifications for a variety of outcomes • use computing or mechanical technology to achieve grading specifications • verify program specifications for required outcomes • analyse non-conformances and grading problems and determine probable cause.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • grading specifications • produce, grading equipment and consumables • relevant standard operating procedures (SOPs) • communication systems • workplace information recording systems, requirements and procedures.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Policies and procedures	Product packaging and related work processes are consistent with company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements and takes account of occupational health and safety (OHS) and environmental impact
Equipment	Equipment may include: • cameras • infra-red lights • lasers • temperature gauges • conveyor belts
Grading purpose	Grading purpose may include: • singulation • rotation • sorting • quality control

Unit Sector(s)

Unit sector	Fruit and vegetables

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

FDFOP1003A Carry out manual handling tasks

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to participate in workplace processes to identify manual handling requirements of a work function, identify manual handling risks, assess level of risk and apply appropriate risk elimination or control measures.

Application of the Unit

Application of the unit	This unit applies to a worker required to conduct lifting or moving of items as part of their work role. It is designed to support existing workplace programs to manage occupational health and safety (OHS) hazards by enabling employees to contribute to risk assessment and control. It may include the use of related equipment, such as trolleys, pallet jacks and other manual handling aids.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Participate in processes to identify and assess manual handling	1.1. Manual handling components of a work function are identified 1.2. Manual handling risks are identified and reported in accordance with hazard and incident reporting procedures 1.3. Risks to self and others of manual handling are assessed within level of responsibility
2. Contribute to manual handling risk minimisation	2.1. Equipment is available and in a fit state for use 2.2. Clothing and footwear, including personal protective clothing, does not contribute to manual handling risk
3. Plan and conduct manual handling	3.1. Sources of risk are identified 3.2. Workplace layout and environment is modified within area of control to minimise manual handling risk 3.3. Work tasks are modified within area of control to minimise the risk of injury 3.4. Manual handling aids are used according to workplace instructions 3.5. Movement and postures used minimise the risk of injury within the limits of the work environment and the demands of the task

© Commonwealth of Australia, 2025 Skills Insight

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information relating to use of equipment and other task requirements
- identify any manual handling requirements of the work function and specifically any manual handling risks
- report manual handling risks using appropriate hazard and incident reporting procedures
- identify manual handling risks, including:
  - risks to self and others
  - any existing arrangements to control risks
- identify scope of responsibility to eliminate or control level of risk (for hazards outside scope of responsibility, identify and use the appropriate reporting and consultation arrangements to address hazards)
- participate in consultative processes to evaluate options for removing or controlling manual handling risks, including applying hierarchy of control
- select appropriate equipment and techniques to suit manual handling task within workplace procedures
- inspect manual handling-related equipment/aids/tools to confirm fitness for use, including identifying and correcting and/or reporting signs of wear and tear
- follow procedures to complete manual handling tasks to maintain safety of self and others
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- different types of manual handling activities, including lifting, reaching, pushing, pulling, holding, restraining, throwing and carrying
- types of injuries that can result from manual handling
- aspects of manual handling that may be risks (hazard identification), such as:
  - repetitive or sustained application of force
  - repetitive or sustained awkward posture
  - repetitive or sustained movement
  - application of high force

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• manual handling of live animals (related to handling of poultry) • manual handling of unstable or unbalanced loads, such as liquids • workplace procedures and responsibilities for identifying and reporting manual handling hazards • factors to be considered when assessing manual handling risks relevant to work role (refer to workplace risk assessment sheets and code of practice advice where available), including: • postures • movements • force required • duration and frequency of manual handling activity • environmental conditions, such as hot and cold work environments • procedures and responsibilities for conducting risk assessments of manual handling tasks • typical options for eliminating or controlling manual handling risks associated with work functions, including principles of hierarchy of control and the advantages and disadvantages of different options • types of equipment and/or techniques used to eliminate or reduce manual handling risks in the workplace, including when and how to use each type of technique/equipment relevant to manual handling tasks in work role • level of authority to address OHS issues related to manual handling and related workplace arrangements for managing safety issues • sources of advice on manual handling relevant to work function • equipment available to assist manual handling, related inspections required to identify faulty equipment and related reporting procedures • movement and postures that increase the risk of injury, and movements and postures to minimise the force in the body as applied to specific tasks in the workplace

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • identify manual handling tasks required for work activity and associated risks • eliminate risk through movement, posture and effectively using equipment provided • modify work to eliminate or minimise risk • apply safe work procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • work procedures, including advice on manual handling requirements and safe work practices • workplace documentation and related advice, such as codes of practice to support OHS arrangements for hazard identification, risks assessment and control • materials and related equipment as appropriate for manual handling • information on equipment capacity and operating procedures where relevant • reporting and monitoring systems.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, legislation, regulations and industrial awards and agreements
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • OHS procedures • equipment manufacturers' advice • material safety data sheets (MSDS) • codes of practice and related advice
Equipment	Equipment may include but is not limited to: • trolleys • pallet jacks • conveyors, • vacuum lifters • other mechanical handling and lifting aids and equipment
Task-specific training	Task specific training is provided as appropriate
Contributions to manual handling risk minimisation	Contributions to manual handling risk minimisation includes: • reporting equipment requiring maintenance, especially wheeled equipment or other equipment where friction may increase force requirements
Changes to workplace layout and environment	Changes to workplace layout and environment within area of control may include but not be limited to: • changes in location of load, such as use of bench to not lift from floor • arrangement of items to eliminate above shoulder handling • placement of trolley • using sit stand stools • using task lighting • using a footrest
Task modifications within area of control	Task modifications within area of control may include but are not limited to:

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• changes to frequency, duration, number of objects handled • route selected • seeking assistance as appropriate • housekeeping to minimise obstacles
Assessment of risks and evaluation of control options according to the hierarchy of control	Assessment of risks and evaluation of control options according to the hierarchy of control is carried out in consultation with others as required by workplace arrangements and regulatory requirements for risk assessment and control

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2001A Work effectively in the food processing industry

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to work effectively in the food processing industry by applying an understanding of the structure of the industry, workplace policies and procedures, and conditions relevant to their employment.

Application of the Unit

Application of the unit	This unit has application in any food processing work environment and serves as an introduction to the types of products and processes used in the company and conditions relevant to their work. The unit can be contextualised to a specific sector and work environment but must include production processes and flow of product from raw materials through to distribution. This unit can be used as part of an employee's induction or preemployment training program.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Overview the food processing industry	1.1. Sectors of the food processing industry are identified 1.2. Key sector representatives and their roles are identified 1.3. Relevant legislation and guidelines common to employment in the sector are identified 1.4. Types of employment in the food industries are identified and key responsibilities described
2. Identify key production processes and supply chains	2.1. Raw materials used in the workplace and their source are identified 2.2. Range of products produced in the workplace are identified 2.3. Workplace production processes for converting materials into products are identified 2.4. Supply chains for products are identified
3. Carry out work responsibilities according to policies and procedures	3.1. Information on conditions of employment, company policies and procedures is identified 3.2. Policies and procedures are applied when carrying out work role 3.3. Rights, responsibilities and legal obligations are identified

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	3.4. Key personnel and their roles are identified. 3.5. Employability skills required for working effectively are identified and applied 3.6. Consequences of not following workplace environmental and safety policies and practices are identified
4. Take responsibility for own skill development	4.1. Skills required for work role are identified and own ability assessed to determine learning needs 4.2. Opportunities for skill development are identified and participated in 4.3. Responsibility is taken for own work tasks and role 4.4. Own work is monitored against workplace standards and areas for improvement identified and acted upon 4.5. Problem solving strategies are used to address problems, inconsistencies or concerns when fulfilling work role

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- identify and access information on conditions of employment and workplace policies and procedures (information may be provided in print, audio-visual and/or verbal formats)
- identify and locate materials/storage areas in the work place, relevant to work role, such as locating tank farms and other bulk storage locations and identifying special storage conditions (e.g. hazardous goods and temperature controlled stores areas)
- identify and locate production and packing processes/main work areas in the workplace
- model appropriate behaviour when interacting with others and moving around the workplace
- explain employee's responsibilities
- explain the dispute resolution procedures in the workplace
- explain the flow of product from receival to sale in own workplace
- explain the nature and role of work instructions and standard operating procedures

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
(SOPs) • explain the principles of equal employment opportunity (EEO) and policies to prevent sexual harassment • follow relevant workplace policies • identify and explain the relevance of occupational health and safety (OHS) and regulatory requirements for foodindustry employees • identify and explain workplace employment conditions • identify relevant workplace requirements, policies and procedures and explain theirimplications for trainees • list the markets where the company's products are distributed • name the products produced in own workplace • outline enterprise ethical standards and requirements for interacting with other employeesand staff • relate to others in an effective and non-discriminatory way showing mutual respect • apply environmental practices • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • workplace structure and key personnel • rights and responsibilities of employees as defined in employment conditions • company policies and procedures relating to work responsibilities, including areas covered by legislation and related responsibilities • appropriate personal conduct in a work area, including minimum clothing and personal hygiene standards when entering and moving around a food processing area in order to protect both employees and product safety, and behaving appropriately towards others in the work area • industrial representation arrangements • site security arrangements, including responsibility to report when coming on and off site • site layout, including main facilities, such as canteens, parking areas, storage areas, processing and packing areas and location of emergency exits and assembly areas • the main products/product range produced in the workplace • stages and processes used to manufacture and package products • personal reporting roles and responsibilities

© Commonwealth of Australia, 2025 Skills Insight

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • recognise key industry sectors • identify workplace practices and processes • describe concepts of supply chains • identify relevant legislation Identify expectations and responsibilities of the work role • identify organisational products and processes • identify location of operations.
Context of and specific resources for assessment	Assessment must occur in a real workplace where the assessee has access to: • advice on work roles and responsibilities • advice on workplace policies, codes of practice, procedures, structure and personnel • advice on conditions of employment and entitlements • site maps • workplace access.
Method of assessment	This unit should be assessed together with other units of competency relevant to the work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out in accordance with company policies and procedures, regulatory and licensing requirements, legislative requirements and industrial awards and agreements.
Company policies and procedures	Company policies and procedures referred to are additional to those covered by OHS, quality, food safety and environmental competency standards. They include: • codes of practice and general employment policies and procedures in areas, such as sexual harassment • EEO/affirmative action • anti-discrimination • racial vilification • workplace bullying
Conditions of employment	Conditions of employment typically include: • pay and conditions • leave arrangements • reporting and timekeeping responsibilities • terms of employment, including permanent, casual and probationary periods • disciplinary procedures • staff facilities and amenities
Key personnel	Key personnel may include but are not limited to: • human resource personnel responsible for recruitment, training, pay and conditions issues • relevant site and operations managers • supervisors/team leaders • industrial/work area representatives
Employability skills	Employability skills include: • ability to work in teams • ability to solve problems

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• ability to communicate in the workplace • using initiative and enterprise • using technology • ability to plan and organise • ability to manage self • ability to learn work-related skills and knowledge
Supply chains	Supply chains refer to: • concept of product flow from raw materials to production, distribution, marketing and sales • customers and suppliers
Problem solving strategies	Problem solving strategies include: • asking questions • reporting or referring to appropriate personnel • asking for help or support • referring to standard operating procedures • consideration of options • accessing information

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2002A Inspect and sort materials and product

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to inspect and sort product and incoming materials ready for processing.

Application of the Unit

Application of the unit	This unit has application in a production environment within the food processing industry. It typically targets the production worker responsible for inspecting and sorting materials and product in order to support production operations. Inspection at this level is typically limited to visual inspection.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Inspect materials to confirm fitness for use	1.1. Type and quality requirements of materials are confirmed 1.2. Materials are conveyed or transferred to required locations
2. Sort materials	2.1. Materials are inspected to confirm quality requirements are met 2.2. Materials are sorted as required to meet production requirements 2.3. Unacceptable quality is identified and reported according to workplace reporting requirements 2.4. The work area is maintained according to housekeeping standards 2.5. Work is conducted in accordance with workplace environmental guidelines

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

Required skills

Ability to:

- access workplace information on materials specification/quality requirements
- select, fit and use personal protective clothing and/or equipment
- inspect quality of materials to confirm compliance with quality specifications, such as:
  - product type and quantity
  - product condition, such as identifying any bruising, discolouration or other damage, confirming product is clean, and checking size and weight
- identify out-of-specification or non-conforming product and follow procedures to separate unacceptable product
- respond to and/or report equipment failure within level of responsibility
- maintain work area to meet housekeeping standards
- complete workplace records as required according to enterprise procedures
- demonstrate procedures for operating materials transfer equipment as required according to enterprise procedures
- wash/clean raw materials or product according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and standards to be met by the inspection and sorting process, including criteria and specifications as they apply to inspection and sorting requirements
- the relationship between visual inspection and sorting and other inspection procedures, such as those that may be conducted by a laboratory or at subsequent processing stages
- typical causes of unacceptable or out-of-specification product, including causes of product damage that can occur prior to arrival at the plant and as part of the handling process
- the stages that occur in the inspection and sorting process and their effect on product, such as in-line cleaning or conditioning and product or materials transfer stages
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- contamination/food safety risks associated with the sorting process and related control measures
- occupational health and safety (OHS) hazards and controls, including the

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
limitations of protective clothing and equipment relevant to the work process • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to equipment operation, including waste collection and handling procedures related to the process • basic operating principles of equipment used, where relevant, including main equipment components, status and purpose of guards, emergency stop, isolation and lockout controls, equipment operating capacities and applications • services required and action to take if services are not available • recording procedures and responsibilities where relevant • washing/cleaning requirements and standards where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • recognise and act on materials or product that does not comply with quality standards • apply safe work practices and identify OHS hazards and controls • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures. including advice on safe work practices, food safety, quality and environmental requirements • production schedule and batch instructions • quality criteria, specifications and inspection procedures

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• materials handling system and product to be inspected • related inspection equipment as required • documentation and recording requirements and procedures • workplace records as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP1005A Operate basic equipment.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Workplace information	Workplace information may include: • work instructions • standard operating procedures (SOPs) • specifications • production schedules • labels and codes • safety signs and symbols • photos or other visual representations of

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	acceptable quality • standard forms • verbal messages • requests or instructions
Materials transfer equipment	Materials transfer equipment may be mechanical or pneumatic, and may include: • conveyors • flumes pumped systems
Product inspection and sorting	Product inspection and sorting may include: • sizing • quality inspection • sorting/grading Aspects of these processes may be: • automated or done using equipment, such as sieves Related processes may include: • trimming or removal of unacceptable product
Related processes	Related processes may include: • washing/cleaning product

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units	

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2003A Clean equipment in place

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to prepare process equipment for cleaning in place (CIP) or in-line.

Application of the Unit

Application of the unit	This unit applies to food processing equipment that is fixed in place and cannot be moved to a cleaning station. It requires the operator to initiate, monitor and control variables during cleaning. Where this is not a requirement of a CIP system, this unit may not be relevant. Where the operator is primarily responsible for cleaning and/or where they require a more detailed knowledge of cleaning and sanitation processes to carry out cleaning responsibilities, FDFOP2004A Clean and sanitise equipment, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare for cleaning	1.1. Chemical stocks are available to meet cleaning and sanitation requirements 1.2. Services are confirmed as available and ready for operation 1.3. Equipment shutdown is planned and equipment is taken off-line for cleaning 1.4. Equipment and related valves and pipework are configured to confirm readiness for cleaning 1.5. The plant is set for the cleaning cycle
2. Operate and monitor the cleaning process	2.1. The cleaning cycle is undertaken according to company policies and procedures 2.2. The cleaning process is monitored to confirm cleaning meets company requirements 2.3. Cleaning data is recorded according to workplace reporting requirements 2.4. Out-of-specification process and equipment performance is identified, rectified and/or reported
3. Dispose of waste and return plant to operating condition	3.1. Cleaning chemicals are flushed from plant and disposed of according to company policies and procedures

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	3.2. Work is conducted according to environmental requirements 3.3. Plant is set up to meet operational requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access workplace information, such as the cleaning schedule to identify cleaning requirements • select, fit and use personal protective clothing and/or equipment • confirm supply of necessary materials and services • handle and prepare cleaning and sanitation agents safely, including following correct handling and preparation procedures and use of appropriate protective clothing and equipment as required • schedule cleaning and/or liaise with related work areas to take equipment and area off-line with minimal disruption to production • prepare equipment and area for cleaning, such as rendering equipment safe to clean, removing obstacles and unnecessary equipment, correctly positioning equipment (e.g. valves, pipes, vents and taps), selecting appropriate cleaning cycle, removing waste and/or dismantling equipment • clean equipment according to cleaning process cycle and procedures, such as starting up and operating the CIP process in both automatic and manual modes • monitor the process and equipment operation to maintain the cleaning process within the required parameters • locate emergency stop functions on equipment • return plant to operating order • return area to working order • take corrective action in response to out-of-specification results • advise affected work areas of cleaning schedule and progress • maintain and store chemicals and related equipment as required • carry out relevant checks and inspections to confirm effectiveness of cleaning • sort, collect, treat, recycle or dispose of waste • record cleaning information • maintain work area to meet housekeeping standards

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• conduct routine maintenance according to enterprise procedures • take samples and conduct tests according to enterprise procedures • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • purpose and basic principles of CIP, including the use and functions of caustic and acid solutions, and cleaning sequence and stages as required in the workplace • purpose and use of cleaning equipment and chemicals used • terminology relating to the chemical solutions used • safe work procedures, including appropriate signage of cleaning activities and safe handling and storage of cleaners and sanitisers used • purpose and limitations of protective clothing and equipment • cleaning and sanitation requirements, including different levels of cleaning requirements depending on the reason for cleaning • characteristics of cleaning and sanitising chemicals used, including basic composition as well as compatibility of chemicals with types of equipment • methods used to render equipment safe to clean, including the status and purpose of equipment guards, relevant lock out/tagout and isolation procedures • equipment settings required for cleaning and for operating respectively • basic operating principles of process control where relevant, including the relationship between control panels and systems and the physical equipment • inspection points for cleaning and sanitation • consequences of contamination of process flows by cleaning solutions and related safeguards • types of waste generated by both the production and the cleaning process and related collection, treatment and disposal requirements • environmental consequences of incorrect cleaning waste disposal procedures • requirements to liaise/advise related work areas • reporting and recording systems • routine maintenance procedures where relevant • sampling methods and test procedures where relevant

Evidence Guide

EVIDENCE GUIDE

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • shut down equipment and prepare for cleaning • prepare and use chemicals according to safe work requirements • clean equipment to meet work standards • monitor cleaning and report or address any non-compliances • flush equipment and dispose of waste according to environmental guidelines • complete required documentation • apply safe work practices and identify OHS hazards and controls • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • cleaning procedures and related advice on equipment operation, including advice on safe work practices and environmental requirements • personal protective clothing and equipment • equipment to be cleaned, and related CIP system • chemicals and/or automated chemical addition system • services as required • MSDS where appropriate • cleaning schedule or advice and related standard operating procedures • housekeeping standards and procedures • advice on environmental management issues relevant to work responsibilities • workplace information recording systems, requirements and procedures • sampling and testing schedules and procedures as

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	relevant to cleaning requirements in the workplace.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out in accordance with company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements. When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production cleaning schedules and instructions • signs and symbols • materials safety data sheets (MSDS) • manufacturers' advice • standard forms and reports

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Dosing of cleaning chemicals	Dosing of cleaning chemicals may be: • automatically controlled or manually dosed
Services	Services may include: • power • water • Steam • compressed and instrumentation air
Testing	Where tests are conducted as part of operation, a typical requirement is measurement of pH
Monitoring the process	Monitoring the process is dependent on the nature of equipment. Examples of monitoring include: • chemical strength • cycle time • temperatures • time • storage tank levels • condensate quality
Operation and monitoring of equipment and processes	Operation and monitoring of equipment and processes typically requires the use of control panels and systems

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2004A Clean and sanitise equipment

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers cleaning, sanitation and related procedures for food processing production equipment.

Application of the Unit

Application of the unit	This unit does not cover cleaning in place (CIP) processes. Where this is a required competency, select *FDFOP2003A* Clean equipment in place. Basic cleaning and sanitation procedures are covered in operational units. This unit should be selected where the operator is primarily responsible for cleaning and/or where they require a more detailed knowledge of cleaning and sanitation processes to carry out cleaning responsibilities. This unit applies to both wet and dry cleaning methods.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare for cleaning	1.1. Cleaning/sanitising agents and services are available and ready for use 1.2. Equipment is cleared of product and/or packaging consumables in preparation for cleaning 1.3. Equipment is rendered safe to clean
2. Clean and sanitise equipment to meet workplace requirements	2.1. Equipment is cleaned and sanitised according to workplace procedure and requirements 2.2. Equipment is inspected to confirm operating condition and cleanliness 2.3. Unacceptable equipment condition is identified and reported according to workplace procedures 2.4. Cleaning equipment and chemicals are stored according to workplace procedure 2.5. Waste from cleaning process is disposed of according to workplace procedures 2.6. Work is conducted in accordance with workplace environmental guidelines 2.7. Equipment is restored to operating order

© Commonwealth of Australia, 2025 Skills Insight

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information, such as the cleaning schedule to identify cleaning requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary cleaning and sanitising equipment and services
- select and prepare cleaners and sanitisers as required according to workplace procedures
- prepare equipment for cleaning, such as rendering equipment safe to clean, clearing product and waste materials, covering motors and instrumentation where steam or water hoses are used, and simple dismantling of equipment parts
- advise any affected work areas/operators of cleaning progress to coordinate timely completion with minimal disruption to production
- clean and sanitise equipment as required according to workplace procedures and cleaning schedule
- return equipment to operating order (this may involve basic assembly of equipment parts)
- inspect equipment to identify equipment condition and cleanliness
- locate emergency stop functions on equipment
- report and/or correct unacceptable equipment condition
- maintain housekeeping standards
- prepare cleaners and sanitisers as required
- store cleaners, sanitisers and related equipment as required
- carry out relevant checks and inspections
- maintain work area to meet housekeeping standards
- conduct routine maintenance according to enterprise procedures
- take samples and conduct tests according to enterprise procedures
- record cleaning and sanitation information according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- the purpose of cleaning and sanitation and importance in maintaining food safety
- functions of cleaners, sanitisers and related equipment

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• safe work procedures, including appropriate signage of cleaning activities, safe handling and storage of cleaners and sanitisers used, safety when using cleaning methods, such as hot water and steam hoses, and status and purpose of safety guards • purpose and limitations of protective clothing and equipment • cleaning and sanitation requirements relating to work responsibilities, including the need for different levels of cleaning where relevant • procedures for preparing cleaners and sanitizers as required • cleaning method/s to be followed relating to work responsibilities • other work areas/operators who need to be consulted/advised on timing of cleaning • methods used to render equipment safe to clean, including understanding the status and purpose of equipment guards, relevant lock out/tagout and isolation procedures and related equipment settings for both cleaning and operating as required • procedures for conducting cleaning and sanitising • types of waste generated by the cleaning process and related collection, treatment and disposal requirements • potential environmental impact of incorrect waste handling • inspection, cleaning and storage requirements of cleaning equipment used • inspection points and methods for confirming the effectiveness of cleaning and sanitation, including visual inspection, and where required, recording of cleaning conducted • inspection requirements to confirm equipment condition, including acceptable equipment condition, ability to identify faulty or unacceptable equipment and take required corrective action • recording requirements and responsibilities • routine maintenance procedures where relevant • sampling methods and test procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • prepare equipment for cleaning • prepare and use chemicals according to safe work requirements • clean and sanitise equipment to meet work standards • monitor cleaning and report or address any non-compliances • dispose of waste according to environmental guidelines • complete required documentation • apply safe work practices and identify OHS hazards and controls • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • cleaning procedures and related advice on equipment operation, including advice on safe work practices and environmental requirements • personal protective clothing and equipment • cleaning schedule and related procedures, including OHS advice • equipment/items to be cleaned • chemicals, cleaning equipment and services as required • MSDS where appropriate • housekeeping standards and procedures • cleaning/sanitising information recording system and procedures • advice on environmental management issues relevant to work responsibilities.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out in accordance with company procedures, licensing requirements, legislative requirements, and industrial awards and agreements. When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production and cleaning schedules • labels and codes • safety signs and symbols • materials safety data sheets (MSDS) • standard forms • written or verbal instruction
Cleaning and sanitising chemicals	Cleaning and sanitising chemicals may be: • pre-mixed or manually mixed
Preparing/restoring equipment to operating order	Preparing/restoring equipment to operating order may involve: • simple dismantling and reassembling of equipment parts • basic isolation • covering of motors and instrumentation
Services	Services may include:

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• power • water • steam • compressed and instrumentation air
Inspecting cleaning effectiveness	Inspecting cleaning effectiveness typically involves: • carrying out a visual inspection

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2005A Work in a socially diverse environment

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to work in a socially diverse environment, including the development and application of cultural awareness required to interact effectively with people from diverse backgrounds.

Application of the Unit

Application of the unit	This unit is based on the tourism and hospitality unit THHCOR2A Work in a socially diverse environment and the transport and distribution unit TDTG701A Work in a socially diverse environment. This unit involves the application of communication principles and problem solving techniques to facilitate work in a socially diverse environment.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Communicate with people from diverse backgrounds	1.1. People from all cultural groups are valued and treated with respect and sensitivity 1.2. Verbal and non-verbal communication takes account of cultural differences 1.3. Where language barriers exist, efforts are made to communicate through use of gestures or simple words in the other persons' language 1.4. Assistance from colleagues, specialist resources or outside organisations is obtained when required
2. Respond to cross-cultural misunderstandings	2.1. Issues which may cause conflict or misunderstanding in the workplace are identified 2.2. Difficulties are addressed with the appropriate people in the workplace 2.3. When difficulties or misunderstandings occur, possible cultural differences are considered 2.4. Efforts are made to resolve the misunderstanding, taking account of cultural considerations 2.5. Issues and problems that cannot be resolved are referred as required for follow up

© Commonwealth of Australia, 2025 Skills Insight

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • identify and recognise cultural differences in the workplace • apply understanding of cultural difference to communicate effectively to achieve work requirements, including selecting appropriate communication style to suit audience • identify and respond to cross-cultural misunderstandings • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
Required knowledge
Knowledge of: • principles of equal employment opportunity (EEO) and anti-discrimination legislation as they apply to company and employee rights and responsibilities in the workplace • recognition of the different cultural groups in the workplace • understanding of the basis of cultural difference, including behaviour or practices that can cause offence, and related strategies for interacting in ways that are culturally sensitive • communication strategies and styles appropriate to diverse audiences related to the workplace

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • identify responsibilities according to the principles of anti-discrimination legislation • treat people from other cultures with respect and sensitivity • make efforts to communicate and understand others using verbal and non-verbal techniques • seek assistance when required to facilitate understanding • treat cross-cultural misunderstandings with sensitivity and act to resolve the matter with respect.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • advice on legal rights and responsibilities relating to anti-discrimination and EEO • related company policies and procedures • opportunities to interact with others using typical workplace communication processes.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	and procedures, regulatory and licensing requirements, legislative requirements and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation includes: • anti-discrimination • EEO
People from diverse backgrounds	People from diverse backgrounds may include: • any person involved in or related to the work process, such as work colleagues, managers and external personnel
Cultural differences	Cultural difference may include but is not limited to: • race • special needs • disabilities • gender • marital status • sexual preference • age
Examples of cultural differences	Examples of cultural differences may include but are not limited to: • language spoken and related communication style • levels of formality/informality • personal grooming • family obligations • recognised holidays • customs • work ethic • product preferences
Outside organisations	Outside organisations may include but are not limited to: • interpretative services • diplomatic services • local cultural organisations • appropriate government agencies

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• educational institutions

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2007A Work in a freezer storage area

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to enter and work in a freezer storage or cold room area.

Application of the Unit

Application of the unit	This unit has application in a food processing environment. This unit may be used in conjunction with FDFOP2010A Work with temperature controlled stock.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare to enter a freezer storage environment	1.1. Appropriate clothing and footwear are identified and available 1.2. Clothing and footwear are correctly fitted prior to entering a freezer 1.3. Checks and inspections are conducted according to workplace procedures
2. Identify and monitor equipment operation in a freezer storage environment	2.1. Effects of freezing temperatures on equipment used are identified 2.2. Equipment is monitored to ensure it is in operational order when in use in a freezer
3. Handle frozen product safely	3.1. Handling requirements for frozen product are identified 3.2. Frozen product is handled safely 3.3. Work is conducted in accordance with workplace environmental guidelines
4. Respond to emergencies	4.1. Signs and symptoms of exposure are identified 4.2. Appropriate action is taken to minimise effects of exposure of self and others

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
Ability to: • locate and fit appropriate protective clothing, footwear and equipment • follow procedures to enter and work in a freezer environment to ensure safety of self and others, including carrying out relevant checks and inspections prior to entry as required by workplace procedures • follow procedures to handle product to avoid product damage • monitor operating performance of equipment used in the freezer and identify signs of unsafe or unfit operation • conduct work in a manner appropriate to minimising risk of contamination • maintain work area to meet housekeeping standards • use oral communication skills/language competence to fulfil the job role as specified by the organisation including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • purpose and conditions required in a freezer storage environment, including how temperature parameters are maintained in the freezer/cold room • safety requirements and hazards associated with entering and working in a freezer storage/cold room area, including required protective clothing and equipment, limitations of protective clothing and equipment, and maximum work duration • symptoms associated with hypothermia and action to take if these occur • the effects of freezer/cold room temperatures and frozen condensation on equipment used in a freezer/cold room but designed for room temperature operation, including symptoms that equipment is unsafe or unfit for use • effects of room temperatures on equipment using hydraulic oils designed for freezer/cold room temperatures • typical freezing rates for product handled, such as products stacked on pallets • handling requirements for moving pallets of frozen product and how this differs from moving pallets of fresh product • the differences in product stability of pallets loaded with fresh compared with frozen product and related wrapping requirements • the effect of freezing on product packaging and related handling requirements • housekeeping requirements for work area

Evidence Guide

EVIDENCE GUIDE

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • identify risks associated with freezer storage to self and equipment and identify controls to address risks • correctly use personal protective equipment • use and monitor equipment in freezer storage • take corrective action in response to typical faults, inconsistencies and symptoms of exposure • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • freezer storage/cold room area • stock to be held in frozen storage.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2010A Work with temperature controlled stock.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, occupational health and safety (OHS), anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2010A Work with temperature controlled stock

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to store and retrieve temperature controlled stock from appropriate storage facilities.

Application of the Unit

Application of the unit	This unit has application in a food processing environment. Where work is undertaken in a freezer storage environment, also consider FDFOP2007A Work in a freezer storage area.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Store stock to meet temperature control requirements	1.1. Goods requiring temperature control are identified 1.2. Goods are located in correct storage areas to meet storage temperature, stores handling and stock rotation requirements 1.3. Stores information is recorded according to workplace requirements
2. Monitor and maintain temperature of stock within specifications	2.1. Stock temperature is monitored to confirm temperature is within specified limits 2.2. Storage areas are monitored to confirm temperature is within storage zone limits 2.3. Residence time in temperature controlled stores is monitored to meet stock control requirements 2.4. Out-of-specification storage temperatures are identified and corrective action is taken
3. Transfer temperature controlled stock	3.1. Goods are handled and transferred to maintain temperature control and meet stock rotation requirements 3.2. Stores transfer information is recorded according to workplace reporting requirements 3.3. Work is conducted in accordance with workplace environmental guidelines

© Commonwealth of Australia, 2025 Skills Insight

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to determine product handling and storage requirements
- identify storage requirements including temperature limits, minimum duration at given temperatures, and segregation and co-storage requirements
- identify temperature controlled storage facilities and temperature zones available
- select, fit and use personal protective clothing and/or equipment
- use materials handling equipment in a temperature controlled environment as required to undertake work functions
- follow procedures to measure temperature of product, such as use of instrumentation as required to take core and surface temperatures
- read instrumentation, such as temperature gauges, to monitor stores and zone temperatures
- identify and report out-of-specification temperatures in product and storage facilities
- take corrective action in response to out-of-specification temperatures including implementation of procedures to segregate damaged or potentially unsafe product
- complete records of stock receival and transfer as required
- maintain work area to meet housekeeping standards
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- occupational health and safety (OHS) hazards and controls, including the purpose and limitations of protective clothing and equipment
- temperature controlled storage facilities and capacities available in the work area, such as temperature zones within a single store and concepts (e.g. the Cold Chain compliance) as relevant to work requirements
- temperature control requirements of stock handled in the work area, including acceptable temperature ranges and consequences of failing to meet these ranges, and where required requirements for gradual temperature change
- stock handling procedures for receiving and locating stock within a store, including stock rotation and procedures for identifying, segregating, and disposing of damaged or potentially unsafe stock

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• stock handling procedures for transferring temperature controlled stock from a temperature controlled environment, including maximum duration stock can be held outside a controlled environment • food safety and quality consequences of stock temperature control requirements not being met • monitoring procedures and instrumentation, including use of thermometers or other temperature measuring instrumentation • notification, recording and reporting requirements • operating procedures for goods handling equipment as required • housekeeping requirements for work area • recording requirements and procedures

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • identify storage requirements of temperature controlled stock • monitor temperature of storage area and stock to ensure standards are maintained • handle and transfer stock to maintain required conditions • identify and act on non-conformances • complete workplace documentation • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	requirements • temperature storage specifications • stock handling and rotation systems • controlled temperature storage facilities • stock requiring storage • load shifting equipment as required • stock information recording system and procedures.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2007A Work in a freezer storage area • TLIA1407C Use product knowledge to complete work operations • TLID1007C Operate a forklift • TLIK107C Use infotechnology devices and computer applications in the workplace • TLID207C Shift a load using manually-operated equipment.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Temperature controlled stock	Temperature controlled stock may include: • stock to be stored at a constant temperature and at different temperatures for given durations
Temperature controlled storage facilities	Temperature controlled storage facilities include: • any controlled temperature environment

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units	

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2011A Conduct routine maintenance

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to inspect equipment and carry out routine maintenance and/or adjustment using a limited range of hand tools.

Application of the Unit

Application of the unit	This unit has application in a food production environment. It typically targets the production worker responsible for conducting simple and routine maintenance tasks to support the operation of machines or equipment. When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Food Standards Code and reference to food safety is replaced by GMP.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Conduct routine inspection of plant and equipment	1.1. Equipment is inspected to identify signs of wear 1.2. Nature of maintenance requirement is assessed
2. Prepare to conduct routine maintenance	2.1. Maintenance task is assessed to determine tools and services required 2.2. Equipment is prepared for maintenance 2.3. Hand tools are selected according to task requirements 2.4. Tools are checked before use and unsafe and/or faulty items are reported within standard procedures 2.5. Maintenance is planned and scheduled in consultation with affected work areas to minimise disruption to production
3. Carry out routine maintenance	3.1. Routine maintenance on equipment is carried out according to workplace procedures 3.2. Maintenance activities are reported according to workplace reporting requirements
4. Complete maintenance tasks	4.1. Equipment is returned to operating order 4.2. Tools and materials are stored according to workplace procedure

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	4.3. Relevant personnel are notified of maintenance completion 4.4. Housekeeping standards are maintained 4.5. Work is conducted in accordance with workplace environmental guidelines

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information such as the equipment history, faults or difficulties
- select, fit and use personal protective clothing and/or equipment
- inspect equipment for signs of wear, such as visual inspections to detect leaks, listening for unusual noises and/or vibrations
- identify and describe maintenance requirements, including the ability to assess the urgency of the maintenance issue, recognise common types of maintenance requirements and run basic checks according to workplace procedures to confirm the need for and type of maintenance support required
- take action to address maintenance requirements, such as carrying out routine maintenance within level of skill and responsibility and/or reporting outstanding maintenance to appropriate personnel using the required forms or request system
- plan and schedule maintenance within level of responsibility, such as consulting affected personnel and/or work areas on timing and notifying of maintenance progress
- prepare equipment and work area for routine maintenance, including cleaning equipment prior to carrying out maintenance and confirming that equipment is safe to work on, and simple isolation or tag out of equipment as required by workplace procedure
- select and use hand tools as required to carry out maintenance task
- select relevant parts and materials as required to carry out maintenance task
- carry out routine maintenance tasks according to workplace procedures
- on completion of maintenance tasks, return equipment to operational order, including confirming that all equipment parts, nuts and bolts are accounted for and correctly tightened, and where required, cleaning and sanitising equipment
- store tools in designated location, including basic tool maintenance, such as oiling
- complete records of maintenance as required

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- maintain work area to meet housekeeping standards
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- system in place to manage maintenance of plant and equipment in the workplace, including programs, such as responsive, preventative and proactive maintenance as appropriate
- responsibilities for participating in the maintenance program, including scope of operator responsibilities, roles of others involved in plant and equipment maintenance and procedures for raising maintenance orders where requirements are outside operator role
- basic operating principles of equipment to be maintained
- signs and symptoms of faulty equipment and early warning signs of potential problems
- basic checks used to confirm the nature of maintenance requirements, including distinguishing between mechanical and electrical faults and identifying probable causes or conditions that may increase maintenance requirements of equipment used
- procedures for issuing, maintaining and storing tools used
- safe use of hand tools and measuring instrumentation relevant to maintenance responsibilities
- lubrication requirements, including requirements to use food grade lubricants as required and consequences of using incorrect type or amount of lubricants
- safe work procedures, including appropriate signage of maintenance activities as required, use of appropriate personal protective clothing and equipment, and awareness of safety hazards and controls relating to maintenance tasks
- methods used to render equipment safe to work on or clean including lock out/tag out and isolation procedures (in some cases this may involve liaising with other maintenance operators)
- procedures and inspections to be carried out to confirm that equipment is in operating order and all parts are accounted for
- food safety risks arising from poor personal hygiene, cleaning and housekeeping practices and procedures associated with routine maintenance
- maintenance planning, scheduling and recording procedures

© Commonwealth of Australia, 2025 Skills Insight

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • identify routine maintenance tasks for machine or equipment • monitor operation and identify need for maintenance tasks • schedule maintenance tasks and communicate requirements with affected personnel • select and use appropriate hand tools to undertake routine maintenance • assess readiness for returning machine or equipment to operation or referring for further attention • complete maintenance documentation • apply safe work practices and identify OHS hazards and controls.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • tools, equipment and supplies used in minor routine preventative maintenance • routine maintenance and lubrication schedules and procedures • equipment to be maintained • housekeeping standards and procedures • maintenance information recording system and procedures.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
assessment	a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Routine maintenance	Routine maintenance is carried out according to company policies and procedures, licensing requirements, legislative requirements and industrial awards and agreements
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production log books • routine maintenance schedules • manufacturers' advice • condition monitoring information
Typical routine maintenance tasks	Typical routine maintenance tasks will depend on the workplace and may include: • replacement of consumable components, such as O-rings, hoses, filters and other 'bolt-on/bolt-off' equipment parts • lubrication of equipment and maintenance of fluid levels • simple adjustment, alignment or attachment of equipment components, parts, guides and sensors • clearing blocked nozzles, such as glue nozzles • positioning/attaching equipment components • carrying out basic maintenance on video inkjet

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	machines
Tools and materials	Tools and materials depend on the maintenance function and may include: • a limited range of hand tools, such as spanners and screwdrivers, grease guns, Allen keys and measuring and alignment equipment Materials may include: • lubricants and consumables for video inkjet printers
Inspections of equipment	Inspections of equipment may be carried out: • informally or as part of a structured program associated with proactive maintenance

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2012A Maintain food safety when loading, unloading and transporting food

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to load and transport temperature-sensitive ingredients and products.

Application of the Unit

Application of the unit	This unit describes the food safety aspects of loading and transporting food where the transport operator does not have direct physical contact with food. Where food is directly handled by the transport operator, the relevant food handling unit also applies. This unit does not address competencies related to vehicle inspection and operation. This unit is based on and equivalent to the guideline food safety unit GFSTFA Transport food.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare to transport food	1.1. Food storage vehicles and containers/receptacles are appropriate for use 1.2. Food storage vehicles and containers/receptacles are prepared for use 1.3. Food is loaded and secured as required to meet transportation and temperature control requirements 1.4. Hand washing and disinfecting procedures are followed to meet workplace requirements 1.5. Work is conducted in accordance with workplace environmental guidelines
2. Load, unload and transport food safely	2.1. Food safety control measures are monitored to ensure that food safety is maintained during transport 2.2. Where food safety control requirements are not met, the incident is promptly reported and corrective action is taken 2.3. Food is unloaded as required according to transportation and temperature control requirements 2.4. Food safety information is recorded to meet workplace requirements

© Commonwealth of Australia, 2025 Skills Insight

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to determine food handling and transport requirements
- select, fit and use personal protective clothing and/or equipment
- confirm that the vehicle and associated equipment are appropriate and ready for use, including confirming that vehicle type is capable of maintaining the required temperature range for product
- prepare transport containers (this will vary depending on the type of food and transport method), such as checking cleaning records, and where required, confirming product compatibility to ascertain that appropriate level of cleaning has occurred
- prepare the storage/holding environment as required, including confirming that temperature parameters for the loading and unloading areas are met
- follow procedures to load/unload food to ensure that materials/product is loaded/unloaded in correct sequence and configuration and that food cannot become contaminated by being located in proximity to other food or non-food items that can cause contamination (osmosis)
- monitor temperature parameters and related food safety control points before, during and after transporting food and record information in the required format
- take appropriate corrective action in response to failure to meet temperature parameters or other food safety requirements as required by workplace procedures
- clean and sanitise food containers according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- food safety control points in the loading/unloading and transportation of food materials and product and related methods of control
- characteristics of food transported and related transport environment requirements
- micro-biological, physical and chemical hazards that can occur when loading, transporting and unloading food, appropriate to nature and method of food transported, including the types of hazards likely to occur, the conditions under which they occur, and possible consequences
- methods and procedures used to control food safety hazards (this depends on the

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
type of controls and equipment used), including the purpose and operation of equipment, procedures in place to maintain food safety and workplace records, such as temperature control charts and cleaning and sanitation records • procedures used to confirm that transportation and related food safety equipment is appropriate for use and operational, such as equipment capacity to maintain a given temperature environment appropriate to the food product • cleaning and sanitation requirements for food containers where relevant • where contamination by osmosis is a possibility, the potential for cross-contamination resulting from location in proximity to other food or non-food items that are transported

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • ensure readiness of transport in accordance with product requirements • identify risks associated with transporting food products • identify and apply control measures for ensuring safety of food • load and unload goods according to requirements • identify and act on non-compliances • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • loading/unloading and transport advice/schedules

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• food safety information (this may be included in a food safety plan and/or integrated into work procedures) • work procedures relevant to loading/unloading and transportation, including advice on required temperature parameters to be maintained • workplace information, such as temperature charts and cleaning records as appropriate • food materials and product to be loaded/unloaded and transported • documentation and recording requirements and procedures .
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, licensing requirements, legislative requirements and industrial awards and agreements. When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply and reference to food safety is replaced by GMP
Workplace information	Workplace information may include:

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• standard operating procedures (SOPs) • food safety program • product handling specifications • transport schedules and instructions • transport vehicle manufacturers' advice • standard forms and reports
Transport vehicles	Transport vehicles are appropriate for the transportation of food and capable of maintaining the required environment for the food type transported
Food safety controls	Food safety controls refer to the methods used to control food safety hazards. Control methods, requirements and record keeping are specified in workplace food safety procedures which typically form part of a workplace food safety program
Safe food transport parameters	Safe food transport parameters depend on the type of food transported. Industry guidelines and codes, such as Cold Chain guidelines should be used as a basis for setting these parameters where available
Confirming readiness for use of food transport vehicle	Confirming readiness for use of food transport vehicle and containers/receptacles can include: • confirming that the vehicle is in good operating order and that containers/receptacles used to store food meet the relevant cleaning and sanitation requirements It may also include: • bringing the food handling area and storage container/receptacle to within the required temperature range before loading/unloading and confirming that equipment required to maintain temperature is operational
Food safety incidents	A food safety incident is a situation where the safe limits or parameters identified by the food safety program are not met

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2013A Apply sampling procedures

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to understand the requirements of sampling plans, and to collect and transfer samples to retain sample integrity.

Application of the Unit

Application of the unit	This unit has application in a food production environment. Operators requiring this competency would typically be required to follow specific sampling procedures, such as aseptic sampling. When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply and reference to food safety is replaced by GMP.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare for sampling	1.1. Sampling requirements are identified in accordance with the sampling plan 1.2. Sampling equipment, containers and labels are prepared
2. Collect samples	2.1. Samples are collected according to sampling procedures and the requirements of the sampling plan 2.2. Samples are handled and prepared to preserve sample and source integrity 2.3. Defects or abnormalities in source material and/or sample are identified and reported 2.4. Sample information is recorded according to workplace sample recording requirements 2.5. The work area is maintained according to housekeeping standards 2.6. Work is conducted in accordance with workplace environmental guidelines

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access and interpret sampling plan to identify sampling requirements
- select, fit and use personal protective clothing and/or equipment
- prepare for sampling to ensure required tools, containers and labels are available
- follow sampling procedures and the sampling plan to collect samples from the points, in the quantities and at the times specified
- identify atypical source materials and/or samples and take corrective action, such as reporting abnormalities, repeating sample collection and/or following intensive sampling schedules as required
- complete sample records according to workplace requirements, such as labelling samples as required
- transfer samples for testing
- maintain work area to meet housekeeping standards
- prepare samples according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- basic sampling principles, including the importance of following the sampling plan to obtain representative sampling reflecting characteristics of source material, the sample characteristics and related preservation, handling and storage requirements, and the labelling system purpose and requirements
- tests to be conducted on samples and related handling and preparation requirements and responsibilities
- characteristics of materials sampled and common contaminants and related conditions under which contamination is likely to occur
- sampling techniques relevant to samples collected, such as sterilisation methods and procedures
- the relationship between sampling, testing and production processes, including different sampling regimes that may apply in response to non-standard conditions or after corrective action is taken to adjust production outputs
- procedures and responsibility for reporting and recording sampling information, such as legislative requirements
- procedures for preparing samples where relevant

© Commonwealth of Australia, 2025 Skills Insight

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on equipment used for collecting and handling samples • collect, handle and store samples according to sampling requirements and standards • take corrective action in response to typical defects and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • sampling plan • documentation, including specifications, work instruction and other advice on sampling requirements • recording and reporting system • sampling instrumentation and containers as required • product/source material to be sampled.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Example could be: • MSL973001A Perform basic tests
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements and industrial awards and agreements
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • sampling plans
Sampling requirements	Sampling requirements include: • sampling under standard conditions • sampling after processes are adjusted in response to variation or non-conformance
Sampling	Sampling typically occurs at a number of points and using a range of techniques
Maintenance of sample integrity	Maintenance of sample integrity may be achieved by: • use of appropriate personal protective clothing • use of clean sampling tools and containers (sterilised tools/containers for aseptic sampling) • temperature control • addition of preservatives as required

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Sampling techniques	Sampling techniques may include: • sub-sampling

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2014A Participate in sensory analyses

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to participate in sensory analyses of food products and ingredients.

Application of the Unit

Application of the unit	This unit applies in the food processing industry. It covers analyses of food product or ingredients using taste, texture, appearance and smell.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare to conduct sensory analysis	1.1. Personal conduct and the test environment are appropriate to conducting sensory analysis 1.2. Criteria for assessment is available and appropriate to analysis requirements 1.3. Method of analysis is appropriate 1.4. Samples are available for analysis 1.5. Defects or abnormalities in sample are identified and reported
2. Conduct sensory analysis	2.1. Samples are analysed according to workplace procedure and analysis criteria 2.2. Results are recorded according to workplace recording requirements 2.3. Work is conducted in accordance with workplace environmental guidelines

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access and interpret sensory analysis schedule and analysis criteria to identify requirements • ensure that personal conduct does not jeopardise analytical ability • confirm that samples are available and in an appropriate condition for analysis

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• follow procedures to analyse samples provided • record and/or report results of analysis • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • principles of sensory analysis, including attributes that can be detected by taste and smell, such as sour, sweet, salty and bitter, and how these different tastes are detected (where on the tongue tastes are discerned, and the interaction between taste and smell, it also includes an understanding of attributes detected by mouth feel and appearance) • sensory analysis system and procedures, such as the collection and use of reference samples, the role of the individual in the analysis process and how the system validates analysis results • specific criteria used to evaluate material/product samples and the associated descriptions • sample preparation requirements (this is dependent on materials/products to be analysed), including the effect of sample temperature on sensory analysis • the effect of personal conduct on analytical ability, including stimuli and conditions that can dull sensitivity • requirements of the environment appropriate to conducting sensory analyses • the components of material/product sampled that contribute to flavour, aroma, appearance and texture • the likely causes of variation in results, including typical variation that can occur in the material/product and how these occur, as well as how the method of analysis, environment and state of individual participants that can affect the outcome • procedures and responsibility for recording and reporting sensory analysis information

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct a sensory analysis of food and food ingredients using texture, taste, smell and appearance • interpret results of sensory analysis against assessment criteria • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • samples for analysis • sensory analysis environment, procedures, criteria and reporting documentation.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Example could be: • FDFOP2013A Apply sampling procedures.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements and industrial awards and agreements
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • sampling plans • sensory analysis criteria • reporting documentation
Sensory analysis	Sensory analysis may be conducted by individuals and/or panels and applied to materials/ingredients and/or final products
Attributes to be analysed	Attributes to be analysed may include: • flavour • appearance • aroma • texture

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2015A Apply principles of statistical process control

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to collect statistical information and analyse and interpret data in order to inform work processes.

Application of the Unit

Application of the unit	This unit has application where some data collection and interpretation is required to inform work practices. This typically includes plotting data on charts, such as run or control charts, and identifying variation according to given limits.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		
	FDFOP2061A	Use numerical applications in the workplace

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Collect statistical information	1.1. Data requirements are identified 1.2. Data is collected to meet requirements
2. Analyse and interpret data	2.1. Data is analysed to identify variation 2.2. Trends in data are identified 2.3. Corrective action requirements are determined based on data

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • identify and collect required data • retrieve/access data, which may require use of computer programs to access and analyse data, and the ability to locate the relevant information or screens to collect and analyse the data • apply basic statistical analysis techniques to meet work requirements, such as plotting data on charts (e.g. run or control charts) and identify variation according

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
to given limits • interpret data to identify trends (manually or using a computer program) • determine when corrective action is required, such as identifying upper and lower control limits (and warning limits where relevant)
Required knowledge
Knowledge of: • data sampling method, including the nature of the sample on which data is based and the reasons for different sampling requirements that may apply in a given situation • concept of variation, including the difference between common and special causes of variation and consequent options for reducing variation and remaining within a given range • the purpose and process of establishing targets and limits • concept of standard distribution/standard deviation • methods used to analyse statistical data, including methods to determine the average, median and mean, and what these measures indicate

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • identify data for collection and requirements for ensuring accuracy • interpret data • document data on charts, graphs or required workplace format • identify need for corrective action.
Context of and specific resources for	Assessment must occur in a real or simulated workplace

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
assessment	where the assessee has access to: • statistical process control data • related data collection and analysis systems • calculator.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Data collection	Data collection may be based on a sampling regime followed by an operator or collected automatically. Data collection may include: • collecting samples and taking measurements
Data analysis	Data analysis typically involves: • use of computer programs but may also be carried out manually

Unit Sector(s)

Unit sector	Operational

© Commonwealth of Australia, 2025 Skills Insight

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2016A Work in a food handling area for non-food handlers

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to conduct work in a food handling area where the work does not involve direct food contact.

Application of the Unit

Application of the unit	Typical applications for this unit include stores/warehousing, cleaning and maintenance workers. This unit is not appropriate for a person who has direct contact with food and/or raw materials or ingredients. Where this is a requirement, refer to relevant core food safety units. This unit is based on and equivalent to the guideline food safety unit GFSWFHAA Carry out work in a food handling area.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Maintain food safety while working in a food handling area	1.1. Food safety requirements related to work tasks are identified and followed 1.2. Work responsibilities are carried out so that the safety of food is maintained 1.3. Procedures or practices which are not consistent with workplace food safety program are identified and reported
2. Maintain food handling area in clean and orderly state	2.1. Equipment and the food handling area meet the cleaning and sanitation requirements of workplace food safety program 2.2. Work is conducted in accordance with workplace environmental guidelines 2.3. Waste is collected and disposed of according to workplace procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access and apply workplace information on food safety policies and procedures relating to own work
- fit and use appropriate personal protective clothing and equipment as required by work tasks to meet food business requirements
- maintain personal conduct consistent with workplace requirements
- check own work area to identify food safety hazards
- carry out work responsibilities to ensure that food safety is not compromised
- take necessary precautions when moving between or around the workplace and/or from one task to another to minimise the risk of contamination
- recognise and report situations or procedures that could compromise food safety according to workplace procedure, including following procedures in own work and related work area to report to the appropriate personnel, in required detail and in a timely manner
- take corrective or preventative action within level of responsibility
- report health conditions and illness as required by workplace food safety procedures
- sort and dispose of waste as required by work responsibility according to workplace procedure
- maintain housekeeping standards in work area
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- food safety requirements related to own work as determined by the workplace
- sources of advice on food safety issues and responsibilities in the workplace
- personal hygiene practices and clothing and footwear requirements associated with working in and moving in and between food handling areas and moving between food handling and non food-handling areas
- suitable standard for materials and equipment used in the food handling area, including materials that are unsuitable for use, such as breakable or dirty equipment/materials
- methods and procedures to be followed when carrying out work responsibilities in a food handling area to ensure that food safety is not compromised (this will depend on the nature of work responsibilities and food safety requirements as

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
specified by the workplace) • the types of contamination that can occur as a result of work activities, and procedures used to prevent these types of contamination from occurring • cleaning and sanitation requirements and responsibilities, including cleaning methods appropriate to a food handling environment and those used in the specific food handling area • waste collection, recycling and handling procedures • housekeeping standards to be maintained in the work area

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • identify food handling procedures and food safety issues for work • apply food safety procedures when handling food products • identify and act on non-conformances • ensure cleaning standards are met • follow environmental and waste management procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • food safety policies and procedures relevant to work function • work procedures, including procedures for entering and exiting food handling areas • work process and related services/resources • work area and related equipment to undertake work function

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• waste collection, treatment, recycling and/or disposal methods • monitoring and reporting system.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out in accordance with company policies and procedures, regulatory and licensing requirements, legislative requirements, site licences and industrial awards and agreements
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • advice on food safety requirements related to work function • standard forms • written or verbal instructions
Food handling area	Food handling area can refer to any work area where receiving, handling and inspecting, preparing, processing, packaging, storing and/or despatching occur
Examples of contamination that	Examples of contamination that can result from

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
can result from work activities	work activities include: • chemical contamination which could be caused by lubricants, resins and cleaning and sanitation chemicals • physical contamination which could be caused by metal, glass, plastic and cloths
Personal hygiene, **clothing and footwear and requirements**	Personal hygiene, clothing and footwear and requirements to report health conditions or illness must meet workplace requirements and procedures. At a minimum such procedures must ensure that any person in a food premises does not contaminate food, does not have unnecessary contact with ready-to-eat food and does not spit, smoke or use tobacco or similar in a food handling area. Refer to Food Safety Standard 3.2.2, Clause 17:3 and relevant state and territory regulations/legislation

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2018A Operate a case packing process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a secondary packaging process used to form trays or boxes, load and position product and seal the package.

Application of the Unit

Application of the unit	This unit has application in a food processing packing environment. It typically targets the worker responsible for applying basic operating principles to the operation and monitoring of a case packing process and associated equipment. Case packers may be configured as side loading, wrap around, drop or pick and place packers. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the case packing equipment and process for operation	1.1. Packaged product and packaging components/consumables are confirmed and available to meet production requirements 1.2. Pre-start checks are carried out on process and related equipment to confirm readiness for use 1.3. Packaging components/consumables are loaded/positioned to meet requirements 1.4. Parameters are set to meet safety and packaging requirements
2. Operate and monitor the case packing process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. Packaging quality and packaging appearance are

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	monitored to confirm that specifications are met 2.5. Out-of-specification process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the case packing process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify casepacking requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary packaging components/consumables, including boxes/cartons and related consumables
- inspect the quality of packaging components/consumables to confirm that standards are met
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters to suit product type, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for packaging requirements, loading packaging components/consumables, positioning electronic eyes and sensors correctly, ensuring all safety guards are in place and operational, and confirming coders are correctly set for date and product requirements
- start, operate, monitor and adjust pick and place equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- box formation
- alignment, placement and quantity of units packed
- operation of suction cups
- operation of related equipment (e.g. box closers and sealers)
- operation of ink jet coders to confirm correct code and clarity/legibility
- demonstrate procedure to reference or align equipment against setup parameters
- demonstrate product/packaging changeovers
- monitor flow of product to the process and packaged goods from the process
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take casepacking process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- prepare equipment for cleaning
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of secondary packaging, including the requirements of packaging materials used and coding requirements
- basic operating principles of casepacking equipment, including main equipment components, status and purpose of guards, purpose and location of electronic eyes and sensors, equipment operating capacities and applications, and services required for operation of casepackers used in the workplace
- the flow of product to this stage in the packing process and the effect of outputs on downstream processes
- quality characteristics and requirements of outer packaging materials and of the packaged product, including board quality and finished packaged product specifications
- methods used to monitor the process, such as visual inspection of the process and of the quality of the packaged product
- inspection or test points (control points) in the process and the related procedures and recording requirements, and testing gluing or sealing of packages where

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
required • operating requirements and parameters and corrective action required where operation is outside specified operating parameters, including restart procedures following a crash or jam up • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • common causes of variation and corrective action required, including the effect of variation in packaging components/consumables on performance • contamination/food safety hazards and risks associated with this stage in the packaging process and related control measures • occupational health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • product/packaging changeover procedures • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the packaging process, including waste collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • cleaning and sanitation procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for case packing • start, operate, monitor and adjust process equipment

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements, stock flow systems and production/packaging schedules • information on equipment capacity and operating parameters • specifications, control points and operating parameters • automated case packers and related equipment and services • product to be packaged and board and related consumables • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2004A Clean and sanitise equipment • FDFOP2030A Operate a process control interface.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Australian Food Standards Code and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Case packing process and related equipment	Case packing process and related equipment may include: • product assembly and indexing systems • conveyors • carton/box erectors • automated product placement equipment • bundlers • labellers

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• heat/shrink wrappers • box closers • ink jet coders
Packing configuration	Packing configuration may require: • single or multi-layered indexing
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2019A Fill and close product in cans

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a primary packaging process that fills product into cans and hermetically seals containers using a closer or seamer.

Application of the Unit

Application of the unit	This unit has application in a food processing packing environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a filling and closing process and associated equipment. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the filling and closing process for operation	1.1. Materials and packaging components/consumables are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the filling process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that filled and

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	closed containers meet specifications 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Monitor closure and seaming stage	3.1. The closing stage is monitored to confirm that closures and seams meet specifications 3.2. Out-of-specification process outcomes are identified, rectified and/or reported to maintain the process within specification 3.3. The workplace meets housekeeping standards 3.4. Workplace records are maintained according to workplace recording requirements
4. Shut down the filling and closing process	4.1. The appropriate shutdown procedure is identified 4.2. The process is shut down according to workplace procedures 4.3. Maintenance requirements are identified and reported

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access workplace information to identify processing requirements • select, fit and use personal protective clothing and/or equipment • confirm supply of necessary materials and services • prepare/condition product for filling as required • conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters to suit filling requirements, cancelling isolation or lockouts as required, confirming that equipment is clean, correctly configured for filling and seaming requirements,

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

positioning sensors and controls correctly, ensuring any scheduled maintenance has been completed, and confirming that all safety guards are in place and operational
• start, operate, monitor and adjust the filling process and equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
  • fill temperatures
  • headspace
  • vacuum
  • visual appearance of the product
  • line speed/throughput
• monitor supply and flow of materials to and from the process
• start, monitor and adjust the closer to confirm alignment and formation of the seam
• monitor control points and conduct inspections related to the seaming/closing process, including confirming that coding is correct
• take corrective action in response to out-of-specification results
• conduct product/batch changeovers
• respond to and/or report equipment failure within level of responsibility
• locate emergency stop functions on equipment
• follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
• complete workplace records as required
• demonstrate shift handover procedure
• maintain work area to meet housekeeping standards
• use process control systems according to enterprise procedures
• inspect seams according to enterprise procedures
• collect samples and conduct tests according to enterprise procedures
• clean and sanitise equipment according to enterprise procedures
• use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
• work cooperatively within a culturally diverse workforce

Required knowledge
Knowledge of: • purpose and basic principles of filling and closing, including the properties and requirements of packaging materials used, hermetic sealing and properties of containers used for this purpose, coding requirements and related legal requirements, such as product weight • the flow of this process and the effect of the filling and seaming process on downstream processes

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- quality characteristics of the filled and closed container, including seam components and integrity requirements within level of responsibility for inspection
- effect of raw material characteristics on filling and seaming
- quality parameters for cans and ends
- methods used to prepare product for filling
- effect of process variables, such as headspace, fill temperature and vacuum on the process
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters, including restart procedures following a crash or jam up
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- techniques used to monitor the production/packing process, such as inspecting, measuring and testing as required by the process
- inspection or test points (control points) in the process and the related procedures and recording requirements
- contamination/food safety issues associated with filling and seaming and related control measures
- common causes of variation and corrective action required
- occupational health and safety (OHS) hazards and controls
- requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage
- isolation, lock out and tag out procedures and responsibilities
- product/process changeover procedures and responsibilities
- procedures and responsibility for reporting production and performance information
- environmental issues and controls relevant to the process, including waste collection and handling procedures related to the process
- basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment
- sampling and testing procedures, where relevant, such as seam inspection procedures
- cleaning and sanitation procedures where relevant

© Commonwealth of Australia, 2025 Skills Insight

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for filling and closing cans • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • production schedule • information on equipment capacity and operating parameters • specifications, control points and operating parameters • filling and closing and related equipment and services • materials to be filled as required • packaging components/consumables • sampling schedules and test procedures and equipment as required • cleaning procedures, materials and equipment as

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	required • documentation and recording requirements and procedures.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety,

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • batch/recipe instructions • manufacturers' advice • standard forms and reports
Product preparation	Product preparation can include: • acidifying • brining or syruping • exhausting
Product	Product may be hot or cold filled
Can seam components	Can seam components include: • body hook • end hook • countersink • seam thickness • seam juncture and overlap
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services are appropriate to the process to be operated. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2020A Operate a form, fill and seal process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a form, fill and seal process.

Application of the Unit

Application of the unit	This unit has application in a food processing packing environment. It typically targets the worker responsible for applying basic operating principles to the operation and monitoring of a forming, filling and sealing process and associated equipment. This is a primary packaging process to package product into appropriate packaging. It can apply to both aseptic and non-aseptic form and fill processes. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the forming, filling and sealing equipment and process for operation	1.1. Materials and packaging components/consumables are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the forming, filling and sealing process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. Packaging quality and seal integrity are monitored to confirm that specifications are met 2.5. Out-of-specification outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the forming, filling and sealing process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify processing requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary packaging components/consumables and product
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for packaging requirements, loading packaging components/consumables, positioning sensors and controls correctly, ensuring any scheduled maintenance has been completed, and confirming that all safety guards are in place and operational
- start, operate, monitor and adjust the forming, filling and sealing process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification,

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
such as: • formation of container/packaging • flow rates • product weights and volumes • fill levels • temperature, including product and sealing temperatures • supply of packaging components/consumables • packaging quality and seal integrity, such as testing packaging integrity • monitor supply and flow of materials to and from the process • take corrective action in response to out-of-specification results • respond to and/or report equipment failure within level of responsibility • locate emergency stop functions on equipment • follow isolation and lock out/tag out procedures as required to take forming, filling and sealing process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility • prepare forming, filling and sealing equipment for cleaning • demonstrate product/process changeovers • complete workplace records as required • maintain work area to meet housekeeping standards • use process control systems according to enterprise procedures • demonstrate aseptic container preparation/forming, filling and sealing according to enterprise procedures • collect samples and conduct tests according to enterprise procedures • clean and sanitise equipment according to enterprise procedures • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • purpose and basic principles of forming, filling and sealing, including the purpose and characteristics required of packaging materials used, and the methods used to form packaging, fill and seal product (where methods involve vacuum or map packaging, it includes an understanding of the effect of modified atmosphere on product shelf-life) • product and packaging coding requirements and related legal requirements, including product weight • basic operating principles of forming, filling and sealing equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, the purpose and location of sensors and related

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
feedback instrumentation, and services required for operation of form, fill and seal equipment used in the workplace • the flow of processes supplying the forming, filling and sealing process and the effect of process output on downstream processes • quality characteristics and requirements of forming, filling and sealing, such as quality requirements of product and packaging components/consumables, requirements of packaging forming stage, filling, including fill levels and weights, and requirements of seal formation and integrity, and integrity testing procedures, where required • methods used to monitor the process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • operating requirements and parameters and corrective action required where operation is outside specified operating parameters, including restart procedures following a crash or jam up • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • common causes of variation and corrective action required, including the effect of variation in both product characteristics and packaging components/consumables on forming, filling and sealing performance • food safety hazards and risks associated with forming, filling and sealing and related control measures • occupational health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • product/packaging changeover procedures • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the forming, filling and sealing process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • aseptic container preparation/forming, filling and sealing requirements where relevant • sampling and testing procedures where relevant • cleaning and sanitation procedures where relevant

© Commonwealth of Australia, 2025 Skills Insight

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for forming, filling and sealing • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements, stock flow systems, production/packaging schedules • information on equipment capacity and operating parameters • specifications, control points and operating parameters • forming, filling and sealing process and related equipment and services • materials and packaging components/consumables to be formed, filled and sealed • product • sampling schedules and test procedures and equipment as required • documentation and recording requirements and

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety,

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	environmental management, OHS, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Australian Food Standards Code and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Forming, filling and sealing equipment	Forming, filling and sealing equipment may include: • pumps • gable top fillers • film fillers • hermetic sealers • bulk bag fillers • aseptic packaging • aseptic plastic pouches • aseptic carton systems • aseptic form, fill and seal equipment • aseptic bottle fillers/cappers • bag-in-box filler • bag forming and filling machines
Typical containers formed by this process	Typical containers formed by this process include: • cartons • pouches • boxes • bags Where bottles are formed as part of this process, also refer to PMBPROD211B Operate blow moulding equipment and PMBPROD270B Operate injection blow moulding equipment
Packaging	Packaging may include: • vacuum packing

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• modified atmosphere packaging (MAP)
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services are appropriate to the process to be operated. Typical examples include: • power • steam • water • vacuum • inert gas (where gas flushing is used) • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2021A Operate a fill and seal process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a fill and seal process.

Application of the Unit

Application of the unit	This unit has application in a food processing packing environment. It typically targets the worker responsible for applying basic operating principles to the operation and monitoring of a filling and sealing process and associated equipment. This is a primary packaging process to fill product into packaging, such as bottles, boxes, drums, bladders and pails. This unit can apply to both aseptic and non-aseptic filling and sealing processes. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the filling and sealing equipment and process for operation	1.1. Materials and packaging components/consumables are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the filling and sealing process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. Packaging quality and seal integrity are monitored to confirm that specifications are met 2.5. Out-of-specification process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the filling and sealing process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify filling and packaging requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary packaging components/consumables, product and services
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for packaging requirements, loading packaging components/consumables, positioning sensors and controls correctly, ensuring any scheduled maintenance has been completed, and confirming that all safety guards are in place and operational
- start, operate, monitor and adjust the filling and sealing process equipment to achieve required outcomes, including monitoring control points and conducting

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
inspections as required to confirm process remains within specification, such as: • flow rates • product weights and volumes • fill levels • times and temperatures, including product and sealing temperatures • supply of packaging components/consumables • packaging quality and seal integrity, such as testing seal integrity • take corrective action in response to out-of-specification results • respond to and/or report equipment failure within level of responsibility • locate emergency stop functions on equipment • follow isolation and lock out/tag out procedures as required to take filling and sealing process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility • prepare filling and sealing equipment for cleaning • demonstrate product/process changeovers • complete workplace records as required • maintain work area to meet housekeeping standards • use process control systems according to enterprise procedures • demonstrate aseptic filling and sealing according to enterprise procedures • collect samples and conduct tests according to enterprise procedures • clean and sanitise equipment according to enterprise procedures • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • purpose and basic principles of filling and sealing, including the purpose and characteristics required of packaging materials used and the method used to fill and seal product (where methods involve vacuum or map packaging, it includes an understanding of the effect of modified atmosphere on product shelf-life) • product and packaging coding requirements and related legal requirements including product weight • basic operating principles of filling and sealing equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, the purpose and location of sensors and related feedback instrumentation, and services required for operation of filling equipment used in the workplace • the flow of processes supplying the filling and sealing process and the effect of outputs on downstream processes

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• quality characteristics and requirements of filling and sealing, such as quality requirements of product and packaging components/consumables, requirements of filling including fill levels and weights, requirements of seal formation and integrity,and integrity testing procedures, where required • methods used to monitor the process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • operating requirements and parameters and corrective action required where operation is outside specified operating parameters, including procedures to clear a breach and restart following a crash or jam up as appropriate • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • common causes of variation and corrective action required, including the effect of variation in both product and packaging components/consumables on filling and sealing performance, such as the effect of temperature variation on the filling process • food safety hazards and risks associated with filling and sealing and related control measures • occupational health and safety (OHS) hazards and controls • requirements of, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • product/packaging changeover procedures • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the filling and sealing process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • aseptic filling and sealing requirements where relevant • sampling and testing procedures where relevant • cleaning and sanitation procedures where relevant

Evidence Guide

EVIDENCE GUIDE
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for filling and sealing • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements, stock flow systems and production/packaging schedules • information on equipment capacity and operating parameters • specifications, control points and operating parameters • filling and sealing process and related equipment and services • materials and packaging components/consumables to be formed and filled • product • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Australian Food

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	Standards Code and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Filling and sealing equipment	Filling and sealing equipment may include: • pumps • fillers, including aseptic bottle fillers • hermetic sealers • bag fillers • aseptic packaging • seamers • level detection equipment • conveyors Related processes depend on product requirements and may include: • product preparation equipment, such as mixers, blenders, carbonators, heat exchangers, chillers and crystallisers
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Packaging	Packaging may include: • vacuum packing • modified atmosphere packaging (MAP)
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services are appropriate to the process to be operated. Typical examples include: • power • steam • water

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• vacuum • inert gas (where gas flushing is used) • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2022A Operate a high speed wrapping process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a primary packaging process using high speed wrapping equipment to enclose product in a sealed, airtight film/cello package

Application of the Unit

Application of the unit	This unit has application in a food processing packing environment. It typically targets the worker responsible for applying basic operating principles to the operation and monitoring of a high speed wrapping process and associated equipment. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the wrapping equipment and process for operation	1.1. Materials and packaging components/consumables are confirmed and available to meet production requirements 1.2. Pre-start checks are carried out on process and related equipment to confirm readiness for use 1.3. Packaging components/consumables are loaded/positioned to meet requirements 1.4. Parameters are set to meet safety and packaging requirements
2. Operate and monitor the wrapping process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. Packaging quality and seal integrity is monitored to confirm that specifications are met 2.5. Out-of-specification process outcomes are identified, rectified and/or reported to maintain the process within specification

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the wrapping process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify wrapping requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary packaging materials/film/cello and product, such as inspecting the quality of both product and wrapping material to confirm that standards are met
- conduct pre-start checks, such as inspecting equipment and conveyor belt condition to identify any signs of wear, selecting appropriate settings and/or related parameters to suit product type, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for packaging requirements, loading/threading packaging components/consumables, positioning electronic eyes and sensors correctly, ensuring all safety guards are in place and operational, and confirming coders are correctly set for date and product requirements
- start, operate, monitor and adjust wrapping equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
  - product alignment
  - product weights
  - packaging quality
  - packaging and product alignment

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- seal integrity, such as testing packaging integrity
- codes-correct content and clarity/legibility
- monitor flow of product to and from the process
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take high speed wrapping process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- prepare wrapping equipment and conveyors for cleaning
- demonstrate product/packaging changeovers
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- collect samples and conduct tests according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of wrapping, including the properties and requirements of packaging materials used, coding requirements and related legal requirements (e.g. product weight)
- basic operating principles of wrapping equipment, such as main equipment components (e.g. conveyors and related guides and alignment adjustments), purpose and location of electronic eyes and sensors, status and purpose of guards, equipment operating capacities and applications, and services required for operation of wrapping equipment used in the workplace
- the flow of product to the wrapping process and the effect of outputs on downstream processes
- quality characteristics and requirements of product to be wrapped, wrapping materials and the final wrapped product
- methods used to monitor the process, such as inspecting, measuring and testing as required by the process
- inspection or test points (control points) in the process and the related procedures and recording requirements
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
faulty equipment and early warning signs of potential problems • common causes of variation and corrective action required, including the effect of variation in both product and packaging components/consumables on performance • contamination/food safety hazards and risks associated with the wrapping process and related control measures • occupational health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • product/packaging changeover procedures • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the filling and wrapping process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • sampling and testing procedures where relevant • cleaning and sanitation procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for high speed wrapping • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements, stock flow systems and production/packaging schedules • information on equipment capacity and operating parameters • specifications, control points and operating parameters • high speed wrapping machine and related equipment and services • materials to be wrapped, cello/film and other packaging components/consumables • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Australian Food Standards Code and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
High speed wrapping processes and related equipment	A high speed wrapping process and related equipment may include: • conveyor systems transferring product to and from wrappers • wrapper • check weighers • metal detectors • ink jet coders

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	Related processes typically involve: • secondary packing into boxes, bags or other containers
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2023A Operate a packaging process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a packaging process or sub-system.

Application of the Unit

Application of the unit	This unit has application in a food processing packing environment. It typically targets the worker responsible for applying basic operating principles to the operation and monitoring of a packing process and associated equipment. This unit is generic and should be customised for a given process. It should only be selected where no specific packaging unit is available. A packaging process may relate to primary and/or secondary packaging activities. It typically requires the operation of a series of related items of equipment to achieve the required outcome. Where a single item of packaging equipment is operated, refer to FDFOP1005A Operate basic equipment. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

© Commonwealth of Australia, 2025 Skills Insight

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the equipment and process for operation	1.1. Packaging components/consumables, materials and items to be packaged are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Operating parameters are entered as required to meet safety and production requirements 1.5. Materials, product and packaging components/consumables are loaded or positioned as required to meet packaging requirements 1.6. Equipment performance is checked and adjusted as required

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	1.7. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that specifications are met 2.5. Out-of-specification process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access workplace information to identify packaging requirements • select, fit and use personal protective clothing and/or equipment • confirm supply of necessary packaging components/consumables, materials and services • conduct pre-start checks, such as inspecting equipment condition to identify any

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
signs of wear, setting coders and printers, selecting appropriate equipment settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for packaging requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been completed, and confirming that all safety guards are in place and operational • start, operate, monitor and adjust packaging equipment to achieve required outcomes., such as packaging components/consumables and/or product, and monitoring control points (e.g. weights, codes, placement, glue temperatures, alignment and appearance, configuration and seal integrity) as required to confirm process remains within specification • monitor supply and flow of materials to and from the process • take corrective action in response to out-of-specification results • respond to and/or report equipment failure within level of responsibility • locate emergency stop functions on equipment • follow isolation and lock out/tag out procedures as required to take packaging equipment off-line in preparation for cleaning and/or maintenance within level of responsibility • demonstrate batch/process changeovers • complete workplace records as required • maintain work area to meet housekeeping standards • use process control systems according to enterprise procedures • integrity testing of packaging according to enterprise procedures • carry out routine maintenance according to enterprise procedures • clean and sanitise equipment according to enterprise procedures • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • purpose and basic principles of the packaging process, including the purpose and characteristics required of packaging materials used and the principles of the packaging process used (where methods involve vacuum or map packaging, it includes an understanding of the effect of modified atmosphere on product shelf-life) • product and packaging coding requirements and related legal requirements, including product weight • basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation • services required and action to take if services are not available

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• the flow of processes supplying the packaging process and the effect of outputs on downstream processes • quality characteristics required of the packaging process, such as seal integrity requirements • effect of variation in inputs, such as packaging components/consumables, materials and/or services, on process performance • operating requirements and parameters and corrective action required where operation is outside specified operating parameters, including restart procedures following a crash or jam up • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • methods used to monitor the packaging process, such as visual inspecting, and measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • contamination/food safety risks related to stages in the packaging process and related control measures • common causes of variation and corrective action required • occupational health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the packaging process, including emergency and routine shutdowns and procedures to follow in the event of a power outage, and conducting basic equipment referencing where required • product/packaging changeover procedures and responsibilities • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • routine maintenance procedures where relevant • packaging integrity testing where relevant • cleaning and sanitation procedures where relevant

Evidence Guide

EVIDENCE GUIDE
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for packing • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • specifications, control points and operating parameters • packaging and related equipment and services • materials to be packaged and packaging components/consumables as required • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2004A Clean and sanitise equipment

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Australian Food Standards Code and reference to food safety is replaced by GMP
Workplace information	Workplace information may include:

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Typical equipment	Typical equipment that may form a packaging sub-system includes: • conveyor systems • filling • sealing • wrapping • thermo-form equipment • case packers • bundlers • ink jet coders • labellers • palletisers • shrink wrappers • strappers
Packaging	Packaging may include: • vacuum packing • modified atmosphere packaging (MAP) • blister packaging or over wrapping
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)

Unit Sector(s)

Unit sector	Operational

© Commonwealth of Australia, 2025 Skills Insight

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2026A Operate a forming or shaping process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a biscuit forming or shaping process.

Application of the Unit

Application of the unit	This unit has application in a biscuit production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of machines and equipment to form and shape biscuit dough. Biscuits may be for human consumption or animal feed. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the biscuit forming process for operation	1.1. Materials and ingredients are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing or operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the biscuit forming process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that formed product is produced to specification

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the biscuit forming process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify biscuit forming process requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply and condition of necessary materials and services, such as transferring and loading dough into hoppers
- confirm condition of dough, such as:
  - dough type matches product specification
  - dough temperature, consistency/texture, moisture level, weight and colour
  - dough standing time
  - dough supply/quantities
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lock outs as required, confirming that related equipment is clean and correctly configured for processing requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- confirm setting selection, such as:
  - setting parameters for process type
  - setting equipment speeds
  - adjusting roller and web settings (as required)
  - adjusting depositing/extrusion settings (as required)
- start, operate, monitor and adjust process equipment to achieve required outcomes, including control points and conducting inspections as required to confirm process remains within specification, such as:
  - biscuit size, shape and thickness
  - biscuit weight
  - dough temperature
- form product to specification, such as conducting a trial run in preparation for production run
- monitor supply and flow of materials to and from the process
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility
- conduct product/batch changeovers
- locate emergency stop functions on equipment
- shut down equipment in response to an emergency situation
- follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- take samples and conduct tests according to enterprise procedures
- carry out routine maintenance according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of biscuit forming
- basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- services required and action to take if services are not available
- the flow of the biscuit forming process and the effect of outputs on downstream

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
processes • effect of dough quality on process outcomes • quality characteristics to be achieved by the process • quality requirements of materials and effect of variation on process performance • operating requirements and parameters and corrective action required where operation is outside specified operating parameters, including procedures for incorporating rework dough and procedures for mending webs as required • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • methods used to monitor the production process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • contamination/food safety risks associated with the process and related control measures • common causes of variation and corrective action required • occupational health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • cleaning and sanitation procedures where relevant • sampling and testing associated with process monitoring and control where relevant • routine maintenance procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for biscuit dough forming and shaping • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures to work practices.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule and recipe/batch instructions • specifications, control points and processing parameters • forming process and related equipment and services • biscuit dough to be formed • sampling and testing schedules and procedures, as required • sampling schedules and test procedures and equipment, as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment, as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be:

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• manufacturers' advice • standard forms and reports
Equipment	Equipment may include: • depositing, rolling, forming and cutting equipment • manual and automated weighing and measuring equipment • conveying systems
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2027A Dispense non-bulk ingredients

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to weigh, measure and label non-bulk ingredients to meet production requirements.

Application of the Unit

Application of the unit	This unit has application in a production environment within the food processing industry. It typically targets the production worker responsible for the dispensing of ingredients in order to support production operations. Ingredients may be highly concentrated materials, such as colours, flavours, buffered acids and preservatives. Where therapeutic ingredients used are dispensed, refer to FDFPH2009A Dispense pharmaceutical raw materials. Where preparation requires preparation of dry or liquid pre-mixes, refer to FDFOP2041A Operate a mixing or blending and cooking process.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare to dispense ingredients	1.1. Materials are inspected to confirm type, quality clearance, quantities and identify any obvious contamination or non-compliance 1.2. Measuring and weighing equipment is selected appropriate to dispensing requirements and checked to confirm readiness for use 1.3. Containers, bags and labels are available as required 1.4. Pre-start checks are carried out as required by workplace requirements
2. Measure and/or weigh ingredients	2.1. Non-bulk ingredients and additives are weighed or measured to meet production requirements 2.2. Dispensed ingredients are labelled according to workplace procedure 2.3. Accuracy of measuring and dispensing equipment is monitored to identify variation in operating conditions 2.4. Variation in equipment operation is identified and

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	maintenance requirements are reported according to workplace reporting requirements 2.5. The work area is maintained according to housekeeping standards 2.6. Work is conducted in accordance with workplace environmental guidelines
3. Complete the dispensing process	3.1. Dispensing equipment is cleaned according to workplace procedure 3.2. Unacceptable equipment and utensil condition is identified and reported 3.3. Maintenance requirements are identified and reported

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access workplace information to identify dispensing requirements • select, fit and use personal protective clothing and/or equipment, such as use of breathing apparatus and fume cabinets as required • confirm supply of necessary raw materials, such as checking ingredient type, grade, quantity, use-by codes and quality clearance • carry out visual inspections and tests as required to confirm that raw materials are appropriate for use • conduct pre-start checks on equipment, such as inspecting the condition and cleanliness of equipment and utensils, taring scales and carrying out any related procedures to confirm that equipment is accurately calibrated and fit for use, and confirming that any scheduled maintenance has been carried out • identify out-of-specification or unacceptable ingredient condition and take appropriate corrective action • measure materials and additives within specified accuracy range • take corrective action in response to out-of-specification results • pace dispensing to meet production requirements • pack and label dispensed materials as required • follow labelling procedures, such as identifying batch numbers, dates of

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
preparation, contents and use-by information • reconcile and record materials dispensed against materials released and return unused materials to storage as required • clean dispensing equipment and utensils according to workplace procedures • respond to and/or report equipment failure within level of responsibility • complete dispensing records as required by workplace recording system • maintain work area to meet housekeeping standards • use basic equipment to support the dispensing process according to enterprise procedures • collect samples and conduct tests according to enterprise procedures • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • quality characteristics and related handling requirements of raw materials/ingredients and additives used, such as best-by/use-by codes, ingredient compatibility and common allergens used • storage requirements and shelf-life of ingredients and additives, including ingredients with special storage and handling requirements, such as hydroscopic ingredients • relevant legislative responsibilities and workplace systems for recording and tracing the use of ingredients and additives and related workplace labelling requirements and purpose • the relationship between the dispensing process and related operations, including accuracy and tolerance and consequence of error • purpose, measuring and accuracy capacity of instrumentation and related equipment calibration responsibilities and procedures • control points in the dispensing process • contamination and food safety issues associated with dispensing and related control measures • procedures for requisitioning, receiving and returning ingredients from stores • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • occupational health and safety (OHS) hazards and controls, including the limitations of protective clothing and equipment relevant to the work process • cleaning, care and storage of equipment and instrumentation used • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the dispensing process, including

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
waste collection and handling procedures related to the process • sampling and testing where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on ingredients and equipment used for dispensing • accurately weigh or measure ingredients to ensure specifications are met • take corrective action in response to inconsistencies • correctly label ingredients • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements, stock flow systems, production schedules, batch and recipe instructions • information on equipment and instrumentation capacity and operating parameters • dispensing schedule or batch instructions • dispensing instrumentation and equipment • containers, bags, labelling and storage facilities

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• raw materials, ingredients and additives to be dispensed • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning and sanitation procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP1005A Operate basic equipment • FDFOP2004A Clean and sanitise equipment • FDFOP2013A Apply sampling procedures • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling,

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production/dispensing schedules and instructions • batch/recipe instructions • manufacturers' advice • standard forms and reports
Dispensing equipment	Dispensing equipment may include: • scales • pipettes • calibrated measuring containers • fume cabinets • labels/printers and related dispensary instrumentation
Materials dispensed	Materials dispensed may include: • non-bulk ingredients and additives Non-bulk additives may be highly concentrated materials, such as: • colours • flavours • buffered acids • preservatives

Unit Sector(s)

Unit sector	Operational

© Commonwealth of Australia, 2025 Skills Insight

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2028A Operate a mixing or blending process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to combine ingredients and additives in the correct quantities and sequence and to operate and shut down mixing and blending equipment to achieve the required mix characteristics.

Application of the Unit

Application of the unit	This unit has application in a production environment within the food processing industry. Mixes may include concentrated pre-mixes or bulk blends. The output of this process may be a product requiring further processing or for external use. This unit is appropriate to select where the mixing or blending process is a stand-alone process and involves an understanding of addition method and sequence. Where mixing is an in-line component of a larger process, this unit is not appropriate. Where the mixing process does not require a detailed understanding of sequencing or ingredient characteristics, FDFOP1004A Prepare basic mixes, may be more appropriate. When operators are required to perform batch or product changeover procedures as part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be selected.

© Commonwealth of Australia, 2025 Skills Insight

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the mixing or blending equipment and process for operation	1.1. Materials are confirmed and available to meet production requirements 1.2. Pre-mixes are prepared as required 1.3. Cleaning and maintenance requirements and status are identified and confirmed 1.4. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.5. Processing or operating parameters are entered as required to meet production requirements

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	1.6. Equipment performance is checked and adjusted as required 1.7. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the mixing or blending process	2.1. Ingredients and additives are delivered to the mixer in the required quantities and sequence to meet recipe specifications 2.2. The mixing or blending process is started and operated according to workplace procedures 2.3. Equipment is monitored to identify variation in operating conditions 2.4. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.5. The mixing process is monitored to confirm that specifications are met 2.6. Out-of-specification product or process outcomes are identified, rectified and/or reported to maintain the process within specification 2.7. Mix is transferred to required production or storage location 2.8. The work area is maintained according to housekeeping standards 2.9. Work is conducted in accordance with workplace environmental guidelines 2.10. Workplace records are maintained according to workplace recording requirements
3. Shut down the mixing or blending process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

Ability to:

- access workplace information to identify mixing/blending requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary materials and services
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for processing requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
- add/load materials in correct quantities and sequence, such as monitoring automatic ingredient addition and/or manual addition
- start, monitor and adjust mixing or blending process equipment to achieve required outcomes,including monitoring flow rates/quantity, time or temperature and mix/blending settings
- monitorcontrol points and conduct inspections as required to confirm process remains within specification
- monitor supply and flow of ingredients and additives to and from the mixing or blending process
- pace mixing/blending to meet production requirements
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- follow isolation and lock out or tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- complete workplace records as required
- demonstrate batch or product changeovers
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- collect samples and conduct tests according to enterprise procedures
- label and store pre-mixes and/or mixes according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- purpose and basic principles of preparing mixes and blends, including the characteristics and basic function of ingredients and additives used, method and sequence of ingredient addition required to achieve required blend characteristics, and where relevant, the purpose of conditioning, maturation or holding stages required prior to further processing of the mix
- basic understanding of specific gravity and bulk density as appropriate for ingredients used
- basic operating principles of mixing/blending equipment, including main equipment components, status and purpose of guards, equipment operating capacities and applications, the purpose and location of sensors and related feedback instrumentation, and awareness of calibration schedules for scales and related weighing/measuring equipment
- services required and action to take if services are not available
- the flow of the mixing process and the effect of mix preparation on downstream processes
- procedures for requisitioning, receiving and returning ingredients from stores
- ingredient handling requirements and shelf-life or coding
- quality characteristics required of ingredients and additives and their effect on mixing process performance, including methods used to condition or prepare ingredients prior to addition
- methods used to monitor the blending or mixing process, including inspecting, measuring, and testing as required by the process
- inspection or test points (control points) in the process and the related procedures and recording requirements, such as:
  - flow rates
  - ingredient/additive addition sequence
  - times/temperatures and agitator speeds
  - required characteristics of blend, such as viscosity, appearance and temperature
- required attributes of the mixed or blended output, such as chemical, texture and flavour profiles as required
- the effect of the mixing or blending parameters, such as temperature and length of mix time on mixing outcome
- contamination and food safety risks associated with the process and related control measures, including product compatibility and cross contamination risks and associated cleaning requirements, as well as common allergens used in mixes prepared
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- common causes of variation and corrective action required
- occupational health and safety (OHS) hazards and controls
- requirements of different shutdowns as appropriate to the blending or mixing

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • product or process changeover procedures and responsibilities • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the mixing or blending process, including waste or rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • characteristics of solutions, suspensions and emulsions where relevant • sampling and testing associated with process monitoring and control where relevant • product labelling and storage requirements where relevant • routine maintenance procedures where relevant • cleaning and sanitation procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • prepare premixes for mixing or blending • conduct pre-start checks on machinery used for mixing or blending • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures including advice on safe work practices, food safety, quality and environmental requirements, stock flow systems, production schedules, batch/recipe instructions • information on equipment capacity and operating parameters • production schedule/batch/recipe instructions • specifications, control points and processing parameters • mixing/blending process equipment, services and related storage facilities as required • ingredients and additives required for the mixing/blending process • sampling schedules and test procedures and equipment as required • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • PMLTEST300B Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Food Standards Code and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • consignment notes • verification procedures • standard forms and reports
Mixing or blending equipment	Equipment typically includes: • measuring and weighing equipment, such as scales, load cells • dosing equipment • mixers • pumps • in-line homogenisers

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• conveyors • bulk materials transfer and materials handling equipment • storage facilities Common mixer types include: • ribbon and vertical screw mixers/conveyors
Mixes	Mixes typically includes: • concentrated pre-mixes • pastes and cocktails • bulk mixes/blends Materials may include: • bulk and non-bulk ingredients and additives
Processes	Where this unit applies to preparation of dough, related processes may include: • extruding • stamping • cutting Where this unit applies to cake and confectionery mix preparation, related processes may include: • aeration
Ingredient addition	Ingredient addition may involve operation of: • automatic materials transfer equipment • dosing equipment and/or be manually loaded
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services are appropriate to the process to be operated. Typical examples include: • power • steam • fuel • vacuum

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2029A Operate a baking process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down processes used to bake and de-pan baked products.

Application of the Unit

Application of the unit	This unit has application in a food processing production workplace. It typically targets the production worker responsible for producing baked products that may include pastry, biscuits, cake and other dough-based products and may be fresh or frozen. This unit does not apply to production of bread. For bread baking refer to the relevant plant baking and/or retail baking units of competency. When operators are required to perform batch or product changeover procedures as part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be selected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the baking equipment and process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Materials are prepared to meet production requirements 1.3. Services are confirmed as available and ready for operation 1.4. Equipment performance and pans are checked and adjusted as required 1.5. The process is set to meet safety and production requirements
2. Operate and monitor the baking process	2.1. The baking process is started and operated according to workplace procedures 2.2. Product is loaded into oven and baked to specification 2.3. Equipment is monitored to identify variation in

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	operating conditions 2.4. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.5. The process is monitored to confirm that specifications are met 2.6. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.7. The work area is maintained according to housekeeping standards 2.8. Work is conducted in accordance with workplace environmental guidelines 2.9. Workplace records are maintained according to workplace recording requirements
3. Shut down the baking process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access workplace information to identify baking process requirements • select, fit and use personal protective clothing and/or equipment • confirm supply of necessary materials and services • confirm condition and quality of ingredients • conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for processing requirements,positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirmingthat all

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

safety guards are in place and operational, and rework bins are positioned
• confirm settings and parameters, including:
  • correct oven settings are selected for baking time, oven zone temperatures, conveyor speed, loaders and dischargers, circulation and exhaust fans, water seals, burner controls and steam as required
  • heights, guides and air blowers, and pre-blast conveyor are correctly set
• start, operate, monitor and adjust process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
  • baking output, including quantities and product appearance (colour and sheen, uniformity of shape, weight and size and moisture)
  • confirming product is cleanly removed from the pan (depanning stage) and/or belt/band as required
• take corrective action in response to out-of-specification results
• respond to and/or report equipment failure within level of responsibility
• locate emergency stop functions on equipment
• follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
• demonstrate batch/product changeovers
• sort, collect, treat, recycle or dispose of waste, including clearing dust extractors
• complete workplace records as required
• maintain work area to meet housekeeping standards
• set up, start up and monitor the proofer, such as time and temperature, humidity, and position of the loading arm
• monitor the proving process according to enterprise procedures, including dough condition/surface and dough size and height
• set up and operate finishing equipment according to enterprise procedures, including setting topping application equipment, water sprays and splitters (monitoring typically involves checking appearance to confirm even coverage and/or finish as required by product specification)
• use process control systems according to enterprise procedures
• collect samples and conduct tests according to enterprise procedures
• conduct routine maintenance according to enterprise procedures
• clean and sanitise equipment according to enterprise procedures
• use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
• work cooperatively within a culturally diverse workforce

Required knowledge

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

Knowledge of:

- purpose and basic principles of each stage of the baking process, including the stages of the baking process and changes that occur in the product, such as starch gelatinisation, the effect of variables (e.g. time, temperature and humidity), and oven zones as appropriate to oven type
- basic operating principles of equipment, including the difference between convection and impingement ovens, main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- services required and action to take if services are not available
- the flow of the baking process and the effect of outputs on customer satisfaction and downstream processes, such as packaging
- quality requirements of materials and effect of variation on baking process performance
- quality characteristics to be achieved by the baked product
- process specifications, procedures and operating parameters for different baked pastry products
- operating requirements, parameters and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- methods used to monitor the baking process, such as inspecting, measuring and testing as required by the process
- inspection or test points (control points) in the baking process and the related procedures and recording requirements, such as the ability to conduct dew point and/or wet bulb tests as required
- contamination/food safety risks associated with the baking process and related control measures
- common causes of variation and corrective action required
- occupational health and safety (OHS) hazards and controls, including risks of spontaneous combustion and limitations of protective clothing and equipment used
- requirements of different shutdowns as appropriate to the baking process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage
- isolation, lock out and tag out procedures and responsibilities
- baking process changeover procedures and responsibilities
- procedures and responsibility for reporting production and performance information
- environmental issues and controls relevant to the baking process, including waste/rework collection and handling procedures related to the process
- purpose and operating procedures for related processes, such as in-line proving and finishing equipment where relevant

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• basic operating principles of process control where relevant, including the relationship between control panels and systems and the physical equipment • sampling and testing associated with process monitoring and control where relevant • routine maintenance procedures where relevant • cleaning and sanitation procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for bake products • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• specifications, control points and processing parameters • production schedule and recipe/batch instructions • baking and depanning equipment and services, and related equipment as required • product to be baked • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • PMLTEST300B Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Product	Product includes, but is not limited to: • pastry • biscuits • cake • other dough-based products and may be fresh or frozen
Equipment	Equipment typically includes: • in-line provers • ovens • trolleys • oven trays/tins • depanning equipment • cooling tunnels • finishing equipment
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • steam • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2030A Operate a process control interface

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to operate a computer-based interface to modify and/or interrogate a control system.

Application of the Unit

Application of the unit	This unit typically targets skills required by a production worker to operate equipment using process control interface. Work may require the ability to work within a team environment

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Navigate the process control interface	1.1. The readiness of the control interface and related components for operation are confirmed 1.2. Hardware provided is used to operate the interface 1.3. Page links are used to move between screens 1.4. Messages and alarms are acknowledged 1.5. Required information is accessed from screen displays 1.6. Interface system malfunctions are recorded and reported in accordance with workplace procedures
2. Use interface system to operate and maintain a process within required parameters	2.1. Individual items of equipment and/or processes are started, monitored and shutdown using the control interface 2.2. Equipment is selected, status altered and settings entered to meet operating requirements 2.3. Sequences are activated to initiate process operation 2.4. Equipment giving a bad signal or bad measurements is recognised and responsive action taken
3. Analyse data to predict and control performance	3.1. Trends are selected and analysed to identify performance patterns 3.2. Causes of abnormal or unacceptable performance are identified and corrective action taken 3.3. Information is recorded as required

© Commonwealth of Australia, 2025 Skills Insight

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- use all hardware components to operate the control interface
- navigate the system to locate and use information required, including moving between screens and locating relevant performance data
- operate the control system using the interface, including start up and shut down equipment components and change set points as required
- locate sensors and instrumentation providing input signals to the control system and confirm operating order within level of responsibility
- recognise and respond to error messages and alarms as required
- access relevant performance data using the control system, including locating and interpreting performance trend information
- record log information using the interface system according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- processes and equipment being controlled, including required processing sequences
- operating principles of process control and interface system, including the relationship between control panels, systems and the physical equipment, and where relevant understanding of the operating conditions required for accurate information input from sensors and related instrumentation
- action required to respond to error messages and alarms
- typical faults that can occur when operating a process control interface and corrective action required
- performance data collected by the control interface system and its application to troubleshoot performance, including the ability to identify and investigate related trend data to track cause and effect
- recording requirements and responsibilities

© Commonwealth of Australia, 2025 Skills Insight

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • operate and navigate interface to access, retrieve, enter and store work data • start, operate, monitor and shut down process equipment • control and adjust equipment using control interface to achieve production requirements • recognise faults and inconsistencies and take corrective action • complete workplace records as required • apply safe work practices and identify OHS hazards and controls.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • process control interface hardware and software • work station or equipment to be controlled • operating procedures and related advice on equipment operation • process to be controlled • communication systems and equipment • workplace information recording systems, requirements and procedures.
Method of assessment	This unit should be assessed together with other core units or other units of competency relevant to the work role. This includes the relevant operational units for the process being controlled.
Guidance information for	To ensure consistency in one's performance, competency

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
assessment	should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out in accordance with company policies and procedures, manufacturers' recommendations, legislative requirements, codes of practice and industrial awards and agreements
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • manufacturers' specifications
Information accessed	Information accessed may include: • graphics, trends • parameter settings • alarms • individual plant item status
Computer-based interface	A computer-based interface may consist of: • computer processor • monitor • keyboards • track ball • mouse • storage devices • printers (It is linked to the process control system)

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2031A Operate a coating application process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down processes to dust and apply coatings to product.

Application of the Unit

Application of the unit	This unit has application in a food processing production workplace. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a coating process and associated equipment. When operators are required to perform batch or product changeover procedures as part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be selected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the coating process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Processing/operating parameters are entered as required to meet safety and production requirements 1.4. Equipment performance is checked and adjusted as required 1.5. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the coating process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that specifications are met 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the coating process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify processing requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary materials and services
- prepare coating materials as required
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for processing requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
- start, operate, monitor and adjust coating equipment to achieve required outcomes (this will depend on the nature of coating materials),such as:
  - condition of coating materials, such as checking grist/particle shape and size, checking for dough balls or lumps in flour-based breaders
  - viscosity and temperature of batter-type breaders and glazes
  - condition of product to be coated (this may include shape and temperature)
  - product orientation/indexing
  - conveyor positions and speeds

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- drum speed
- compression roller settings (drum applicator)
- dip pond levels
- air blow off settings
- spread/evenness of coating

- monitor supply and flow of materials to and from the coating process
- take corrective action in response to out-of-specification results
- conduct product/batch changeovers
- report and/or record corrective action as required
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- prepare equipment for cleaning
- respond to and/or report equipment failure within level of responsibility
- complete workplace records as required
- maintain work area to meet housekeeping standards
- prepare breaders and glazes according to enterprise procedures
- use process control systems according to enterprise procedures
- collect samples and conduct tests according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of coating, including coating process, process design and operation to achieve the coating requirements, related requirements of product and coating condition and equipment settings
- basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- quality characteristics to be achieved by the coating process
- the flow of the coating process and the effect of product output on downstream processes
- quality requirements of coating materials and product to be coated and effect of variation on process performance
- operating requirements and parameters and corrective action required where

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
operation is outside specified operating parameters • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • techniques used to monitor the coating process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • contamination/food safety risks associated with the process and related control measures • common causes of variation and corrective action required • occupational health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • product/process changeover procedures and responsibilities • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the coating process, including waste collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • sampling and testing associated with process monitoring and control where relevant • routine maintenance procedures where relevant • cleaning and sanitation procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on equipment used for product coating • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule, batch/recipe instructions • coating process and related equipment and services • coating materials and product • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with other units of competency relevant to the work role. Examples could be: • FDFOP1004A Prepare basic mixes • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • FDFOP2049A Operate a reduction process • MSL973001A Perform basic tests.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Coating processes	Coating processes include: • pre-dusting • batter and breading

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• application of marinades and glazes These may be configured in sequence and/or involve multiple passes according to coating requirements Related processes may include: • batter preparation and crumb preparation Refer to FDFOP1004A Prepare basic mixes, for batter preparation, and FDFOP2049A Operate a reduction process, for crumb preparation
Coating materials	Coating materials include: • pre-dusts (usually finely ground) • grain-based material or dry batter • standard batters • tempura batter • wash batter • breaders, including flour, cracker meal, crumb, and marinades and glazes
Coating application equipment	Coating application equipment may include: • dip-type batter applicators, • top curtain/underflow applicators (enrobers) • standard breaders (belt-based with compression roller), including single belt (non-flip) and flip applicators, • drum breaders
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: Cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2032A Work in a clean room environment

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to gown-up, enter and work in a clean room environment and de-gown to minimise contamination risks.

Application of the Unit

Application of the unit	This unit has application in a food processing production environment. It typically targets the production worker responsible for conducting work according to clean room standards.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		
	FDFFS2001A	Implement the food safety program and procedures OR
	FDFPH2001A	Apply Good Manufacturing Practice procedures

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare to enter a clean room environment	1.1. Appropriate clothing and footwear are identified and available 1.2. Clothing and footwear are correctly fitted and inspected prior to entering a clean room 1.3. Hand washing and disinfecting procedures are followed according to workplace procedure
2. Work in a clean room environment	2.1. Workplace procedures are followed to enter a clean room environment 2.2. Work activities are conducted so as to minimise risk of contamination
3. Exit a clean room environment and de-gown	3.1. Workplace procedures are followed to exit a clean room environment 3.2. Protective clothing and footwear is removed according to workplace procedure 3.3. Work is conducted in accordance with workplace environmental guidelines

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to determine clean room work requirements
- confirm that protective clothing and footwear are appropriate for use
- follow procedures to fit and inspect protective clothing and footwear
- follow procedures to enter a clean room environment, including following appropriate hand washing, disinfecting procedures and fitting gloves as required
- conduct work in a manner appropriate to minimising risk of contamination, including following procedures for sterilising and disinfecting equipment and surfaces as required
- exit the clean room environment according to workplace procedures
- remove protective clothing and footwear in correct sequence and deposit for laundering according to workplace procedures
- complete records as required
- maintain work area to meet housekeeping standards
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and conditions required in a clean room environment, including how the clean room maintains a clean environment and related airflow systems
- preparation and handling requirements for garments and footwear worn in a clean room environment, including garment features appropriate to a clean room environment and inspection procedure to confirm clothing and footwear are fit for use prior to fitting
- inspection points to confirm that clothing and footwear are correctly fitted according to workplace procedures
- procedures to follow if garments are not fit for use
- clean room control measures and related monitoring requirements, such as pressure differences between the clean room and change room and knowledge of location of pressure gauges, and checking operating conditions of ventilation systems where required
- entry procedures
- requirements for conducting work in a clean room and consequences of not complying with these requirements (typically work is conducted slowly to minimise disturbance of particulates)

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• procedures to follow to minimise risk of contamination including cleaning, sanitation, sterilisation and disinfecting of equipment and surfaces • conditions which can cause contamination, and control measures to avoid this occurring • occupational health and safety (OHS) hazards and controls, including the limitations of protective clothing and equipment relevant to the work process • procedures for exiting and de-gowning • laundering requirements and procedures • housekeeping requirements for work area • recording requirements and procedures

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • prepare to work in a clean room environment through the correct application of required clothing and footwear • conduct work according to clean room work standards • follow hand washing procedures • exit room according to clean room standards • apply safe work practices and identify OHS hazards and controls.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • protective clothing, footwear and equipment appropriate to a clean room • work procedures relevant to working in a clean room environment, including those specific to entering and

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	exiting the clean room and to carrying out the relevant work function • a clean room environment • documentation and recording requirements and procedures.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, licensing requirements, legislative requirements, and industrial awards and agreements. When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Clean room	A clean room refers to any environmentally graded

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	work area
Multiple gowning processes	Multiple gowning processes may be required
Protective clothing and footwear	Protective clothing and footwear are fit for purpose and appropriate to a clean room environment

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2033A Operate a depositing process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit covers the skills and knowledge required set up, operate, adjust and shut down a depositing process to deposit into tins, onto belts or directly onto product, where a further processing outcome is required.

Application of the Unit

Application of the unit	This unit has application in a food processing production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a depositing process and associated equipment. When operators are required to perform batch or product changeover procedures as part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out unit FDFOP2011A Conduct routine maintenance should be selected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the depositing equipment and process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements 1.7. Materials are transferred to depositing equipment
2. Operate and monitor the depositing process	2.1. The depositing process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The depositing process is monitored to confirm that specifications are met 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the depositing process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • Access workplace information to identify depositing processing requirements • Select, fit and use personal protective clothing and/or equipment • Confirm supply of necessary materials and services as required for production. This may include confirming condition of materials including temperature, texture, appearance and holding times prior to use • Conduct pre-start checks. This may involve inspecting equipment condition to identify any signs of wear; selecting appropriate settings and/or related parameters. This may include setting up depositor manifold and controls to meet production requirements and cancelling isolation or lockouts as required. Confirm that related equipment is clean; correctly configured for processing requirements; sensors and controls are correctly positioned; any scheduled maintenance has been carried out,

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

and that all safety guards are in place and operational
• Start, operate, monitor and adjust depositing process equipment to achieve required outcomes. This may include monitoring control points and conducting inspections as required to confirm the process remains within specification. Monitoring may include:
  • maintaining supply of materials to hopper
  • controlling weights
  • checking dimensions and positioning of deposited material
  • visual inspections to identify faults such as unacceptable placement
  • checking pump stroke settings
  • checking line speed
• Monitor supply and flow of materials to and from the depositing process to confirm process remains within specification.
• Demonstrate product changeover procedures
• Take corrective action in response to out-of-specification results
• Respond to and/or report equipment failure within level of responsibility
• Locate emergency stop functions on equipment
• Follow isolation and lock out/tag out procedures as required to take depositing process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
• Complete workplace records as required
• Maintain work area to meet housekeeping standards
• Use process control systems according to enterprise procedures
• Collect samples and conduct tests according to enterprise procedures
• Conduct routine maintenance according to enterprise procedures
• Clean and sanitize equipment according to enterprise procedures
• Use oral communication skills / language competence to fulfil the job role as specified by the organisation including questioning, active listening, asking for clarification and seeking advice from supervisor
• Work cooperatively within a culturally diverse workforce

Required knowledge
Knowledge of: • Purpose and basic principles of the depositing process. This may include product preparation and conditioning requirements and product depositing • Basic operating principles of equipment. This may include an operational understanding of main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation. It also includes knowledge of services required and action to take if services are not available • The flow of the depositing process and the effect of outputs on downstream

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
processes • Quality requirements of materials for depositing and effect of variation on depositing process performance and outputs • Quality characteristics required of process outputs • Operating requirements and parameters and corrective action required where operation is outside specified operating parameters • Scope to adjust for weight variation within workplace quality parameters • Typical equipment faults and related causes. This includes recognition of signs and symptoms of faulty equipment and early warning signs of potential problems • Methods used to monitor the depositing process. This may include inspecting, measuring and testing as required by the process. It requires awareness of inspection or test points (control points) in the process and the related procedures and recording requirements • Contamination/food safety risks associated with the depositing process and related control measures • Common causes of variation and corrective action required • OHS hazards and controls • Requirements of different shutdowns as appropriate to the depositing process and workplace production requirements. This includes emergency and routine shutdowns and procedures to follow in the event of a power outage • Isolation, lock out and tag out procedures and responsibilities • Product/process changeover procedures and responsibilities • Procedures and responsibility for reporting production and performance information • Environmental issues and controls relevant to the depositing process. This includes waste/rework collection and handling procedures related to the process • Basic operating principles of process control where relevant. This includes the relationship between control panels and systems and the physical equipment • Sampling and testing associated with process monitoring and control where relevant • Routine maintenance procedures where relevant • Cleaning and sanitizing procedures where relevant

Evidence Guide

EVIDENCE GUIDE
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competency in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for depositing • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OH&S hazards and controls • safely shut down equipment • apply food safety procedures
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • recipe/batch instructions • specifications, control points and processing parameters • depositing and related equipment • ingredients/mix to be deposited • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required
Method of assessment	This unit should be assessed together with core units and other units of competence relevant to the function or work role. Examples could be: • FDFOP2030A Operate a process control interface

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• FDFOP2013A Apply sampling procedures • PMLTEST300B Perform basic tests • FDFOP2014A Participate in sensory analyses • FDFOP2011A Conduct routine maintenance • FDFOP2004A Clean and sanitise equipment
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes the Food Standards Code including labelling, weights and measures legislation; and legislation covering food safety, environmental management, occupational health and safety, anti-discrimination and equal opportunity. When applied to the pharmaceutical industry, relevant GMP codes apply in place of the Australian Food Standards Code and reference to food safety is replaced by GMP
Workplace information	Workplace information may include Standard Operating Procedures (SOPs), specifications, production schedules and instructions,

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	manufacturers' advice, standard forms and reports
Typical equipment	Typical equipment includes depositing hopper, nozzles and manifolds, tins/pans, belts, and lubricant applicators. Related processes may include cooling, further processing, and cutting equipment
Materials deposited	Materials deposited may include batter, cream, jam and fillings as appropriate to product
Operation of equipment and processes	Operation of equipment and processes may require the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include cleaning. In some cases cleaning may be carried out by a dedicated cleaning crew
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include power, steam, water, vacuum, and compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2034A Operate an evaporation process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down an evaporation process.

Application of the Unit

Application of the unit	This unit has application in a food processing environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of an evaporation process and associated equipment. When operators are required to perform batch or product changeover procedures as part of this work process, the procedures should the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be selected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the evaporation process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Processing/operating parameters are entered as required to meet safety and production requirements 1.4. Equipment performance is checked and adjusted as required 1.5. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the evaporation process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that specifications are met 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted according to workplace environmental standards 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the evaporation process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify processing requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary materials and services
- prepare materials as required
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for processing requirements,positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
- start, operate, monitor and adjust evaporation equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
  - temperatures
  - vacuum
  - motor amperage
  - condensate flow
  - steam flow and pressure

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• throughput • time/speed • evaporated product characteristics • monitor supply and flow of materials to and from the evaporation process • take corrective action in response to out-of-specification results • conduct product/batch changeovers • report and/or record corrective action as required • locate emergency stop functions on equipment • follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility • prepare equipment for cleaning • respond to and/or report equipment failure within level of responsibility • complete workplace records as required • maintain work area to meet housekeeping standards • use process control systems according to enterprise procedures • collect samples and conduct tests according to enterprise procedures • conduct routine maintenance according to enterprise procedures • clean and sanitise equipment according to enterprise procedures • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • purpose and basic principles of evaporation, including an understanding of the principles of steam, the relationship between boiling point and pressure as applied to evaporation, and the changes that occur to product as it moves through the evaporation process • basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation • quality characteristics to be achieved by the evaporation process • the flow of the evaporation process and the effect of product output on downstream processes • quality requirements of materials and effect of variation on process performance • operating requirements and parameters and corrective action required where operation is outside specified operating parameters • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• techniques used to monitor the evaporation process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • contamination/food safety risks associated with the process and related control measures • common causes of variation and corrective action required • occupation health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • product/process changeover procedures and responsibilities • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the evaporation process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control where relevant, including the relationship between control panels and systems and the physical equipment • sampling and testing associated with process monitoring and controlwhere relevant • routine maintenance procedures where relevant • cleaning and sanitation procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for evaporation • start, operate, monitor and adjust process equipment

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule, batch/recipe instructions • evaporation process and related equipment and services • materials to be evaporated • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Evaporation equipment	Evaporation equipment may include: • heat exchangers • vapour separators • vapour condensers and vacuum units Evaporators may have: • single or multiple stages and effects
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2035A Operate an enrobing process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a chocolate enrobing process.

Application of the Unit

Application of the unit	This unit has application in a food processing production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of an enrobing process and associated equipment. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the enrobing equipment and process for operation	1.1. Tempered chocolate is confirmed and available for enrobing and centres/bars are conditioned as required to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the enrobing process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	specifications are met 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the enrobing process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills

Ability to:
• access workplace information to identify enrobing process requirements
• select, fit and use personal protective clothing and/or equipment
• confirm supply of tempered chocolate and the relevant centres/biscuits are available at the correct temperature
• conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for processing requirements,positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
• start, operate, monitor and adjust enrobing process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
  • supply of chocolate to the enrobing reservoir
  • temperatures of chocolate and pipelines

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- chocolate temper
- chocolate supply pump speed
- curtain flow
- blower and vibrator settings
- temperature profile of cooling tunnel
- chocolate coverage
- backing off and tailing
- product weight
- appearance
- cooling temperatures

- monitor supply and flow of materials to and from the enrobing process and equipment operation to confirm process remains within specification
- demonstrate product/batch changeovers
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take enrobing process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- collect samples and conduct tests according to enterprise procedures
- carry out routine maintenance according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of the enrobing process, such as the effect of chocolate viscosity on enrobing and types of chocolate suitable/used for coverage and backing off
- basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation.
- services required and action to take if services are not available
- the flow of the enrobing process and the effect of outputs on downstream processes

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• conditioning requirements for centres/bars/biscuits and chocolate, such as understanding of temper test procedures • quality characteristics of centres/bars/biscuits and chocolate for use in the enrobing process and the effect of variation on process performance and outputs • quality characteristics to be achieved by the process • operating requirements and parameters and corrective action required where operation is outside specified operating parameters • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • methods used to monitor the enrobing process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • contamination/food safety risks associated with the enrobing process and related control measures • common causes of variation and corrective action required • occupational health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the enrobing process and workplace production requirements, includign emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • product/process changeover procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the enrobing process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • sampling and testing associated with process monitoring and controlwhere relevant • routine maintenance procedureswhere relevant • cleaning and sanitising procedureswhere relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for enrobing • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • recipe/batch instructions • specifications, control points and processing parameters • process and related equipment and services, including enrober and cooling equipment • materials to be processed, including tempered chocolate and conditioned centers to be enrobed • sampling schedules and test procedures and equipment as required • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Ingredients	Ingredients include: • tempered chocolate (more than one type of chocolate may be used) • centres • bars or biscuits to be covered
Typical equipment	Typical equipment includes: • pump • conveyor belt • reservoir tank • enrober • blowers • vibrators • detailers • roll scrapers/licking rolls • cooling tunnels
Operation of equipment	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

© Commonwealth of Australia, 2025 Skills Insight

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2036A Operate an extrusion process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down an extrusion process. This unit refers to both wet and dry extrusion processes.

Application of the Unit

Application of the unit	This unit has application in a food processing production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of an extrusion process and associated equipment. When operators are required to perform batch or product changeover procedures as part of this work process, the procedures should the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be selected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the extrusion equipment and process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Machine components and related attachments are selected and fitted to meet operating requirements 1.3. Processing and operating parameters are entered as required to meet safety and production requirements 1.4. Equipment performance is checked and adjusted as required 1.5. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the extrusion process	2.1. Ingredients and additives are delivered to the extrusion process in the required quantities and sequence 2.2. Preparation of the mass is monitored to confirm that specifications are met and mass is suitable for extrusion 2.3. The extrusion process is operated according to workplace procedures 2.4. Equipment is monitored to identify variation in operating conditions 2.5. Variation in equipment operation is identified and

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	maintenance requirements are reported according to workplace reporting requirements 2.6. The extruded product is monitored to confirm that specifications are met 2.7. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.8. The work area is maintained according to housekeeping standards 2.9. Work is conducted in accordance with workplace environmental guidelines 2.10. Workplace records are maintained according to workplace recording requirements
3. Shut down the extrusion process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify processing requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary materials/ingredients and services
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting and fitting appropriate attachments where required, setting processing parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for processing requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
- start, operate, monitor and adjust process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required at each stage of the extrusion process to confirm process remains within specification, such

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
as: • parameters such as throughput • load/work input as measured by rpm (revs per minute) • kilowatts • amps and/or Hz (hertz) at each stage of the process • monitor supply of materials to and from the extrusion process • take corrective action in response to out-of-specification results • respond to and/or report equipment failure within level of responsibility • locate emergency stop functions on equipment • follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility • demonstrate batch/product changeovers • complete workplace records as required • maintain work area to meet housekeeping standards • use process control systems according to enterprise procedures • conduct routine maintenance according to enterprise procedures • collect samples and conduct tests according to enterprise procedures • clean and sanitise equipment according to enterprise procedures • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • purpose and basic principles of each part of the process, including the purpose and methods used to achieve each stage of the extrusion process • basic operating principles of equipment, including main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation • services required and action to take if services are not available • the flow of the extrusion process and the effect of outputs on downstream processes • quality characteristics of extruded output, including required characteristics of mass or blend to be extruded, such as: • gelatinisation and viscosity • dimensions, texture and hardness of extruded product • moisture content • effect of variation in inputs and/or services on process performance • operating requirements and parameters and corrective action required where

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
operation is outside specified operating parameters, including the effect of variation in key variables, such as: • throughput and work input at each stage of the process • effect of time and temperature • barrel pressures and temperatures at each zone • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems, such as: • screw and barrel assembly wear • die plate wear • wear of conditioner paddles • extruder knife condition • methods used to monitor the extrusion process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • common causes of variation and corrective action required • contamination risks related to the extrusion process and related control measures • occupational health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • product/process changeover procedures and responsibilities • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the extrusion process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panelsand systems and the physical equipment • sampling and testing associated with process monitoring and controlwhere relevant • routine maintenance procedures where relevant • cleaning and sanitation procedureswhere relevant

Evidence Guide

EVIDENCE GUIDE
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for extrusion • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule/batch instructions • specifications, control points and processing parameters • extrusion and related equipment and services • ingredients/blend/mass to be extruded • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be:

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests .
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to the industry includes: • the Food Standards Code including labelling, weights and measures legislation • legislation covering food safety, environmental management, occupational health and safety, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Australian Food Standards Code and reference to food safety is replaced by GMP

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Extrusion process	The extrusion process typically includes: • feeding/dosing • conditioning/cooking • mixing • extruding • drying and cooling It may also involve screening/sieving, a final additive addition stage and further processing, such as sheeting or aeration according to product type
Extrusion equipment	Extrusion equipment may include: • ingredients handling and addition equipment • mixers • conditioners • cookers • dryers and coolers Some systems may also include: • expanders • oil coating systems • screens and sieves • sheeting • cutting/stamping equipment • tray feeders/take off • stackers
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2037A Operate a filtration process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down filtration equipment used to separate course particles from solutions.

Application of the Unit

Application of the unit	This unit has application in a food processing production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a filtration process and associated equipment. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered. When separation of fine particle sizes is required, the following units should be considered: • FDFOP2050A Operate a separation process, and • FDFOP2057A Operate a membrane process.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the filtration equipment and process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the filtration process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	operating conditions 2.3. Separation of solids from solution meets specifications 2.4. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.5. The process is monitored to confirm that specifications are met 2.6. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.7. The work area is maintained according to housekeeping standards 2.8. Work is conducted in accordance with workplace environmental guidelines 2.9. Workplace records are maintained according to workplace recording requirements
3. Shut down the filtration process	3.1. The appropriate shut down procedure is identified 3.2. The process is shutdown according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access workplace information to identify filtration processing requirements • select, fit and use personal protective clothing and/or equipment • confirm supply of necessary materials and services • conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting and fitting appropriate screens and equipment components, selecting settings and/or related parameters, cancelling isolation or lockouts as required,positioning sensors and controls correctly,ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

and operational
• start, operate, monitor and adjust filtration process and equipment to achieve required outcomes, including:
  • flow rates
  • residence time
  • solids for in-feeds and out-feeds (this is typically done by conducting a spin test)
• monitor supply and flow of materials to and from the filtration process
• take corrective action in response to out-of-specification results, such as identifying and responding to sieve or screen blockages or tears
• identify and correct or report equipment faults, such as confirming condition screens and sieves and replacing damaged components within level of responsibility
• locate emergency stop functions on equipment
• follow isolation and lock out/tag out procedures as required to take filtration and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
• clean and sanitise filtration equipment
• conduct product/batch changeover
• complete workplace records as required
• maintain work area to meet housekeeping standards
• use process control systems according to enterprise procedures
• use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
• work cooperatively within a culturally diverse workforce

Required knowledge
Knowledge of: • purpose and basic principles of filtration, including stages and changes that occur during filtration • basic operating principles of filtration equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, including relevant screens and sieves as required by filtration equipment, and the purpose and location of sensors and related feedback instrumentation • services required for operation of filtration equipment used in the workplace • the flow of the filtration process and the effect of product output on downstream processes • effect of raw material characteristics on filtration performance • quality characteristics required of filtration process output • test methods used to monitor solids in in-feed and out-feed streams

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• operating requirements and parameters and corrective action required where operation is outside specified operating parameters • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems such as screen or sieve damage • common causes of variation and corrective action required • spoilage and other food safety risks associated with filtration • occupation health and safety (OHS) hazards and controls, including the limitations of protective clothing and equipment relevant to the work process • requirements of different shutdowns as appropriate to the filtration process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • cleaning procedures appropriate for the range of filtration components used • isolation, lock out and tag out procedures and responsibilities • product/batch changeover procedures • cleaning and sanitising methods and procedures • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to filtration, including handling of effluent • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for filtration • start, operate, monitor and adjust process equipment

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements, stock flow systems, production schedules, and batch/recipe instructions • information on equipment capacity and operating parameters • production schedule/batch instructions • filtration and related equipment and services • materials required for filtration • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Australian Food Standards Code and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Filtration equipment	Filtration equipment may include: • vibratory and rotary sieves • screens, and drum filters The filtration process may consist of multiple in-line filters

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services are appropriate to the process to be operated. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2038A Operate a grinding process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down processes, such as grinding, rolling and breaking to reduce the particle size of grains and pulses.

Application of the Unit

Application of the unit	This unit has application in a food production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of grinding equipment and processes. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the grinding equipment and process for operation	1.1. Materials are confirmed and available to meet production requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the grinding process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that specifications are met

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted according to environmental standards 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the grinding process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify processing requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary materials and services to the grinding process
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lock outs as required, confirming that equipment is clean and correctly configured for processing requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
- operate stockfeed control panel to transfer and grind product
- monitor and adjust the grinding process and equipment operation to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, and running adjustments to hammer mills and roller mills
- monitor supply and flow of materials to and from the grinding process
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- complete workplace records as required
- demonstrate batch/product changeovers
- sort, collect, treat, recycle or dispose of waste
- maintain work area to meet housekeeping standards
- collect samples and conduct tests according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of the grinding process, including the characteristics of materials, which can be reduced to a suitable form for product such as stockfeed
- basic operating principles of equipment, such as main equipment components, bulk materials transfer systems and equipment, dust collection equipment, grinding equipment operating capacities and applications, and the purpose and location of magnets, sensors and related feedback instrumentation
- services required and action to take if services are not available
- basic operating principles of process control, including the relationship between control panels and systems and the physical equipment
- the flow of the grinding process and the effect of product output on downstream processes
- quality characteristics and uses of grinding process outputs
- effect of the grinding process on the end product
- effect of raw material characteristics on grinding process performance
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- techniques used to monitor the production process, such as inspecting, measuring and testing as required by the process
- inspection or test points (control points) in the process and the related procedures and recording requirements
- contamination/food safety risks associated with the grinding process and related control measures

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• common causes of variation and corrective action required • operational health and safety (OHS) hazards and controls, including the risk of dust explosion and an understanding of the limitations of protective clothing and equipment relevant to the work process • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • product/process changeover procedures and responsibilities • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the process, including waste/rework collection and handling procedures related to the process • sampling and testing associated with process monitoring and control where relevant • routine maintenance procedures where relevant • cleaning and sanitation procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for grinding • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	and controls • safely shut down equipment • apply food safety procedures to work practices.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures including advice on safe work practices, food safety, quality and environmental requirements, stock flow systems, production schedules, batch/recipe instructions • specifications, control points and processing parameters • production schedule/batch instructions • information on equipment capacity and operating parameters • grinding and related equipment and services • stock required for the grinding process • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standard Code, including the labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Equipment	Equipment may include: • conveyors/elevators • augers • magnets • fans • sieves • hammer mills • roller mills • breaker bars • cyclones
Materials	Materials include: • grains

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• pulses Pulses are legumes typically include: • peas • beans • lentils
Shutdown procedures	Shutdown procedures may include: • cleaning(in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2039A Operate a frying process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down an in-line frying process used to fry or par-fry product.

Application of the Unit

Application of the unit	This unit has application in a food processing production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a frying process and associated equipment. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the frying process for operation	1.1. Frying oil and product are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the frying process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that specifications are met

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the frying process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify frying requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary oil type to meet product frying requirement, product to be processed and services
- prepare materials as required prior to frying
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and valves are correctly positioned for oil transfer and processing stages,positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
- start, operate, monitor and adjust the frying process and equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
  - product throughput/belt speeds
  - oil levels/temperatures

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- operation of oil filtration process
- visual appearance of product, such as breaking open to inspect
- monitor supply and flow of materials to and from the process
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- conduct product/batch changeovers
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- collect samples and conduct tests according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of frying, including optimal frying conditions and the role of oil filtration
- basic operating principles of equipment, such as main equipment components, the configuration of valves, pumps and pipework, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- the flow of the frying process and the effect of product output on downstream processes
- quality characteristics to be achieved by the frying process
- effect of product and oil quality characteristics on the frying process, final product and shelf-life
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- methods used to monitor the frying process, such as inspecting, measuring and testing as required by the process
- inspection or test points (control points) in the process and the related procedures and recording requirements
- contamination/food safety risks associated with the process and related control

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
measures • common causes of variation and corrective action required • operational health and safety (OHS) hazards and controls, including the fire suppression system and procedures to follow if temperatures exceed the specified range • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • product/process changeover procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the frying process, including procedures for recycling oil and for disposing of spent oil and the consequences of incorrect disposal • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • cleaning and sanitation procedureswhere relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for frying • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule/batch instructions • specifications, control points and processing parameters • in-line frying equipment and related equipment and services • frying oil suited to product type and product to be fried • sampling schedules and test procedures and equipment as required • cleaning procedures, materials and equipment as required • documentation and recording requirements and procedures.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2030A Operate a process control interface.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Frying equipment	Frying equipment may include: • holding tanks • oil filter unit • frying line (typically gas fired) • fire suppression system • pumps • heat exchangers (indirectly heated process) Related equipment may include: • product preparation processes; such as blanching equipment, crumbing or coating application units • further cooking process (low fat applications)
Operation of equipment and	Operation of equipment and processes may

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
processes	require: • the use of process control panels and systems
Services	Services are appropriate to the process to be operated. Typical examples include • gas • power • steam • water • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2040A Operate a heat treatment process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a heat treatment process.

Application of the Unit

Application of the unit	This unit has application in a food processing production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a heat treatment process and associated equipment. Heat treatment can include hot fill, aseptic processing, pasteurisation, ultra-high temperature (UHT) and high temperature short time (HTST) processing. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered. Note that this unit overlaps with FDFOP2041A Operate a mixing or blending and cooking process. For further information refer to advice on unit duplication in the section on qualification arrangements.

Licensing/Regulatory Information

Not applicable.

© Commonwealth of Australia, 2025 Skills Insight

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the heat treatment process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Processing/operating parameters are entered as required to meet safety and production requirements 1.4. Equipment performance is checked and adjusted as required 1.5. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the heat treatment process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that temperature specifications are met 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the heat treatment process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access workplace information to identify heat treatment requirements • select, fit and use personal protective clothing and/or equipment • confirm supply of necessary materials and services • prepare materials as required • conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for processing requirements,positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- start, operate, monitor and adjust the heat treatment process and equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
  - time and temperature
  - pressure
  - flow rates
  - flow diversion
- monitor supply and flow of materials to and from the process
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- demonstrate procedure to clean and sanitise equipment
- complete workplace records as required
- maintain work area to meet housekeeping standards
- control related holding and cooling stages according to enterprise procedures
- use process control systems according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- conduct product/batch changeovers according to enterprise procedures
- collect samples and conduct tests according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of heat treatment, including the effect of heat treatment on product and on microbiological characteristics
- the relationship between time, temperature and pressure in the heat treatment process, such as associated holding and cooling profiles according to product requirements
- basic operating principles of equipment, such as main equipment components, types and characteristics of heating mediums used, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- the flow of the heat treatment process and the effect of product output on downstream processes
- quality characteristics required of the heat treated product

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• effect of raw material characteristics on the heat treatment process, such as variation in viscosity/texture, microbial load and acidity • heat treatment requirements for food to be treated, such as low and/or high acid foods • operating requirements and parameters and corrective action required where operation is outside specified operating parameters • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • methods used to monitor the heat treatment process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • contamination/food safety risks associated with the process and related control measures • common causes of variation and corrective action required • operational health and safety (OHS) hazards and controls, including the limitations of protective clothing and equipment relevant to the work process • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • cleaning and sanitation procedures • environmental issues and controls relevant to the heat treatment process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • product/process changeover procedures and responsibilitieswhere relevant • routine maintenance procedures where relevant • sampling and testing associated with process monitoring and controlwhere relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for heat treatment • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule/batch instructions • specifications, control points and processing parameters • heat treatment process and related equipment and services • materials to be heat treated • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, occupational health and safety, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Australian Food Standards Code and reference to food safety is replaced by GMP

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instruction, • manufacturers' advice • standard forms and reports
Heat treatment equipment	Heat treatment equipment may include: • pumps • heat exchangers • holding and cooling stages • filters and clarifiers • direct steam injection equipment
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

© Commonwealth of Australia, 2025 Skills Insight

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2041A Operate a mixing or blending and cooking process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a combined mixing or blending and cooking process.

Application of the Unit

Application of the unit	This unit has application in a food production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of machines and equipment used to mix or blend and cook ingredients. This process is commonly used to prepare sauces, savoury fillings and marinades. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered. Note that this unit overlaps with FDFOP2040A Operate a heat treatment process and with FDFOP2028A Operate a mixing or blending process. For further information, refer to advice on unit duplication in the section on qualification arrangements.

Licensing/Regulatory Information

Not applicable.

© Commonwealth of Australia, 2025 Skills Insight

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare mixing/blending and cooking equipment and process for operation	1.1. Ingredients are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the mixing/blending	2.1. Ingredients and additives are introduced in the required quantities and sequence to meet recipe

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
and cooking process	specifications 2.2. The process is started and operated according to workplace procedures 2.3. Equipment is monitored to identify variation in operating conditions 2.4. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.5. The process is monitored to confirm that specifications are met 2.6. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.7. Mix is transferred to required production or storage location 2.8. The work area is maintained according to housekeeping standards 2.9. Work is conducted in accordance with workplace environmental guidelines 2.10. Workplace records are maintained according to workplace recording requirements
3. Shut down the mixing/blending and cooking process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access workplace information to identify recipe requirements • select, fit and use personal protective clothing and/or equipment • confirm supply of necessary materials and services • conduct pre-start checks, such as inspecting equipment condition to identify any

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that related equipment is clean and correctly configured for processing requirements,positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
• sequence ingredient addition to meet recipe specifications, such as manual addition and/or operating bulk materials transfer and automatic addition equipment
• start, monitor and adjust processing equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
  • time and temperature
  • agitation settings
  • weights
  • flow rates
  • flow diversion
  • characteristics of the mix (e.g. colour, viscosity, density and consistency)
• take corrective action in response to out-of-specification results
• respond to and/or report equipment failure within level of responsibility
• locate emergency stop functions on equipment
• follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
• conduct product/batch changeovers
• complete workplace records as required
• maintain work area to meet housekeeping standards
• use process control systems according to enterprise procedures
• conduct routine maintenance according to enterprise procedures
• collect samples and conduct tests according to enterprise procedures
• cool and pack off cooked product according to enterprise procedures
• clean and sanitise equipment according to enterprise procedures
• use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
• work cooperatively within a culturally diverse workforce

Required knowledge
Knowledge of: • purpose and basic principles of heat sterilisation and effect on physical, chemical, microbiological and organoleptic characteristics of the cooked product • the flow of the mixing or blending and cooking process and the effect of product output on downstream processes

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- basic operating principles of equipment, including main equipment components, status and purpose of guards, equipment operating capacities and applications, the purpose and location of sensors and related feedback instrumentation, and calibration schedules for scales and related weighing/measuring equipment
- services required and action to take if services are not available
- quality characteristics and conditioning required of ingredients used and their role in the product, such as reconstituting dry ingredients and bringing ingredients to a required temperature
- effect of ingredient quality/condition on the process, including variables such as temperature, viscosity/texture, microbial load and acidity quality
- heat treatment requirements for low and/or high acid foods as appropriate to production requirements
- stages and changes which occur during the blending and heat treatment stages
- quality requirements of the cooked product, such as chemical, textural and flavour profiles as required
- relationship between time and temperature in the cooking process
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters
- procedures for requisitioning, receiving and returning ingredients from stores
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- common causes of variation and corrective action required
- contamination/food safety issues associated with mixing and blending and related control measures
- operational health and safety (OHS) hazards and controls
- requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage
- isolation, lock out and tag out procedures and responsibilities
- product/process changeover procedures and responsibilities
- procedures and responsibility for reporting production and performance information
- environmental issues and controls relevant to the process, including waste/rework collection and handling procedures related to the process
- basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment
- sampling and testing associated with process monitoring and controlwhere relevant
- routine maintenance procedures where relevant
- food safety requirements when preparing products containing meatwhere relevant
- packaging requirements and procedureswhere relevant
- cleaning and sanitation procedureswhere relevant

© Commonwealth of Australia, 2025 Skills Insight

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for mixing, blending and cooking • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule/batch/recipe instructions • specifications, control points and operating parameters • mixing/blending and cooking process and related equipment and services • ingredients to be cooked • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Australian Food Standards Code and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • consignment notes • verification procedures • standard forms and reports
Equipment	Equipment typically includes: • weighing and measuring equipment • sieves • stand-alone kettles fitted with agitators (batch processing) or blenders • shell and tube heat exchangers/cookers (continuous processing) • conveyors • bulk materials transfer equipment • storage facilities Product cooling and packing may be integral to a mixing and cooking process depending on equipment/process configuration
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services are appropriate to the process to be operated. Typical examples include: • power • steam • water

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• vacuum • and compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2042A Operate a drying process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a drying process.

Application of the Unit

Application of the unit	This unit has application in a food production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of machines and equipment used to dry food materials. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered. This unit is not appropriate for sun-drying product.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the drying process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Processing and operating parameters are entered as required to meet safety and production requirements 1.4. Equipment performance is checked and adjusted as required 1.5. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the drying process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.4. The process is monitored to confirm that specifications are met 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the drying process	3.1. The appropriate shut down procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access workplace information to identify processing requirements • select, fit and use personal protective clothing and/or equipment • confirm supply of necessary materials and services • prepare materials as required • conduct pre-start checks, such as inspecting equipment condition (e.g. checking belts, chains, screens, seals and valves, and filters) to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for processing requirements,positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational • start, operate, monitor and adjust process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- temperatures
- moisture content
- air flow
- throughput
- time/speed
- pressure/vacuum
- product characteristics
- monitor supply and flow of materials to and from the process
- take corrective action in response to out-of-specification results or non-compliance
- respond to and/or report equipment failure within level of responsibility
- report and/or record corrective action as required
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- prepare equipment for cleaning
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- demonstrate product/batch changeovers (may not apply to some continuous operations) according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- collect samples and conduct tests according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of the drying process, including the stages that occur during the drying process and the effect on product structure of each stage
- basic operating principles of equipment, including main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- services required and action to take if services are not available
- quality characteristics to be achieved by the process
- materials preparation requirements and effect of variation on the process
- the flow of the drying process and the effect of outputs on downstream processes

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• operating requirements and parameters and corrective action required where operation is outside specified operating parameters • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • methods used to monitor the drying process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • contamination/food safety risks associated with the process and related control measures • common causes of variation, such as air temperature, air velocity, humidity and pressure, and corrective actions required if these are out-of-specification • operational health and safety (OHS) hazards and controls, including limitations of protective clothing and equipment relevant to the work process • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the drying process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control where relevant, including the relationship between control panels and systems and the physical equipment • product/process changeover procedures and responsibilitieswhere relevant • routine maintenance procedures where relevant • sampling and testing associated with process monitoring and controlwhere relevant • cleaning and sanitation procedureswhere relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for drying • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule, batch instructions • specifications, control points and processing parameters • drying process and related equipment and services • product to be dried • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Drying equipment	Drying equipment may include: • drying chambers • atomisers

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• heaters • coolers • air filters • fans • recovery cyclones • conveyors
Materials	Materials may include product to be dried and additives or drying agents as required, consistent with the provisions of the Australian Food Safety Code
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning, (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • fuel • steam • water • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2043A Operate an homogenising process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down homogenising equipment.

Application of the Unit

Application of the unit	This unit has application in a food production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of homogenising machines and equipment. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare homogenising process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the homogenising process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that specifications are met

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down homogenising equipment	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify processing requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary materials and services
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, and confirming that equipment is clean and correctly configured for processing requirements,positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
- start, operate, monitor and adjust process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm the homogenising process remains within specification, such as:
  - temperature
  - pressure
  - throughput
- monitor supply and flow of materials to and from the process

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- demonstrate batch/product changeovers
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- collect samples and conduct tests according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of homogenising
- basic operating principles of equipment, including main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- effect of raw materials on homogenisation, such as variables, including solids (brix), acidity, temperature, consistency and colour on process outcomes
- quality requirements to be achieved by the homogenisation process
- the flow of the homogenising process and the effect of product output on downstream processes
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- techniques used to monitor the homogenising process, such as inspecting, measuring and testing as required by the process
- inspection or test points (control points) in the process and the related procedures and recording requirements
- common causes of variation and corrective action required
- operational health and safety (OHS) hazards and controls
- requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• isolation, lock out and tag out procedures and responsibilities • product/process changeover procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the homogenising process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control where relevant, including the relationship between control panels and systems and the physical equipment • sampling and testing associated with process monitoring and controlwhere relevant • routine maintenance procedures where relevant • cleaning and sanitation procedureswhere relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for homogenising • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to:

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule/batch instructions • specifications, control points and processing parameters • homogenisation process and related equipment and services • materials to be homogenised • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Homogenising equipment	Homogenising equipment typically includes: • supply pump • homogeniser block • homogenising valve • pressure gauge • back-pressure valve • pressure relief valve • pressure • micro-gap • centrifugal and ultrasonic homogenisers Related equipment may include: • a deaeration unit
Processes	Processes may be batch or continuous, and apply to single or multiple product types
Operation of equipment and processes	Operation of equipment and processes may require:

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2044A Operate a retort process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a retort or cooker.

Application of the Unit

Application of the unit	This unit has application in a food production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a retort process. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFO2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the retort equipment and process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Processing/operating parameters are entered as required to meet safety and production requirements 1.4. Equipment performance is checked and adjusted as required 1.5. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the retort process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that specifications are met 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the retort process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify processing requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary materials and services, including confirming container coding, and treating or confirming availability of treated cooling water
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for processing requirements,positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
- start, operate, monitor and adjust the cooking and cooling process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
  - time
  - temperature
  - pressure at each stage
- cool, clean and handle post-treated containers to meet requirements
- monitor supply and flow of materials to and from the process
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- demonstrate batch changeovers
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- collect samples and conduct tests according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of heat treatment and retort process, including the relationship between time and temperature in the retort process, and the changes and requirements of each stage, such as cooking, cooling and post-treatment container handling
- the purpose and requirements of container coding
- basic operating principles of equipment, such as main equipment components (e.g. thermometers, chart recorder, temperature control system, clock and pressure gauges), status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- the flow of the retort process and the effect of product output on downstream processes
- quality characteristics required of the retorted product
- effect of raw material characteristics on process performance
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- techniques used to monitor the retort process, such as inspecting, measuring and testing as required by the process
- inspection or test points (control points) in the process and the related procedures and recording requirements
- contamination/food safety risks associated with the process and related control measures, including both the risks of contamination related to processing and to

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
post-processing handling of containers • common causes of variation and corrective action required, including the effects of variables, such as container size, product particulates, pH, water activity, time/temperature and pressure on process outcomes • operational health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • product/process changeover procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • sampling and testing associated with process monitoring and controlwhere relevant • routine maintenance procedures where relevant • cleaning and sanitation procedureswhere relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for retorting • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule/batch instructions • specifications, control points and processing parameters • retort process and related equipment and services • materials to be processed • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Retort/cooker equipment	Retort/cooker equipment includes: • static and batch retorts • continuous retorts, including hydrostatic cookers with or without over-pressure • coding and materials handling equipment
Equipment components	Equipment components typically include: • vents • bleeders • spreaders • time and temperature measurement instrumentation
Process stages	Process stages typically include:

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• cooking • cooling • post-cooling container handling
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2045A Operate pumping equipment

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to inspect, operate and monitor pumps and related equipment.

Application of the Unit

Application of the unit	This unit has application in a food production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of pumping equipment. This unit should be selected where an operator requires an understanding of the operating principles and components of pumps/the pumping system and related equipment in order to carry out work requirements. When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply and reference to food safety is replaced by GMP.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare pumps for operation	1.1. Pre-start checks on pumps and related equipment are carried out 1.2. Appropriate settings are selected to meet safety and production requirements 1.3. Condition of pumps and related equipment is monitored and maintenance requirements are identified and reported according to workplace reporting requirements
2. Monitor pump operation	2.1. Pumps and related equipment are started and monitored to identify variation in operating conditions 2.2. Corrective action is taken as required to maintain pump operation within equipment capacity and operating parameters
3. Complete pump operations	3.1. Pumps are prepared for cleaning and/or maintenance 3.2. Work is conducted in accordance with workplace environmental guidelines

© Commonwealth of Australia, 2025 Skills Insight

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify pumping requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of materials to be pumped and necessary services
- conduct pre-start checks, such as inspecting pump flanges, gaskets and seals to identify any signs of wear, checking related valve assemblies to identify any signs of leaks, cancelling isolation or lockouts as required (where pumps have variable settings, this involves selecting appropriate settings and confirming that related pipework is correctly configured for pumping requirements)
- monitor and adjust pump operation as required, such as identifying variation in amperage and adjusting pump speeds/flow rates to meet pumping requirements
- monitor supply and flow of materials to and from the pump
- follow isolation and lock out/tag out procedures as required to take pumps and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility (preparation of equipment may include flushing or pigging related lines and pipework, and removal of faceplate)
- respond to and/or report pump equipment failure within level of responsibility
- locate stop and reset functions on pumps
- maintain work area to meet housekeeping standards
- operate pumps using process control systems according to enterprise procedures
- conduct routine pump maintenance according to enterprise procedures
- clean pumps and related equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- basic operating principles of pumps and related equipment, including main pump components, status and purpose of guards, pump system configuration, including valves, taps and pipework
- the effect of pumping system design on operating performance, including flow resistance, pressure and head

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• operating capacities of pumps used in the work area, including different pump types as required to perform pumping operations where relevant • effect of raw material characteristics on pump performance, including variables such as soluble solids, temperature and viscosity • effect of pump operating parameters on product/materials pumped • corrective action required where pump operation is outside specified operating parameters • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • services required • isolation, lock out and tag out procedures and responsibilities • operational health and safety (OHS) hazards and controls • procedures and responsibility for reporting problems • environmental issues and controls, including action required in the event of significant leaks or spills • basic operating principles of process control where relevant, including the relationship between control panels and systems and the physical equipment • routine pump maintenance requirements and procedureswhere relevant • cleaning procedureswhere relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on pumps • start, operate, monitor and adjust pumps to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • pumps, related equipment and services • materials to be pumped • routine preventative maintenance schedule as required • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2004A Clean and sanitise equipment FDFOP2008A Operate a bulk liquid transfer process • FDFOP2011A Conduct routine maintenance • FDFOP2030A Operate a process control interface.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Pumps	Pumps may include but are not limited to: • centrifugal pumps • reciprocating or positive displacement pumps • diaphragm pumps • helical screw pumps • electrical submersible pumps
Related equipment	Related equipment may include: • valves • gauges • flow meters • pipework • screens • filters
Pump operation	Pump operation may require: • the use of process control screens and systems

Unit Sector(s)

Unit sector	Operational

© Commonwealth of Australia, 2025 Skills Insight

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2046A Operate a production process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, monitor, and adjust a production process or sub-system.

Application of the Unit

Application of the unit	This unit is generic and should be customised for a given process. It must only be selected where no process-specific unit is available. This unit has application in a food processing environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a production process and associated equipment. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the equipment and process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that specifications are met 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access workplace information to identify processing requirements • select, fit and use personal protective clothing and/or equipment • confirm supply of necessary materials and services • conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for processing requirements,positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational • start, operate, monitor and adjust process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
confirm process remains within specification • monitor supply and flow of materials to and from the process • take corrective action in response to out-of-specification results • respond to and/or report equipment failure within level of responsibility • locate emergency stop functions on equipment • follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility • complete workplace records as required • maintain work area to meet housekeeping standards • use process control systems according to enterprise procedures • demonstrate batch/product changeovers according to enterprise procedures (may not apply to some continuous operations) • collect samples and conduct tests according to enterprise procedures • conduct routine maintenance according to enterprise procedures • clean and sanitise equipment according to enterprise procedures • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • purpose and basic principles of the process • basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications and the purpose and location of sensors and related feedback instrumentation • services required and action to take if services are not available • the flow of this process and the effect of outputs on downstream processes • quality characteristics to be achieved by the process • quality requirements of materials and effect of variation on process performance • operating requirements, parameters and corrective action required where operation is outside specified operating parameters • typical equipment faults and related causes, including recognition of signs and symptoms of faulty equipment and early warning signs of potential problems • methods used to monitor the production process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • contamination/food safety risks associated with the process and related control measures

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• common causes of variation and corrective action required • operational health and safety (OHS) hazards and controls, including limitations of protective clothing and equipment relevant to the work process • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • product/process changeover procedures and responsibilitieswhere relevant • sampling and testing associated with process monitoring and controlwhere relevant • routine maintenance procedureswhere relevant • cleaning and sanitation procedureswhere relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for production process • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule/batch instructions • specifications, control points and processing parameters • process and related equipment and services • materials to be processed • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Australian Food Standards Code and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Production process or sub-system	A production process or sub-system may require: • operation of a series of related items of equipment to achieve the process outcome
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include:

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2047A Operate a portion saw

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate and adjust a portion saw.

Application of the Unit

Application of the unit	This unit has application in a food production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a portion saw.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare portion saw for operation	1.1. Safety guards and covers are in place 1.2. Pre-start checks are carried out as required by workplace requirements
2. Operate the portion saw to achieve required outcome	2.1. Portions to be cut are positioned 2.2. The portion is passed over the blade and cut to meet specifications 2.3. Equipment is monitored to identify variation in operating conditions 2.4. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.5. Quality and accuracy of cuts is monitored to confirm that specifications are met 2.6. Equipment is inspected and cleaned according to workplace procedures 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. The work area is maintained according to housekeeping standards 2.9. Workplace records are maintained according to workplace recording requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

Required skills

Ability to:

- access workplace information to identify portion requirements
- select, fit and use personal protective clothing and/or equipment, including use of mesh gloves or similar protective clothing
- confirm supply of necessary poultry pieces, including inspecting and removing pieces of unacceptable quality
- conduct pre-start checks, such as inspecting condition of the portion saw to identify blade sharpness and other signs of wear, cancelling isolation or lock outs as required, confirming that equipment is clean and all safety guards are in place and operational, and ensuring that lighting, guarding and signage around the saw are in position
- collect portions to be cut
- position portions to allow the blade to pass cleanly through
- achieve cut accuracy to meet specifications and workplace standards with minimal waste
- identify faulty equipment operation and/or blunt blades and take corrective action
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take the portion saw and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- complete workplace records as required
- inspect and clean portion saw and report maintenance issues as required
- maintain work area to meet housekeeping standards
- conduct routine maintenance, such as blade replacement according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- quality specifications and characteristics required of portioned product
- portion saw operating procedures, including correct positioning of guards, lighting and safe work practices when working with the saw
- operational health and safety (OHS) hazards and controls, including limitations of protective clothing and equipment relevant to the work process
- contamination/food safety risks associated with the automated cutting process and related control measures, including hygiene and sanitation requirements when

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
handling product • grading/downgrading specifications for portioned product • the effect of outputs on downstream processes • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • procedures for cleaning and for reporting maintenance requirements • waste handling requirements and procedures • routine maintenance procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on portion saw • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures to work practices.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment,

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	including a mesh glove • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule/batch instructions • specifications, control points and processing parameters • portion saw and related equipment and services • carcasses/pieces to be cut into portions • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Equipment	Equipment includes: • portion saw that is fixed in position • materials handling equipment as required

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2048A Pre-process raw materials

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down preparation and pre-processing of raw materials.

Application of the Unit

Application of the unit	This unit has application in a food processing production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of raw materials preparation process and associated equipment. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare for pre-processing	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the pre-processing process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that specifications are met

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the pre-processing process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify processing requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary materials and services
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for processing requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
- load or transfer materials to pre-processing equipment
- start, operate and adjust process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification
- monitor supply and flow of materials to and from the process
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- demonstrate batch/product changeovers
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- collect samples and conduct tests according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of pre-processing used
- basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- the flow of the process and the effect of product output on downstream processes
- quality characteristics to be achieved at the pre-processing stage
- effect of raw material characteristics on process performance
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- techniques used to monitor the process, such as inspecting, measuring and testing as required by the process
- inspection or test points (control points) in the process and the related procedures and recording requirements
- contamination/food safety risks associated with pre-processing and related control measures
- common causes of variation and corrective action required
- operational health and safety (OHS) hazards and controls, including limitations of protective clothing and equipment relevant to the work process
- requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage
- isolation, lock out and tag out procedures and responsibilities

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• product/process changeover procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • sampling and testing associated with process monitoring and controlwhere relevant • routine maintenance procedureswhere relevant • cleaning and sanitation procedureswhere relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for preparation of raw materials • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• work procedures, including advice on safe work practices, food safety, quality and environmental requirements • production schedule and batch instructions • quality criteria, specifications and inspection procedures • raw materials • documentation and recording requirements and procedures • workplace records as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Pre-processing methods	Pre-processing methods may include: • fully or semi-automated peeling • slicing and dicing • blanching • milling • other specialist processes
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services are appropriate to the process to be operated. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2049A Operate a reduction process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a reduction process to grind and sift particles to gradually reduce particle size to meet specifications.

Application of the Unit

Application of the unit	This unit applies to processes, such as flour milling, where endosperm particle size is reduced. It also applies to other reduction processes, such as production of crumb for coatings, in the snack food sector. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a reduction process and associated equipment. When operators are required to perform batch or product changeover procedures as part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be selected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the reduction equipment and process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the reduction process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that particle size and flour extraction rates meet production specifications 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. By-product generated from the reduction process is segregated and transferred to designated storage area according to food safety requirements 2.7. The work area is maintained according to housekeeping standards 2.8. Work is conducted in accordance with workplace environmental guidelines 2.9. Workplace records are maintained according to workplace recording requirements
3. Shut down the reduction process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access workplace information to identify reduction process requirements • select, fit and use personal protective clothing and/or equipment • confirm supply of necessary materials and services • conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that related equipment is clean and correctly configured for reduction process requirements,positioning sensors and

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
• start, operate, monitor and adjust reduction process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
  • correct product type/quantity
  • roll releases
  • even spread of feed across rolls
  • mill balance
  • even grind/correct particle size
• monitor supply and flow of materials to and from the reduction process
• take corrective action in response to out-of-specification results
• respond to and/or report equipment failure within level of responsibility
• locate emergency stop functions on equipment
• follow isolation and lock out/tag out procedures as required to take reduction process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
• demonstrate batch/product changeovers
• complete workplace records as required
• maintain work area to meet housekeeping standards
• use process control systems according to enterprise procedures
• collect samples and conduct tests according to enterprise procedures
• conduct routine maintenance according to enterprise procedures
• clean and sanitise equipment according to enterprise procedures
• use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
• work cooperatively within a culturally diverse workforce

Required knowledge
Knowledge of: • purpose and basic principles of the reduction process • basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation • services required and action to take if services are not available • the flow of the reduction process and the effect of outputs on downstream flour milling processes • quality characteristics to be achieved by the reduction process • quality requirements of materials and effect of variation on reduction process performance

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• operating requirements and parameters and corrective action required where operation is outside specified operating parameters • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • methods used to monitor the reduction process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the reduction process and the related procedures and recording requirements • contamination/food safety risks associated with the reduction process and related control measures • common causes of variation and corrective action required • operational health and safety (OHS) hazards and controls, including limitations of protective clothing and equipment relevant to the work process • requirements of different shutdowns as appropriate to the reduction process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • product/process changeover procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the reduction process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • sampling and testing associated with process monitoring and controlwhere relevant • routine maintenance procedureswhere relevant • cleaning and sanitation procedureswhere relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for reduction • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule/batch instructions • specifications, control points and processing parameters • reduction process and related equipment and services • stock to be processed • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSl973001A Perform basic tests.
Guidance information for	To ensure consistency in one's performance, competency

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
assessment	should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Reduction equipment	Reduction equipment may include: • reduction rolls • plainsifters • impactors • entoleters (flake disruptors and detachers)

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Stock for the reduction in a flour milling process	Stock for the reduction in a flour milling process is supplied from either the scalping and grading or scratch and sizing or purification processes
By-products (co-products) for flour milling	By-products (co-products) for flour milling may include: • semolina • sharps
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • vacuum • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units	

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2050A Operate a separation process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a separation process.

Application of the Unit

Application of the unit	When applied to the dairy sector, this unit covers the skills and knowledge required to set up, operate, adjust and shut down a separation process to wash and concentrate fat and sediment from milk and dairy products. In other applications it is used to separate liquids using centrifugal separation methods. When operators are required to perform batch or product changeover procedures as part of this work process, the procedures should the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be selected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the separation process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the separation process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	maintenance requirements are reported according to workplace reporting requirements 2.4. The separation process is monitored to confirm that specifications are met 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted according to environmental standards 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the separation process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access workplace information to identify separation processing requirements • select, fit and use personal protective clothing and/or equipment • confirm supply of necessary materials and services • conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, confirming that the correct bowl is fitted, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for processing requirements,positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational • start, operate, monitor and adjust separation process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- separation speed
- solids in in-feed and out-feed streams (this is typically done by in-line refractometers, Baume tests and spin tests)
- flow rates
- time/temperatures
- pressures
- air/water/oil levels
- condition of seals and valves
- discharge/desludging

- monitor supply and flow of materials to and from the separation process
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- shut down separation process equipment in response to emergency situation
- follow isolation and lock out/tag out procedures as required to take separation process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- clean and sanitise equipment
- demonstrate product/process changeovers
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of the separation process, including stages and changes that occur during the separation process
- basic operating principles of equipment, including safety hazards associated with separation equipment and the implications of interchanging parts/incorrect bowl balance
- main equipment components, status and purpose of guards, equipment operating capacities and applications, the purpose and location of sensors and related feedback instrumentation, and services required for operation of separation equipment used in the workplace
- the flow of the separation process and the effect of product output on downstream processes

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• impact of in-feed quality and concentration levels on the separation process • quality characteristics and uses of separation process outputs • methods used to monitor the separation process, such as inspecting, measuring and testing in-feed and out-feed solids, and other tests as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • operating requirements and parameters and corrective action required where operation is outside specified operating parameters • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • common causes of variation and corrective action required, including how variation in temperature and solids affects the process • spoilage and other food safety risks associated with separation, and related control measures • operational health and safety (OHS) hazards and controls, including limitations of protective clothing and equipment relevant to the work process • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • cleaning and sanitation procedures • product/process changeover procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the operation, including handling of effluent • basic operating principles of process control where relevant, including the relationship between control panels and systems and the physical equipment • routine maintenance procedureswhere relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for separation • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements, stock flow systems, production schedules, batch/recipe instructions • information on equipment capacity and operating parameters • production schedule and batch instructions • separation process and related equipment and services • specifications, control points and processing parameters • materials required for the separation process • sampling schedules and test procedures and equipment as required • routine preventative maintenance schedule as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be:

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Australian Food Standards Code and reference to food safety is replaced by GMP

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Separation equipment used in the dairy industry	Separation equipment used in the dairy industry typically includes: • hermetic separators • semi-open (hermetic) separators Variations to the semi-open separators include: • soft stream inlet • cold milk separators • cream cheese or quarg separators
Separation equipment used in general foods, egg processing and bio-products	Separation equipment used in general foods, egg processing and bio-products typically includes: • fully enclosed • high speed • centrifugal separators
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services are appropriate to the process to be operated. Typical examples include: • power • water • vacuum • compressed and instrumentation air

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2051A Operate a spreads production process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a spreads production process appropriate to the manufacture of margarine or dairy-based spreads.

Application of the Unit

Application of the unit	This unit has application in a food processing production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a spreads production process and associated equipment. When operators are required to perform batch or product changeover procedures as part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be selected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the spreads equipment and process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the spreads process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that specifications are met 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the spreads process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access workplace information to identify processing requirements • select, fit and use personal protective clothing and/or equipment • confirm supply of necessary materials and services • conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that related equipment is clean and correctly configured for processing requirements,positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational • start, operate, monitor and adjust process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- temperature
- work input
- throughput
- pressures
- crystal formation

- monitor supply and flow of materials to and from the process
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- demonstrate batch/product changeovers
- follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- collect samples and conduct tests according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of spreads preparation, including crystallisation, the relationship between stages of crystal formation, work input and temperature, and the stages involved in the process
- basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- services required and action to take if services are not available
- the flow of the spreads production process and the effect of outputs on downstream processes
- quality characteristics required of the finished product
- quality requirements of oil or emulsion for processing and the effect of variation on process performance
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
faulty equipment and early warning signs of potential problems • methods used to monitor the spreads production process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • contamination/food safety risks associated with the process and related control measures • common causes of variation and corrective action required • operational health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • product/process changeover procedures and responsibilities • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control where relevant, including the relationship between control panels and systems and the physical equipment • sampling and testing associated with process monitoring and controlwhere relevant • routine maintenance procedureswhere relevant • cleaning and sanitation procedureswhere relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for production of spreads

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule/batch instructions • specifications, control points and processing parameters • spread processing and related equipment and services • emulsion or oil to be processed • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2013A Apply sampling procedures • FDFOP2011A Conduct routine maintenance • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Spreads	Spreads may include: • pure fat • emulsion-based products
Processing equipment	Processing equipment may include: • pumps • heat exchangers • chillers

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• crystallisers • pin machines • votators • perfectors
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • steam • water • refrigeration • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2052A Operate a chocolate tempering process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a tempering process used to temper chocolate.

Application of the Unit

Application of the unit	This unit has application in a food processing production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a depositing process and associated equipment. When operators are required to perform batch or product changeover procedures as part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be selected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the tempering equipment and process for operation	1.1. Chocolate for tempering is confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Processing/operating parameters are entered as required to meet safety and production requirements 1.4. Equipment performance is checked and adjusted as required 1.5. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the tempering process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that tempering specifications are met 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the tempering process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify tempering process requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary materials and services
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for processing requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
- start, operate, monitor and adjust tempering process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
  - setting pump speeds
  - checking temperature/zone settings
  - checking chocolate temperatures
- monitor supply and flow of materials to and from the tempering process and equipment operation to confirm process remains within specification
- demonstrate product/batch changeovers

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- conduct temper test, interpret results and determine adjustments as required
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take tempering process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of the tempering process, including:
  - basic understanding of the crystallisation behaviour of cocoa fat
  - relationship between crystal forms and melting points/temperatures
  - process stages, such as heating, cooling, agitating, reheating and effect of each of these on outcomes
- basic operating principles of equipment, including main equipment components, temperature zones, status and purpose of guards, equipment operating capacities and applications,and the purpose and location of sensors and related feedback instrumentation
- services required and action to take if services are not available
- the flow of the tempering process and the effect of outputs on downstream processes
- quality characteristics required of chocolate for tempering and the effect of variation on tempering process performance
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- methods used to monitor the tempering process, including temper test procedures and the significance of results for tempering process adjustments
- inspection or test points (control points) in the process and the related procedures and recording requirements
- contamination/food safety risks associated with the tempering process and related

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
control measures • common causes of variation and corrective action required • operational health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the tempering process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • product/process changeover procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the tempering process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • routine maintenance procedureswhere relevant • cleaning and sanitation procedureswhere relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for chocolate tempering • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • recipe/batch instructions • specifications, control points and processing parameters • process and related equipment and services • chocolate to be tempered • tempermeter • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2030A Operate a process control interface.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT
The range statement relates to the unit of competency as a whole. It allows for different

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Typical equipment for an automated process	Typical equipment for an automated process includes: • pumps • storage/holding/melt tanks • tempering equipment
Operation	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Services for an automated process may include:

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• power • fuel • water • steam • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2053A Operate a washing and drying process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a washing and drying process.

Application of the Unit

Application of the unit	This unit has application in a food processing production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a washing and drying process and associated equipment typically used for raw products, such as fruit and vegetables. When operators are required to perform batch or product changeover procedures as part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be selected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the equipment and process for operation	1.1. Raw materials are confirmed and available to meet production requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Equipment performance is checked and adjusted as required 1.5. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the washing and drying process	2.1. The process is started and operated according to workplace procedures 2.2. Raw materials are inspected and washed to meet workplace specifications 2.3. Washed materials are transferred to drying stage 2.4. Materials are dried to specification

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.5. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.6. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.7. The work area is maintained according to housekeeping standards 2.8. Work is conducted in accordance with workplace environmental guidelines 2.9. Workplace records are maintained according to workplace recording requirements
3. Shut down the washing and drying process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify production requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary raw materials and services
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for processing requirements,positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
- start, operate, monitor and adjust washing and drying equipment to achieve required outcomes, including monitoring control points and conducting inspections to confirm process remains within specification, such as:
  - operation of dosing equipment

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- tank/bath or flume water levels
- related equipment operation (such as pumps/conveyors)
- immersion of raw materials
- temperatures
- water quality
- flow rates
- drying times
- weight (before and after drying)

- monitor supply and flow of raw materials to the wash process and from the drying process
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- demonstrate batch/product changeovers
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- collect samples and conduct tests according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of the washing and drying process, including water quality, the role of sanitisers in the washing process, and of drying technology, such as the use of centrifugal force in a drying process
- basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- services (principally water) required and action to take if services are not available
- the flow of this process and the effect of outputs on downstream processes
- quality characteristics to be achieved by both the washing and drying stages, including consequence of out-of-specification moisture levels on further processing and final product

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• quality requirements of raw materials and effect of variation on process performance, including how variation in microbial load can affect the washing and drying process • operating requirements, parameters and corrective action required where operation is outside specified operating parameters • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • methods used to monitor the washing and drying process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • contamination/food safety risks associated with the process and related control measures • common causes of variation and corrective action required • operational health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • product/process changeover procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • sampling and testing associated with process monitoring and controlwhere relevant • routine maintenance procedureswhere relevant • cleaning and sanitation procedureswhere relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for washing and drying product • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule/batch instructions • specifications and inspection or control points • washing and drying equipment and services, including water and sanitizer • raw materials to be processed • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Washing and drying equipment	Washing and drying equipment may include:

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• wash baths/tanks/flumes • pumps • drying equipment, such as centrifuges • conveyors • materials handling equipment
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • water • compressed/instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2054A Operate a water purification process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a water purification process to produce water to meet production requirements.

Application of the Unit

Application of the unit	This unit has application in a food processing production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a water purification process and associated equipment. When operators are required to perform batch or product changeover procedures as part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be selected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the water purification equipment and process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and sanitising requirements and status are identified and confirmed 1.3. Batch records or process documentation is completed 1.4. Processing/operating parameters are entered and/or confirmed as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the water purification process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions from those indicated in workplace documents or standard operating

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	procedures 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that purified water is produced to specification 2.5. Out-of-specification process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the water purification process	3.1. The appropriate shut down procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Workplace and/or batch documentation is completed 3.4. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify water purification process requirements
- select, fit and use personal protective clothing and/or equipment
- respond appropriately to hazards, including chemical spills
- confirm supply of necessary materials and services
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lockouts as required, confirming that equipment is clean and correctly configured for water purification process requirements,positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

confirming that all safety guards are in place and operational
• start, operate, monitor and adjust water purification process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
  • flow rates
  • pressure
  • operation of dosing equipment (where relevant)
  • alarms
• monitor supply and flow of materials to and from the water purification process
• take corrective action in response to out-of-specification results
• maintain a purification system free of physical, chemical and biological contaminants
• respond to and/or report equipment failure within level of responsibility
• locate emergency stop functions on equipment
• follow isolation and lock out/tag out procedures as required to take water purification process and related equipment off-line in preparation for cleaning/back flushing and/or maintenance within level of responsibility
• carry out cleaning, sanitising, regenerating and back-flushing as required
• complete workplace records as required
• maintain work area to meet housekeeping standards
• collect samples and conduct tests according to enterprise procedures
• conduct routine maintenance according to enterprise procedures
• use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
• work cooperatively within a culturally diverse workforce

Required knowledge
Knowledge of: • purpose and basic principles of the water purification process, including methods used to purify water appropriate to workplace requirements • basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation • services required and action to take if services are not available • the flow of the water purification process and the effect of outputs on downstream processes • quality characteristics to be achieved by the water purification process • quality requirements of inputs to the purification process and the effect of variation on process performance • operating requirements and parameters and corrective action required where

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
operation is outside specified operating parameters • typical equipment faults and related causes, including following troubleshooting and problem solving guidelines, and recognising signs and symptoms of faulty equipment and early warning signs of potential problems • basic operating principles of process control as appropriate, including the relationship between control panels and systems and the physical equipment • methods used to monitor the water purification process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the water purification process and the related procedures and recording requirements • Good Manufacturing Practice (GMP)/food safety requirements (as appropriate) associated with the purification process and related control measures • common causes of variation and corrective action required • operational health and safety (OHS) hazards and controls • requirements of different shutdowns as appropriate to the water purification process and workplace production requirements, including emergency and routine shutdowns • isolation, lock out and tag out procedures and responsibilities • cleaning and sanitation procedures • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the water purification process • sampling and testing associated with water purification process monitoring and control where relevant • routine maintenance procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate	Evidence of ability to:

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
competency in this unit	• conduct pre-start checks on machinery used for water purification • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule • specifications, control points and processing parameters • water purification process, chemicals and related equipment and services • water to be purified • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant GMP codes apply in place of the Australian Food Standards Code and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Water purification equipment	Water purification equipment may include: • dosing equipment • storage tanks • pumps • valves • distillation systems • reverse osmosis systems • UV light • deionisation plants • softeners • carbon tanks • filters
Water produced	Water produced may include, but is not limited to: • purified water • deionised water • reverse osmosis (RO) • distilled water • water for injection (WFI)
Purification processes	Purification processes are typically continuous processes
Operation of equipment and processes	Operation of equipment and processes typically requires: • the use of process control panels and systems

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2056A Operate a freezing process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a freezing process.

Application of the Unit

Application of the unit	This unit has application in a production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of freezing equipment. Freezing methods may include air freezing, contact freezing and cryogenic freezing. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the freezing process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the freezing process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that specifications are met

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the freezing process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify processing requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary materials and services
- prepare materials as required
- conduct pre-start checks, such as involve inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lock outs as required, confirming that equipment is clean and correctly configured for processing requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
- start, operate, monitor and adjust the freezing process and equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
  - tunnel and product temperatures
  - throughput
  - removal of frozen waste product from equipment

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• visually inspecting product • monitor supply and flow of materials to and from the process • take corrective action in response to out-of-specification results • demonstrate procedure to defrost tunnels as required • respond to and/or report equipment failure within level of responsibility • locate emergency stop functions on equipment • follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility • complete workplace records as required • maintain work area to meet housekeeping standards • use process control systems according to enterprise procedures • conduct product/batch changeovers according to enterprise procedures • collect samples and conduct tests according to enterprise procedures • conduct routine maintenance according to enterprise procedures • clean and sanitise equipment according to enterprise procedures • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • purpose and basic principles of freezing, including the changes which occur to product during freezing • basic operating principles of equipment, such as main equipment components, status and purpose of guards, basic principles and operation of refrigeration system, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation • the flow of the freezing process and the effect of product output on downstream processes • quality characteristics to be achieved by the freezing process • effect of raw material characteristics on the freezing process • operating requirements and parameters and corrective action required where operation is outside specified operating parameters • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • methods used to monitor the production process, such as inspecting, measuring and testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • contamination/food safety risks associated with the process and related control

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
measures • common causes of variation and corrective action required • occupational health and safety (OHS) hazards and controls, including the limitations of protective clothing and equipment relevant to the work process • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the process, including waste collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • product/process changeover procedures and responsibilities where relevant • sampling and testing associated with process monitoring and control where relevant • routine maintenance procedures where relevant • cleaning and sanitation procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on freezing machinery and equipment • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures to work practices.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • production schedule and batch instructions • specifications, control points and processing parameters • information on equipment capacity and operating parameters • freezing process and related equipment and services • materials to be frozen • sampling schedules and test procedures and equipment as required • cleaning procedures, materials and equipment as required • documentation and recording requirements and procedures.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Freezing methods	Freezing methods may include: • air freezing • contact freezing • cryogenic freezing
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shut down procedures	Shut down procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services are appropriate to the process to be

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	operated. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2057A Operate a membrane process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit covers the skills and knowledge required to set up, operate, adjust and shut down a membrane process used to separate the components of solutions and suspensions.

Application of the Unit

Application of the unit	This unit has application in a food production environment such as a dairy product production. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of equipment used to separate solutions and suspensions. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out unit FDFOP2011A Conduct routine maintenance should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the membrane equipment and process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the membrane process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that specifications are met 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted according to environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the membrane process	3.1. The appropriate shutdown and cleaning procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- Access workplace information to identify membrane processing requirements
- Select, fit and use personal protective clothing and/or equipment
- Confirm supply of necessary materials and services
- Conduct pre-start checks. This may involve inspecting equipment/membrane condition to identify any signs of wear; selecting appropriate settings and/or related parameters; cancelling isolation or lockouts as required; confirming that equipment such as pumps, valves and pipework are clean and correctly configured for membrane processing requirements; sensors and controls are correctly positioned; any scheduled maintenance has been carried out, and that all safety guards are in place and operational
- Start, operate, monitor and adjust membrane processing equipment to achieve required outcomes. This may include monitoring control points and conducting

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
inspections as required to confirm process remains within specification. This may include monitoring: • temperatures • flow rates • total solids • pressure/vacuum • Monitor supply and flow of materials to and from the membrane process • Conduct run/batch changeovers • Take corrective action in response to out-of-specification results • Respond to and/or report equipment failure within level of responsibility • Locate emergency stop functions on equipment • Follow isolation and lock out/tag out procedures as required to take membrane processing and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility • Follow procedures to clean membranes • Complete workplace records as required • Maintain work area to meet housekeeping standards • Use process control systems according to enterprise procedures • Conduct routine maintenance according to enterprise procedures • Collect samples and conduct tests according to enterprise procedures • Use oral communication skills / language competence to fulfil the job role as specified by the organisation including questioning, active listening, asking for clarification and seeking advice from supervisor • Work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • Purpose and basic principles of membrane processing. This includes an understanding of the components of milk, particle size of each component and the effect on these components of membrane processing. It also includes an understanding of the methods used to achieve this outcome • Basic operating principles of equipment. This may include an operational understanding of main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation. It also includes an awareness of the material composition of membranes used in the workplace and related operating, cleaning and storage requirements • The flow of the membrane process including the different processing streams and the effect of the membrane process outputs on downstream processes • Quality characteristics required of the membrane processing outputs • The effect of variation in raw material characteristics on membrane processing

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
performance • Operating requirements and parameters and corrective action required where operation is outside specified operating parameters. This includes an understanding of the effect of variation in processing parameters such as temperature, pressure, total solids and flow rates on membrane process performance • Typical equipment faults and related causes. This includes recognition of signs and symptoms of faulty equipment and early warning signs of potential problems • Techniques used to monitor membrane processing. This may include inspecting, measuring and testing as required by the process. It requires awareness of inspection or test points (control points) in the process and the related procedures and recording requirements • Contamination/food safety risks associated with the process and related control measures • Common causes of variation and corrective action required • OHS hazards and controls. This includes awareness of the limitations of protective clothing and equipment relevant to the work process • Requirements of different shutdowns as appropriate to membrane processing and workplace production requirements. This includes emergency and routine shutdowns and procedures to follow in the event of a power outage and shutdown • Cleaning and sanitation requirements associated with changeovers • Isolation, lock out and tag out procedures and responsibilities • Procedures and responsibility for reporting production and performance information • Environmental issues and controls relevant to membrane processing. This includes waste collection and handling procedures related to the process • Basic operating principles of process control where relevant. This includes the relationship between control panels and systems and the physical equipment • Routine maintenance procedures where relevant • Sampling and testing associated with process monitoring and control where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	Competency in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for separation process • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OH&S hazards and controls • safely shut down equipment • apply food safety procedures to work practices
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures including advice on safe work practices, food safety, quality and environmental requirements, stock flow systems, production schedules, batch/recipe instructions • information on equipment capacity and operating parameters • production schedule and batch instructions • specifications, control points and processing parameters • membrane processing and related equipment and services • materials required for membrane processing • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning and sanitation procedures, materials and equipment as required
Method of assessment	This unit should be assessed together with core units and other units of competence relevant to the function or work role. Examples could be: • FDFOP2030A Operate a process control interface • FDFOP2013A Apply sampling procedures

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• PMLTEST300B Perform basic tests • FDFOP2011A Conduct routine maintenance • FDFOP2003A Clean work area and in place equipment • FDFOP2004A Clean and sanitise equipment
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes the Food Standards Code including labelling, weights and measures legislation; and legislation covering food safety, environmental management, occupational health and safety, anti-discrimination and equal opportunity
Workplace information	Workplace information may include Standard Operating Procedures (SOPs), specifications, production schedules and instructions, manufacturers' advice, standard forms and reports
Membrane modules	Membrane modules may be flat sheet (plate), spirally wound, hollow fibre, or tubular and may

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	have a symmetrical, asymmetric or composite asymmetric structure. Related equipment typically includes pipework, valves and pumps, and refrigeration equipment
Shutdown procedures	Shutdown procedures may include cleaning. In some cases cleaning may be carried out by a dedicated cleaning crew
Operation of equipment and processes	Operation of equipment and processes may require the use of process control panels and systems
Services	Services are appropriate to the process to be operated. Typical examples include power, steam, water, vacuum, and compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2058A Operate a holding and storage process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down a holding/storage process under conditions that control the quality of the product.

Application of the Unit

Application of the unit	This unit has application in a food production environment, such as processing of raw milk and/or processed products within a dairy production enterprise. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of equipment used to hold and store products, such as silos and holding tanks. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the holding and storage equipment and process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the holding and storage process	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that specifications are met 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Environmental procedures and standards are achieved 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the holding and storage process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify requirements for the holding and storage process
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary materials and services for the holding and storage process
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lock outs as required, confirming that equipment is clean and correctly configured for processing requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
- start, operate, monitor and adjust holding and storage process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- time/temperature
- flow rates
- agitation speed
- equipment condition and performance
- monitor supply and flow of materials to and from the holding and storage process
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take holding and storage process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- collect samples and conduct tests according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- clean equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of the holding/storage process including the importance of stock rotation
- basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- the flow of the holding and storage process and the effect of product output on downstream processes
- contamination/food safety risks associated with the process and related control measures
- quality characteristics to be achieved by the holding and storage process, such as organoleptic characteristics of the product
- effect of raw material characteristics on the holding and storage process
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- techniques used to monitor the holding and storage process, such as inspecting,

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
measuring and testing as required by the process • or test points (control points) in the process and the related procedures and recording requirements • common causes of variation and corrective action required • occupational health and safety (OHS) hazards and controls, including the limitations of protective clothing and equipment relevant to the work process • requirements of different shutdowns as appropriate to the holding and storage process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the process, including waste collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • sampling and testing associated with process monitoring and control where relevant • routine maintenance procedures where relevant • cleaning and sanitation procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for holding and storage of food products • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures to work practices.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements, stock flow systems, production schedulesand batch/recipe instructions • specifications, control points and processing parameters • information on equipment capacity and operating parameters • production schedule and batch instructions • holding and storage process and related equipment and services • materials required for a holding/storage process • sampling schedules and test procedures and equipment as required • routine preventative maintenance schedule as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Holding/storage equipment	Holding/storage equipment may include: • silos • intermediate storage tanks • aseptic storage tanks • mixing/blending tanks • process tanks

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• balance tanks
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services are appropriate to the holding and storage process to be operated. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2059A Operate a continuous freezing process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, monitor and shut down a continuous freezing process typically used to manufacture ice cream, ice confection and/or frozen food products.

Application of the Unit

Application of the unit	This unit has application in a production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a batch or continuous freezing process. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance, should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the freezing equipment and process for operation	1.1. Materials are confirmed and available to meet operating requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet operating requirements 1.4. Processing/operating parameters are entered as required to meet safety and production requirements 1.5. Equipment performance is checked and adjusted as required 1.6. Pre-start checks are carried out as required by workplace requirements
2. Monitor the freezing process operation	2.1. The process is started and operated according to workplace procedures 2.2. Equipment is monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The process is monitored to confirm that specifications are met

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the freezing process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify processing requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary materials and services
- conduct pre-start checks, such as inspecting equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, cancelling isolation or lock outs as required, confirming that equipment is clean and correctly configured for processing requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
- start, operate, monitor and adjust process equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
  - flow rates
  - churn speed
  - time/temperature
  - ingredient addition systems

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- pressures
- equipment condition and performance
- monitor supply and flow of materials to and from the process
- take corrective action in response to out-of-specification results
- respond to and/or report equipment failure within level of responsibility
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- demonstrate batch/product changeovers according to enterprise procedures (may not apply to some continuous operations)
- collect samples and conduct tests according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of the process, including the stages that occur during the churning and freezing process and the required physical and microstructure of the product
- basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- services required and action to take if services are not available
- the flow of the freezing process and the effect of outputs on downstream processes
- additives and ingredients used and their role in the product
- quality characteristics to be achieved by the freezing process
- quality requirements of materials/ingredients and effect of variation on process performance
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- methods used to monitor the production process, such as inspecting, measuring and

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
testing as required by the process • inspection or test points (control points) in the process and the related procedures and recording requirements • contamination/food safety risks associated with the process and related control measures • common causes of variation and corrective action required • occupational health and safety (OHS) hazards and controls, including the limitations of protective clothing and equipment relevant to the work process • requirements of different shutdowns as appropriate to the process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • product/process changeover procedures and responsibilities where relevant • sampling and testing associated with process monitoring and control where relevant • routine maintenance procedures where relevant • cleaning procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for continuous freezing

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures to work practices.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedules and batch instructions • specifications, control points and processing parameters • freezing process and related equipment and services • materials/ingredients to be processed • sampling schedules and test procedures and equipment as required • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2003A Clean equipment in place • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • FDFOP2030A Operate a process control interface • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Freezing and related equipment	Freezing and related equipment may include: • in-line extruders • dashers • churns • pumps • fruit feeder, • hardening rooms/tunnels/machines

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Materials	Materials used in freezing may include: • fat • milk solids not fat • sugars • emulsifiers • stabilisers • water • flavours • colours • bulking agents
Operation processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • steam • water • vacuum • compressed and instrumentation air

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2060A Operate an automated cutting process

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate, adjust and shut down an automated cutting process.

Application of the Unit

Application of the unit	This unit has application in a food production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of cutting equipment and processes. When batch or product changeover procedures are part of this work process, the procedures should be used to customise the application of this unit. Where more detailed changeovers are carried out, FDFOP2011A Conduct routine maintenance should be considered.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the automated cutting equipment and process for operation	1.1. Carcasses/pieces are confirmed and available 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Machine components and related attachments are fitted and adjusted to meet safety, type/size and cutting requirements 1.4. Equipment performance is checked and adjusted as required 1.5. Pre-start checks are carried out as required by workplace requirements
2. Operate and monitor the automated cutting process	2.1. Carcasses/pieces are inspected to confirm that quality requirements are met 2.2. Carcasses/pieces are hung to meet production pace 2.3. Equipment is monitored to identify variation in operating conditions 2.4. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.5. Quality and accuracy of cuts is monitored to confirm that specifications are met 2.6. Out-of-specification outcomes are identified,

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	rectified and/or reported to maintain the process within specification 2.7. Work is conducted in accordance with workplace environmental guidelines 2.8. The work area is maintained according to housekeeping standards 2.9. Workplace records are maintained according to workplace recording requirements
3. Shut down the automated cutting process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access workplace information to identify cutting requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary carcasses/pieces and services, including inspecting and removing carcasses/pieces of unacceptable quality
- conduct pre-start checks, such as inspecting equipment condition to identify blade sharpness and other signs of wear, selecting appropriate settings and/or related parameters according to bird size/type, cancelling isolation or lock outs as required, confirming that equipment is clean and correctly configured for cutting process requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, confirming that all safety guards are in place and operational and running, and trialing cut to confirm accuracy/positioning where required
- start, operate, monitor and adjust automated cutting process equipment to achieve required outcomes, including hanging carcasses/pieces to meet production pace, such as monitoring control points and conducting inspections as required to confirm cut accuracy within specification
- monitor supply and flow of carcasses/pieces to and from the automated cutting process

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- take corrective action in response to out-of-specification results, including adjusting blades/knives within level of responsibility
- respond to and/or report equipment failure within level of responsibility
- demonstrate procedure to adjust equipment for bird/portion type/size
- locate emergency stop functions on equipment
- follow isolation and lock out/tag out procedures as required to take automated cutting process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- conduct routine maintenance such as blade replacement according to enterprise procedures
- clean and sanitise equipment according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of the automated cutting process
- basic operating principles of equipment, such as main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- the flow of the automated cutting process and the effect of outputs on downstream processes
- quality characteristics to be achieved by the automated cutting process, including quality specifications and ability to assess cut quality and determine any required adjustments
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- methods used to monitor the automated cutting process, including inspecting the quality of cuts
- inspection or test points (control points) in the automated cutting process and the related procedures and recording requirements, such as recording information (e.g. temperatures and product codes)
- contamination/food safety risks associated with the automated cutting process and related control measures
- common causes of variation and corrective action required

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• occupational health and safety (OHS) hazards and controls, including the limitations of protective clothing and equipment relevant to the work process • requirements of different shutdowns as appropriate to the automated cutting process and workplace production requirements, including emergency and routine shutdowns and procedures to follow in the event of a power outage • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the automated cutting process, including waste/rework collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • routine maintenance procedures where relevant • cleaning and sanitation procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on machinery used for cutting • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures to work practices.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule/batch instructions • specifications, control points and processing parameters • automated cutting process and related equipment and services • carcasses/pieces to be processed • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2004A Clean and sanitise equipment • FDFOP2011A Conduct routine maintenance • FDFOP2030A Operate a process control interface.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Production equipment	Production equipment may include: • dedicated single and/or multiple cutting equipment • shackles and conveyor systems
Operation of equipment and processes	Operation of equipment and processes may require: • the use of process control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Services	Services may need to be confirmed. These depend on the nature of the process. Typical examples include: • power • water • instrumentation air

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP2061A Use numerical applications in the workplace

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This is unit of competency covers the skills and knowledge required to apply basic mathematical functions of addition, subtraction, multiplication and division to undertake workplace calculations or to estimate approximate answers when exact calculations are not required.

Application of the Unit

Application of the unit	This unit has application in a production environment where basic mathematics may be required to undertake or support work processes. Typical applications of mathematical concepts in the workplace include but are not limited to measuring or estimating product characteristics, such as weight, capacity, time and temperature; measuring and estimating material usage, quantities and ratios; measuring equipment and processing parameters, such as speed/throughput; and calculating entitlements, such as pay, leave entitlements, and shift allowances. The unit requires both calculation and estimation skills with the choice between calculation and estimation dependent on the particular process and sector.

Licensing/Regulatory Information

Not applicable.

© Commonwealth of Australia, 2025 Skills Insight

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Apply basic mathematical concepts to calculate workplace information	1.1. Calculation requirements are identified and appropriate method is selected 1.2. Data is obtained from relevant sources and interpreted correctly. 1.3. Calculations are undertaken using addition, subtraction, multiplication and division to support work role
2. Apply basic mathematical concepts to estimate workplace information	2.1. Estimation requirements are identified and appropriate estimation method is selected 2.2. Data is obtained from relevant sources and interpreted correctly. 2.3. Estimations are made to meet work requirements

© Commonwealth of Australia, 2025 Skills Insight

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- identify whether a calculation or estimation is required to meet workplace requirements
- carry out calculations involving basic addition, subtraction, division and multiplication to support work role (this may involve use of a calculator and conversion tables where required)
- use estimation techniques to check quantities, ratios, speed and other required data estimates
- use estimation techniques to check calculated results and workplace data
- record calculations and measurement information accurately according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- mathematical processes, including addition, subtraction, multiplication and division
- application of calculation and estimation techniques to meet work requirements
- units of measurement used in the workplace, including whole numbers, fractions and decimals (to one decimal point) (this may include use of conversion charts)
- representation of numerical information relevant to work requirements, such as charts, graphs and tables
- recording requirements and responsibilities where relevant

Evidence Guide

EVIDENCE GUIDE

The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • identify calculation or estimation requirements • carry out calculations involving basic addition, subtraction, division and multiplication • where estimations are used, estimated amounts must be consistent with process or product specification and demonstrate knowledge of measurement units used in the workplace • use estimation techniques to check calculated results and workplace data.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • work tasks requiring simple estimation and calculation • conversion tables, calculators and measuring instruments where required • workplace forms/documents used for recording data where required.
Method of assessment	This unit should be assessed together with other units of competency relevant to the function or work role. Example could be: • FDFOP2015A Apply principles of statistical process control.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Calculations	Calculations may include: • the use of whole numbers, decimals, fractions and percentages Calculations may be made: • manually or using calculators and other measuring instruments as appropriate to the task
Estimations	Estimations can be used where the workplace tasks require only an approximate judgment of an amount, ratio, speed, and so on. Estimations can be made from: • observations of other amounts or measurements • supplied data, such as volume or weight information on packaging of raw materials
Conversion charts	Conversion charts are those in common use in the workplace
Results	Results may or may not be recorded depending on workplace requirements
Numerical information	Numerical information may be presented in forms, including: • simple run charts • graphs

Unit Sector(s)

Unit sector	Operational

© Commonwealth of Australia, 2025 Skills Insight

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP3001A Control contaminants and allergens in the workplace

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to examine the risk of contaminants and allergens in a food production workplace and assess and implement control measures designed to manage risks.

Application of the Unit

Application of the unit	This unit has application in a food production or packaging workplace. This unit is appropriate where the operator or supervisor requires a detailed understanding of contaminants and allergens in the workplace and the effect they have on product safety and quality in order to ensure work practices comply with safety and operational work standards. This unit is especially appropriate where work is conducted in an environment where contaminants or allergens present a significant risk to the quality of product and the safety of workers or consumers.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		
	FDFFS2001A	Implement the food safety program and procedures

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Assess risk of physical contamination	1.1. Types and sources of physical contamination in the workplace are identified 1.2. Risks to operations, product and consumer are identified 1.3. Control measures to eliminate or reduce risks of physical contamination are identified 1.4. Workplace procedures and practices are assessed to determine level of risk for physical contaminants and opportunities for improvement identified
2. Assess risk of chemical contamination	2.1. Types and sources of chemical contamination in the workplace are identified 2.2. Risks to operations, product and consumer are identified 2.3. Control measures to eliminate or reduce risks of chemical contamination are identified 2.4. Workplace procedures and practices are assessed to determine level of risk for chemical contaminants

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	and opportunities for improvement identified
3. Assess risk of microbiological contamination	3.1. Types and sources of microbiological contamination in the workplace are identified 3.2. Risks to operations, product and consumer are identified 3.3. Control measures to eliminate or reduce risks of microbiological contamination are identified 3.4. Workplace procedures and practices are assessed to determine level of risk for microbiological contaminants and opportunities for improvement identified
4. Assess risk of allergens in the workplace	4.1. Types and sources of allergens are identified 4.2. Risks to operations, product and consumer are identified 4.3. Control measures to eliminate or reduce risks of allergens are identified 4.4. Workplace procedures and practices are assessed to determine level of risk for allergens and opportunities for improvement identified
5. Implement control measures to manage contaminants and allergens	5.1. Control measures are implemented as part of work operations 5.2. Emergency procedures and conditions for implementation are identified 5.3. Reporting and documentation associated with controls is identified and undertaken as required 5.4. Work is conducted in accordance with workplace environmental guidelines

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • identify the types of physical, chemical and microbiological contaminants and allergens that present a risk in the workplace • identify sources of risks

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• examine control measures • describe the appropriate monitoring requirements for each risk, including the method or procedure to be followed, the frequency and timing, the person responsible, and the information to be recorded (procedures to be followed would typically be specified in the form of a standard operating procedure (SOP) or work instruction) • describe corrective action requirements in the event that acceptable limits or requirements of controls are not met • develop or review documentation relating to the food safety program, such as process flow diagrams, hazard analysis charts and tables, support program requirements, data analysis reports, corrective action reports and verification reports • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • communicate food safety responsibilities within level of responsibility • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • the purpose and intent of food safety legislation and control measures • roles and responsibilities for development and maintenance of the control measures • food processing methods used in the workplace or work area and the risks of contamination • sources of technical expertise on contaminants and allergens • the role of control measures in the food safety program • documentation and recording requirements to support communication and monitoring of the food safety program, including procedures for maintaining and updating relevant documents, such as operating procedures • main types of food safety contamination likely to occur given the type of product and processing methods used • acceptable control methods for the hazards identified and required corrective action when control requirements are not met • validation and verification processes and techniques and responsibilities

Evidence Guide

EVIDENCE GUIDE
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • identify potential physical, chemical and microbiological contaminants in the workplace and their likely sources • identify risks associated with these contaminants and the control measures to manage risks • describe allergens and control measures that relate to workplace • identify workplace procedures to control risks and assess effectiveness in practice • implement workplace control measures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • workplace food safety program documentation • advice on quality and food safety legislation • procedures for implementing control measures and other advice on food safety requirements • other recording requirements.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Physical contaminants	Physical contaminants include all foreign objects that are caused by or come from: • the raw material source • processing systems • processing equipment • housekeeping standards Sources of contamination include: • employees (e.g. hair, bandaids, glasses, jewellery and coins or other contaminants, such as dirt, pests, food and raw materials) • maintenance and cleaning procedures (e.g. metal shavings, grease from equipment, nuts and bolts, dirty equipment from previous products and glass breakages) • packaging materials (e.g. ink, dye, staples, paper, cardboard and plastic) • pests (e.g. evidence of rodents gnawing on packages, rodent hair, droppings and debris) • incorrectly labelled or packaged raw materials • industrial sabotage (e.g. tampering anywhere through the production process) • accumulation of dusts from unclean environments
Control measures for physical contaminants	Control measures to reduce contamination may include: • use of personal protective equipment • clothing standards (e.g. enclosed hair and no jewellery) • metal detectors • rulings against glass in production or packaging areas • covering of raw materials and equipment • maintenance, cleaning and housekeeping programs

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• inspection schedules • reporting requirements and procedures • emergency procedures
Chemical contaminants	Chemical contamination includes the introduction of unwanted substances or an unplanned reaction between different products. Sources of chemical contamination include: • unwanted chemicals remaining on food preparation surfaces (e.g. cleaning chemicals) • chemicals remaining in food material after processing • too much or the wrong chemical added during manufacture • insecticide, pesticides, herbicides and antibiotics that build up during the growth cycle of the food source
Control measures for chemical contaminants	Control measures for chemical contaminants include safe handling of chemical contaminants, such as: • storing chemicals away from food production areas • using correct containers for storing and dispensing chemicals • correctly labelling chemicals in containers • calculating and applying correct quantities • ensuring chemical record sheets are filled in correctly
Microbiological contaminants	Microbiological contaminants include micro-organisms that in food that poison or spoil it. Types of micro-organisms associated with microbiological risks include: • fungi • yeasts • moulds • viruses • bacteria
Control measures for biological contaminants	Control measures for biological contaminants include:

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• temperature and climate controls • personal hygiene standards • storage and processing conditions • chemical controls • housekeeping standards • pest controls
Allergens	Allergens include: • food substances, such as nuts, milk products • pollen and grain

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP3002A Set up a production or packaging line for operation

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up multiple production or packaging processes and/or conduct multiple process changeovers for operation by others.

Application of the Unit

Application of the unit	This unit is appropriate where setup and/or changeovers are not carried out by the equipment or process operator. This unit has application in a food processing production environment. It typically targets the production worker responsible for machine setup.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare for line setup	1.1. Materials are confirmed and available to meet production requirements 1.2. Equipment and related accessories are confirmed, available and fit for use to meet production requirements 1.3. Tools and equipment required for line setup are available, operational and fit for use 1.4. Processing parameters and settings are identified to meet production or packaging requirements
2. Set up the line for operation	2.1. Cleaning and maintenance requirements and status are identified and confirmed 2.2. Equipment is inspected to confirm condition 2.3. Machine settings are selected or adjusted as required to meet safety and production requirements 2.4. Processing or packaging parameters are entered as required to meet production requirements 2.5. Equipment performance is checked and adjusted as required 2.6. Pre-start checks are carried out as required by workplace requirements 2.7. Line setup is completed to match production or packaging schedule and operating requirements 2.8. The line is ready and safe to operate and any

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	maintenance requirements are reported according to workplace reporting requirements 2.9. Work is conducted in accordance with workplace environmental guidelines 2.10. Relevant personnel are notified of setup completion

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access production/packing schedule and related information to identify line setup/changeover requirements, such as checking product sequencing and compatibility, confirming that the required cleaning and/or sanitation has occurred and required packaging components and consumables are available as appropriate
- select, fit and use personal protective clothing and/or equipment
- confirm supply of necessary equipment and related attachments, materials and services for production
- confirm supply of necessary equipment and services to carry out setup operations
- set and/or adjust equipment to meet production/packaging requirements, including selecting the required parameters or equipment settings, and changing processing set points as required
- position safety guards and cancel isolation/lockouts ready for operation
- confirm that sensors and related feedback instruments are correctly positioned and operational
- operate equipment to confirm equipment setup and make final adjustments as required
- time setup activities to meet production requirements
- advise affected work areas/personnel of completion of setup
- maintain work area to meet housekeeping standards
- load and/or position materials/ingredients/product and/or packaging consumables according to enterprise procedures
- use the control panel/system to set and adjust equipment components according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • basic operating principles of equipment and related accessories, including equipment adjustment points, range and location/alignment requirements of sensors and related feedback instruments, and status and purpose of guards • operating capacities of equipment used in the work area, such as different types of equipment and/or components as required by processing operations • nature of setup/changeover requirements, such as product compatibility and related cleaning requirements, impact of variation in materials or product on setup requirements, equipment and/or attachment changeovers related to given products • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • pre-start checks required by setup/changeover • related processes and personnel dependent on line setup, and communication responsibilities • isolation, lock out and tag out procedures and responsibilities • occupational health and safety (OHS) hazards and controls • procedures and responsibility for reporting equipment performance information • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • routine maintenance requirements and procedures where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and	Evidence of ability to:

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
evidence required to demonstrate competency in this unit	• conduct pre-start checks on machinery used for production to determine cleaning, maintenance and operation readiness • determine production parameters and requirements • set up line according to production requirements • take corrective action in response to typical faults and inconsistencies • complete workplace records and communicate line status with other personnel as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • production/packaging schedule and related advice on setup/changeover requirements • cleaning records/clearance as required • information on equipment capacity and operating parameters • process/packaging equipment and related accessories and services • materials/consumables required by the process • hand tools as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2011A Conduct routine maintenance • FDFOP2030A Operate a process control interface.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Food Standards Code and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • standard forms and reports
Equipment adjustment	Equipment adjustment may include: • limited use of hand tools, such as Allen keys and screwdrivers, within level of responsibility
Confirming cleaning requirements and status	Confirming cleaning requirements and status may involve: • accessing cleaning records

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP3003A Operate interrelated processes in a production system

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate and adjust interrelated processes in a production system.

Application of the Unit

Application of the unit	This unit applies to senior operators who are applying skills and knowledge of the operational requirements of the production system for the industry in which it is applied. While the unit does not have specific prerequisites, it is not an entry level unit covering skills and knowledge required for operation of individual items of equipment and individual processes. The unit instead provides the skills and knowledge required for the coordination of multiple processes in a production system at an operational level. Where sector-specific senior operator technical skills are required, a relevant sector specific specialist elective unit should be selected. A system typically involves a series of interrelated processes that must be coordinated and concurrently operated to produce the required outcome. Individual processes may be directly operated, automated and/or operated by others. System operation requires higher level planning and problem solving skills applied to the series of processes than is required when operating an individual unit of equipment or multiple pieces of the same equipment. This unit does not supply skills related to the implementation of lean and competitive manufacturing

© Commonwealth of Australia, 2025 Skills Insight

	related skills to improve system performance. Where these skills are required the relevant Manufacturing Skills Australia (MSA) competitive manufacturing elective units should be selected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the production system for operation	1.1. Equipment, materials and services are confirmed and available to meet production requirements 1.2. Cleaning requirements and equipment status are

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	identified and confirmed 1.3. Machine settings are selected or adjusted as required to meet safety and production requirements 1.4. Processing/operating parameters are entered as required to meet production requirements 1.5. Materials, ingredients and/or product are loaded or positioned as required to meet production requirements 1.6. Pre-start checks are carried out as required by workplace requirements 1.7. Equipment performance is checked and adjusted as required 1.8. Equipment is ready and safe to operate
2. Operate and monitor the production system	2.1. The system is started up and operated according to company procedures 2.2. System equipment components are monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The production system is monitored to confirm that specifications are met 2.5. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines
3. Hand over production system operation	3.1. Workplace records are maintained according to workplace recording requirements 3.2. Handover is carried out according to workplace procedures 3.3. Process operators are aware of system and related equipment status at completion of handover
4. Shut down the production system	4.1. The appropriate shutdown procedure is identified 4.2. The system is shut down according to workplace procedures 4.3. Maintenance requirements are identified and reported
5. Contribute to continuous	5.1. System performance is reviewed against output

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
improvement of the production system	plan/targets 5.2. Opportunities for system improvement are identified and investigated 5.3. Proposals for improvement are developed and implemented within company planning arrangements, authority levels and according to company procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access production schedule and related information to identify system output and operating requirements, such as planning daily production schedules and/or modifying plans to respond to operating conditions and customer requirements
- liaise with relevant work areas to confirm and/or secure necessary materials, services, equipment and labour to meet production requirements
- confirm supply of necessary equipment and related attachments, materials and services
- select, fit and use personal protective clothing and/or equipment
- set and/or adjust equipment to meet process output requirements, including inspecting equipment condition to identify any signs of wear, confirming selection of appropriate settings and/or related parameters, ensuring that isolation or lock outs are cancelled as required, confirming that equipment is clean and correctly configured for processing requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational (checks may be done by the system operator or involve observing/supporting others setting and adjusting equipment and conducting pre-start checks)
- load and/or position materials, ingredients and/or product as required
- operate and monitor the production system, such as use of a process control system and/or observing/supporting others to follow correct operating procedures
- monitor materials flow and work-in-progress through the system
- confirm that the system operates within specified parameters and inspection/ control points are monitored
- determine responses to out-of-specification results or non-conformance within level of responsibility

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• monitor operating efficiencies of the system, including recognition of signs and symptoms of faulty equipment and early warning signs of other potential problems • investigate, resolve and/or report problems and faults • plan scheduled events to minimise disruption to production • conduct/coordinate product or batch changeovers • conduct/coordinate shift handovers • review and maintain procedures to support system improvements • maintain work area to meet housekeeping standards • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • purpose and basic principles of the production system, including the system process flow, the interrelationships of each process to identify the impact of variation on related processes, and optimisation options • basic operating principles of equipment and related accessories used by the system, including equipment adjustment points, status and purpose of guards, and range and location/alignment requirements of sensors and related feedback instruments • operating capacities of equipment used in the system, such as different types of equipment and/or components as required by processing/packaging operations • related systems and responsibilities for interaction, such as related production systems, services supply, packaging/warehousing, maintenance, laboratory/quality assurance and planning and scheduling • product characteristics and common types of variation in materials and/or ingredients used, including the effect of variation on each stage of the system and scope to adjust or correct • typical production related problems, including equipment faults, common causes and warning signs, incorrect or poor supply of materials, incorrect settings and poor operator control • relevant procedures, specifications and operating parameters for the system and the individual processes • isolation, lock out and tag out procedures and responsibilities • hazards, risks, controls and methods for monitoring processes within the system, including occupational health and safety (OHS), food safety, quality and environmental hazards and risks • workplace system and approach to equipment maintenance • process improvement procedures and related consultative arrangements • troubleshooting procedures and problem solving techniques • communication responsibilities to inform related work areas/support functions and

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
other shifts of operational status and production issues • procedures and responsibility for reporting production and performance information

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on production system components • confirm machine setup is ready to achieve production requirements • correctly use required personal protective equipment • start, operate, monitor and adjust process equipment throughout the system to achieve required quality outcomes • identify system problems and take corrective action • conduct operational handovers • shut down system • identify and investigate opportunities for operational improvements within areas of responsibility • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• production schedule and related advice on system requirements • information on equipment capacity and operating parameters • production system equipment and related accessories and services • materials/consumables required by the process • communication and recording systems and procedures.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2030A Operate a process control interface • FDFPPL3003A Support and mentor individuals and groups.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling,

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Food Standards Code and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • performance records and reports
Systems	A system typically involves: • a series of interrelated processes that must be coordinated and concurrently operated to produce the required outcome
System operation	System operation may involve: • coordination of operators of system components
Handovers	Handovers may be done: • in person or via recording/communication systems according to workplace arrangements
Operation and monitoring of equipment and system processes	Operation and monitoring of equipment and system processes typically requires: • the use of control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)
Confirming cleaning requirements and status	Confirming cleaning requirements and status may involve: • accessing cleaning records

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP3004A Operate interrelated processes in a packaging system

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to set up, operate and adjust interrelated processes in a packaging system.

Application of the Unit

Application of the unit	This unit applies to senior operators who are applying skills and knowledge of the operational requirements of the packaging system for the industry in which it is applied. While the unit does not have specific prerequisites, it is not an entry level unit covering skills and knowledge required for operation of individual items of equipment and individual processes. The unit instead provides the skill and knowledge required for the coordination of multiple processes in a packaging system at an operational level. Where sector-specific senior operator technical skills are required, a relevant sector specific specialist elective unit should be selected. The system will typically involve a series of interrelated processes that must be coordinated and concurrently operated to produce the required outcome. Individual processes may be directly operated, automated and/or operated by others. System operation requires higher level planning and problem solving skills applied to the series of processes than is required when operating an individual unit of equipment or multiple pieces of the same equipment. This unit does not supply skills related to the implementation of lean and competitive manufacturing

© Commonwealth of Australia, 2025 Skills Insight

	related skills to improve system performance. Where these skills are required the relevant Manufacturing Skills Australia (MSA) competitive manufacturing elective units should be selected.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare the packaging system for operation	1.1. Equipment, materials and services are confirmed and available to meet packaging requirements 1.2. Cleaning requirements and equipment status is

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	identified and confirmed 1.3. Machine settings are selected or adjusted as required to meet safety and production requirements 1.4. Operating parameters are entered as required to meet production requirements 1.5. Product and/or packaging components and consumables are loaded or positioned as required to meet packaging requirements 1.6. Pre-start checks are carried out as required by workplace requirements 1.7. Equipment performance is checked and adjusted as required 1.8. Equipment is ready and safe to operate
2. Operate and monitor the packaging system	2.1. The system is started up and operated according to company procedures 2.2. System equipment components are monitored to identify variation in operating conditions 2.3. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.4. The system is monitored to confirm that packaging specifications are met 2.5. Out-of-specification product/packaging outcomes are identified, rectified and/or reported to maintain the process within specification 2.6. The work area is maintained according to housekeeping standards 2.7. Work is conducted in accordance with workplace environmental guidelines
3. Hand over packaging system operation	3.1. Workplace records are maintained according to workplace recording requirements 3.2. Handover is carried out according to workplace procedures 3.3. Process operators are aware of system and related equipment status at completion of handover
4. Shut down the packaging system	4.1. The appropriate shutdown procedure is identified 4.2. The system is shut down according to workplace procedures 4.3. Maintenance requirements are identified and reported
5. Contribute to	5.1. System performance is reviewed against output

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
continuous improvement of the system	plan/targets 5.2. Opportunities for system improvement are identified and investigated 5.3. Proposals for improvement are developed and implemented within company planning arrangements, authority levels and according to company procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • access production/packaging schedule and related information to identify packaging output and operating requirements, such as establishing daily packaging priorities and/or modifying plans to respond to customer requirements • liaise with relevant work areas to confirm and/or secure necessary materials, services, equipment and labour to meet production requirements • confirm supply of necessary equipment and related attachments, materials and services • select, fit and use personal protective clothing and/or equipment • set and/or adjust equipment to meet packaging requirements, such as inspecting equipment condition to identify any signs of wear, confirming selection of appropriate settings and/or related parameters, ensuring that isolation or lock outs are cancelled as required, confirming that equipment is clean and correctly configured for packaging requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational (checks may be done by the system operator or involve observing/supporting others setting and adjusting equipment and conducting pre-start checks) • load and/or position product, packaging components and consumables as required • operate and monitor the packaging system, such as use of a process control system and/or observing/supporting others to follow correct operating procedures • monitor materials flow and work-in-progress to and from the packaging system • confirm that the packaging system operates within specified parameters and inspection/control points are monitored • determine responses to out-of-specification packaging or non-conformance within level of responsibility

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- monitor operating efficiencies of the system, including recognition of signs and symptoms of faulty equipment and early warning signs of other potential problems
- investigate, resolve and/or report problems and faults
- plan scheduled events to minimise disruption to production
- conduct/coordinate product/packaging changeovers
- conduct/coordinate shift handovers
- review and maintain procedures to support system improvements
- maintain work area to meet housekeeping standards
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- purpose and basic principles of the packaging system, including the process flow and the interrelationships of each previous processes that can affect packaging outcomes, packaging technology, and packaging equipment components
- basic operating principles of equipment and related accessories used by the system, including equipment adjustment points, status and purpose of guards, and range and location/alignment requirements of sensors and related feedback instruments
- operating capacities of equipment used in the system, such as different types of equipment and/or components as required by processing/packaging operations
- related systems and responsibilities for interaction, such as related production and further packaging/storage stages, services supply, maintenance, laboratory/quality assurance and planning and scheduling
- technical knowledge of product/packaging characteristics and the main factors that impact on shelf-life
- typical packaging related problems, including equipment faults, common causes and warning signs, incorrect or poor supply of materials and finished product, incorrect settings and poor operator control
- relevant procedures, specifications and operating parameters for the system and the individual processes
- isolation, lock out and tag out procedures and responsibilities
- hazards, risks, controls and methods for monitoring processes within the system, including occupational health and safety (OHS), food safety, quality and environmental hazards and risks
- workplace system and approach to equipment maintenance
- process improvement procedures and related consultative arrangements
- troubleshooting procedures and problem solving techniques
- communication responsibilities to inform related work areas/support functions and other shifts of operational status and production issues

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• procedures and responsibility for reporting production and performance information

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on packaging system components • confirm machine set up is ready to achieve packing requirements • correctly use required personal protective equipment • start, operate, monitor and adjust process equipment throughout the system to achieve required quality outcomes • identify system problems and take corrective action • conduct operational handovers • shut down system • identify and investigate opportunities for operational improvements within areas of responsibility • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • safely shut down equipment • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • production schedule and related advice on system

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	requirements • information on equipment capacity and operating parameters • packaging system equipment and related accessories and services • product, packaging components and consumables as required by the process • communication and recording systems and procedures.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2030A Operate a process control interface • FDFPPL3003A Support and mentor individuals and groups.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling,

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Food Standards Code and reference to food safety is replaced by GMP
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • performance records and reports
System operation	A system typically involves a series of interrelated processes that must be coordinated and concurrently operated to produce the required outcome. System operation may involve: • coordination of operators of system components
Handovers	Handovers may be done: • in person or via recording/communication systems according to workplace arrangements
Operation and monitoring of equipment and system processes	Operation and monitoring of equipment and system processes typically requires: • the use of control panels and systems
Shutdown procedures	Shutdown procedures may include: • cleaning (in some cases cleaning may be carried out by a dedicated cleaning crew)

Unit Sector(s)

Unit sector	Operational

© Commonwealth of Australia, 2025 Skills Insight

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP3005A Prepare food products using basic cooking methods

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to prepare food products using basic cooking methods.

Application of the Unit

Application of the unit	This unit has application in a food production environment, including retail outlets for bread, cakes and other baked products, and enterprises where food production processes involve cooking of products. Operators requiring this competency would typically be required to follow specific recipes to value-add to food products.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		
	FDFFS2001A	Implement the food safety program and procedures

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Select and handle cooking tools and equipment	1.1. Work area is prepared for operations and hygiene standards confirmed 1.2. Cooking utensils required for work are identified, handled and stored safely and according to workplace procedures 1.3. Equipment and machinery required for cooking operation is identified and prepared 1.4. Maintenance requirements for knives and other utensils are identified and implemented 1.5. Food safety requirements are implemented at all times when handling and using cooking utensils and equipment
2. Prepare ingredients	2.1. Major food group classifications are identified 2.2. Range of ingredients typically used in the workplace are identified, and their characteristics and effect on food quality and taste described 2.3. Recipe is examined and required ingredients identified 2.4. Sequence for preparation is determined 2.5. Ingredients are selected and quantity and quality confirmed using measuring or weighing devices or sensory analysis techniques 2.6. Ingredients are prepared and assembled according to

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	recipe requirements 2.7. Ingredients are stored according to workplace procedures
3. Use basic cooking methods	3.1. Range of basic cooking methods are identified and their effect on quality, taste and nutritional value described 3.2. Cooking methods required by recipe are identified and sequence determined 3.3. Cooking method is applied to achieve quality standards for food item 3.4. Typical problems are identified and addressed 3.5. Cooking utensils and equipment is used according to manufacturer's instructions 3.6. Waste minimisation and environmental considerations are applied during cooking process 3.7. Cooking area, utensils and equipment are cleaned and stored according to workplace standards
4. Finish product	4.1. Cooked ingredients are transferred for further processing 4.2. Final product is assembled and presented or packed according to recipe or operating requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • identify and access ingredients • identify the major food group classifications • read and interpret recipe requirements • safely and correctly use work utensils and equipment • interpret numerical information on quantities and conduct measurements • apply safe work and food safety standards • select, fit and use personal protective clothing and/or equipment • plan operations • identify cooking problems and take corrective action, such as reporting

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
abnormalities or problems, repeating processes and/or making required adjustments • maintain work area to meet housekeeping standards
Required knowledge
Knowledge of: • uses and characteristics of basic food ingredients • major food groups and classifications • principles of basic cookery • food safety standards in the workplace • common terminology used in cooking

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • prepare and use utensils and equipment safely and according to work procedures • identify major food groups and uses and effects of ingredients used in food products • prepare food products using basic cookery methods on more than one occasion • identify and address common cooking problems • apply safe work practices and food safety procedures • maintain cooking area according to workplace standards.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • recipes and work instructions • ingredients, utensils and equipment

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• cooking area facility.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements and industrial awards and agreements
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice, • recipes
Food products	Food products may incorporate a range of ingredients, such as: • meat • dairy • grains • herbs and spices • flavourings

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Utensils and equipment	Utensils and equipment may include: • ovens, microwaves and stoves • grills and griddles • deep-fryers and steamers • food processors • blenders, mixers and slicers • pans, pots and trays • knives • hand-held utensils
Basic cookery methods	Basic cookery methods must include: • boiling • poaching • steaming • stewing • braising • roasting • baking • grilling • shallow frying • deep-frying • stir-frying • pan-frying
Common cooking problems	Common cooking problems may relate to: • temperature • ingredient accuracy, quality and quantity • proportions and measurements • sequence of operations • timing

Unit Sector(s)

Unit sector	Operational

© Commonwealth of Australia, 2025 Skills Insight

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFOP3006A Identify cultural, religious and dietary considerations for food production

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to identify cultural, religious and dietary considerations when preparing food products or determining the suitability of food products to meet specific customer needs.

Application of the Unit

Application of the unit	This unit has application in a food production environment where the specific cultural, religious or dietary needs of customers have to be taken into account. The unit may apply to food production directly undertaken by the employee or to the determination of the suitability of food prepared by others for customers with specific cultural, religious or dietary needs. Specific needs include products required for cultural and religious events and festivals, production processes to comply with religious prescriptions, such as Halal and Kosher, and dietary requirements, such as low fat, gluten free, diabetic safe food, and so on.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Identify cultural and religious requirements of customers	1.1. Cultural and religious practices and events that influence food production requirements are identified 1.2. Food production methods and food products that cater for cultural and religious practices and events are identified 1.3. The suitability of current food production methods and current food products against cultural and religious requirements are assessed 1.4. If required, alternative processes and products are identified
2. Identify dietary requirements of	2.1. A range of specific dietary requirements and their

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
customers	impact on food production are identified 2.2. Food products that cater for dietary requirements are identified 2.3. The suitability of current food production methods and current food products are assessed against dietary requirements 2.4. If required alternative processes and products are identified
3. Identify common food-related allergies	3.1. Common food-related allergies are identified 3.2. Risk assessment is made of current products and processes against common food-related allergies 3.3. Procedures to avoid contamination with allergens are identified

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- use communication skills to interpret customer requests and suggest appropriate products that meet customer requirements
- access information on cultural, religious and dietary needs
- apply product knowledge to determine appropriate food products and processes to comply with cultural, religious or dietary considerations

Required knowledge

Knowledge of:

- ingredients of available products
- food production processes

Evidence Guide

EVIDENCE GUIDE

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • identify the food products commonly associated cultural, religious and dietary requirements • identify food processes commonly associated cultural religious and dietary requirements • identify common food allergens and contamination risks in the production process.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • work procedures, including advice on relevant product requirements, safe work practices, food safety, quality and environmental requirements • recipes and customer specifications • production equipment appropriate to product type • materials/ingredients to meet recipe requirements • ingredient pricing information • personal protective clothing, equipment and material safety data sheets (MSDS) as required • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards, Code including labelling, weights and measures legislation • legislation covering food safety, environmental management, occupational health and safety (OHS), anti-discrimination and equal opportunity
Workplace information	Workplace information can include: • verbal or written operating procedures • specifications • production schedules • recipe instructions
Specific cultural and religious needs	Specific cultural and religious needs may include: • foods prepared to cultural and religious dietary laws (e.g. Kosher and Halal) • national and regional food products • foods that mark significant events (e.g. Christmas, Ramadan, Easter, Rosh Hashanah, Passover, Zul Hijjah and weddings) • feasting • fasting • alcohol-free beverages • pork-free foods • beef-free foods • vegetarian

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Specific dietary needs	Specific dietary needs may include: • low GI • sugar free and/or fat free • dairy free • gluten free • flourless • rice flour • yeast free • low fat • low salt • vegetarian • vegan
Common allergies	Common allergies include allergies to: • dairy products • peanuts • wheat

Unit Sector(s)

Unit sector	Operational

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

FDFPO3001A Operate a chickway system

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to plan, set up and operate a carcass delivery system to deliver birds to the packaging area to meet production orders.

Application of the Unit

Application of the unit	This unit has application in a poultry production environment. It typically targets the production worker responsible for applying basic operating principles to the operation and monitoring of a chickway system.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the chickway system for operation	1.1. Computer program is selected and loaded to suit product 1.2. Line start up is controlled 1.3. Bird drop requirements are identified 1.4. System is set to meet production requirements
2. Monitor system operation	2.1. New orders are entered and system parameters set to meet requirements through the day 2.2. Priorities are adjusted to meet production and customer requirements 2.3. Weight ranges are monitored and system settings adjusted to meet customer orders 2.4. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.5. The system is monitored to confirm that specifications are met 2.6. Out-of-specification process outcomes are identified, rectified and/or reported to maintain the process within specification
3. Handover system operation	3.1. Workplace records are maintained according to workplace recording requirements 3.2. Handover is carried out according to workplace procedures 3.3. Process operators are aware of system and related equipment status at completion of handover
4. Shut down the	4.1. The appropriate shutdown procedure is identified

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
system	4.2. The system is shut down according to workplace procedures 4.3. Maintenance requirements are identified and reported 4.4. Work is conducted according to workplace environmental guidelines
5. Contribute to continuous improvement of the system	5.1. System performance is reviewed against output plan/targets 5.2. Opportunities for system improvement are identified and investigated 5.3. Proposals for improvements are developed and implemented within company planning arrangements and according to company procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- access kill plan, customer orders and related information to plan order priorities
- select and load required program
- apply basic standard deviation to analyse weight distribution of flock
- operate control system to start conveyors
- confirm that birds available match production order requirements
- select system settings to deliver birds of required weight, type, grade and number to required production areas at the time required
- modify system parameters to respond to operating conditions and bird supply
- monitor system operation, such as monitoring:
  - timely flow and delivery of birds to meet production requirements
  - pace of delivery to production area to match work flow
  - system alarms
  - weight ranges to confirm match with delivery requirements
- liaise with relevant departments to respond to customer requirements
- identify out-of-specification performance and take corrective action, such as responding to out-of-specification weight, drop position and sensor errors
- demonstrate system shutdown procedure

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• monitor operating efficiencies of the system and investigate, resolve and/or report problems • report on system performance as required by workplace reporting arrangements • conduct computer system maintenance as required to clear computer for new start • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • system configuration, including system flow, layout and drop points • customer ordering procedures, including common terms used to describe product and order requirements, and criteria to apply to prioritise customer orders • basic operating principles of equipment and programs used to deliver the required birds to the correct locations within constraints of birds available and to generate system reports • the main alarms and corrective action required • location/alignment requirements of sensors and related feedback instruments located in the system hardware • limits and ranges to adjust for weight distribution • related systems/activities and responsibilities for interaction, such as related planning and scheduling, sales/customer service, bird receival, kill and evisceration, and packing • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • isolation, lock out and tag out procedures and responsibilities • hazards, risks, controls and methods for monitoring processes within the system, including occupational health and safety (OHS), food safety, quality and environmental hazards and risks • workplace system and approach to equipment maintenance • process improvement procedures and related consultative arrangements (e.g. an understanding of options to minimise giveaway) • troubleshooting procedures and problem solving techniques • procedures and responsibility for reporting production and performance information

Evidence Guide

EVIDENCE GUIDE

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on chickway system • set computer settings to meet production requirements • start, operate, monitor and adjust process equipment to achieve required quality outcomes • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • conduct production handover • safely shut down equipment • apply food safety procedures to work practices • contribute to workplace improvements.
Context of and specific resources for assessment	Assessment must occur in the workplace where the assessee has access to: • personal protective clothing and equipment • kill schedules, customer orders and related advice on system requirements • information on equipment capacity and operating parameters • system equipment, software and related accessories and services • birds and packing hall • communication and recording systems and procedures.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2015A Apply principles of statistical process

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	control • FDFOP2030A Operate a process control interface.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standard Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • kill plan • customer orders • performance records and reports
Chickway system operation	Chickway system operation typically involves:

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• planning, coordination and troubleshooting within level of authority System operation may involve: • coordination of other operators A chickway system involves: • use of a computer to control the conveyor system that delivers birds of a given size, weight and grade to the required locations for packing or further processing
Handovers	Handovers may be done: • in person or via recording/communication systems as required by workplace arrangements
Operation and monitoring of equipment and system processes	Operation and monitoring of equipment and system processes requires: • the use of control panels and systems

Unit Sector(s)

Unit sector	Poultry

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

FDFPO3002A Debone and fillet product (manually)

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to manually debone and fillet poultry.

Application of the Unit

Application of the unit	This unit has application in a poultry production environment.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the deboning/filleting equipment and process for operation	1.1. Washed and chilled carcasses or pieces are available to meet production requirements 1.2. Equipment components are clean and set to meet operating requirements 1.3. Equipment performance is checked and adjusted as required 1.4. Pre-start checks are carried out as required by workplace requirements
2. Monitor deboning/filleting process operation	2.1. Carcasses or pieces are delivered to the boning area 2.2. Carcasses or pieces are inspected to confirm quality specifications are met 2.3. Bones are removed and fillets prepared to meet specification 2.4. Equipment is monitored to identify variation in operating conditions 2.5. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.6. Work is conducted in accordance with workplace environmental guidelines 2.7. Workplace is maintained according to housekeeping standards 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the deboning/filleting process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down according to workplace procedures 3.3. Maintenance requirements are identified and reported according to workplace reporting

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills

Ability to:
• access workplace information to identify deboning/filleting process requirements
• select, fit and use personal protective clothing and/or equipment, including wearing of mesh gloves or similar protective clothing
• confirm supply of necessary carcasses or pieces and related equipment, such as tubs, crates and/or bins
• conduct pre-start checks, such as inspecting knife and related equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, confirming that equipment is clean and correctly configured for deboning/filleting process requirements, positioning sensors and controls correctly, ensuring any scheduled maintenance has been carried out, and confirming that all safety guards are in place and operational
• debone and fillet product to meet specifications, including demonstration of a range of cuts to required quality, time and yield
• monitor boning and filleting process, such as:
  • product quality
  • clean removal of skin and bones as required
  • removal of fat, gristle, spots or bruised flesh
  • no bone fragments remain in product
  • yield
  • knife sharpness
• monitor supply and flow of carcasses/pieces to the process
• take corrective action in response to out-of-specification results
• respond to and/or report equipment failure within level of responsibility
• locate emergency stop functions on equipment
• follow isolation and lock out/tag out procedures as required
• complete workplace records as required
• maintain work area to meet housekeeping standards
• use process control systems according to enterprise procedures
• conduct routine maintenance according to enterprise procedures

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• clean and sanitise equipment according to enterprise procedures • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • purpose of the deboning/filleting process, including the skeletal structure of poultry products and the effect of this process on portion control and yield • quality characteristics to be achieved for the different types of cuts required, including the consequences of failing to remove bones and prepare fillets to specification • quality requirements of carcasses/pieces suitable for processing and effect of variation on process performance • basic operating principles of equipment used, including knife techniques, as well as related equipment components, such as conveyors • knife handling, sharpening, cleaning and storage procedures • the flow of the deboning/filleting process and the effect of outputs on downstream processes • typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems • contamination/food safety risks associated with the deboning/filleting process and related control measures • occupational health and safety (OHS) hazards and controls, including safety related to use of knives • isolation, lock out and tag out procedures and responsibilities • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the deboning and filleting process, including waste collection and handling procedures related to the process • basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment • routine maintenance procedures where relevant • cleaning and sanitation procedures where relevant

Evidence Guide

EVIDENCE GUIDE

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • conduct pre-start checks on equipment used for deboning • assess carcass or pieces to ensure quality • manually debone and fillet poultry • take corrective action in response to typical faults and inconsistencies • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • clean equipment • apply food safety procedures to work practices.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • personal protective clothing and equipment • work procedures, including advice on safe work practices, food safety, quality and environmental requirements • information on equipment capacity and operating parameters • production schedule/batch instructions • specifications, control points and processing parameters • deboning/filleting and related equipment and services • carcasses/pieces to be filleted • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	work role. An example could be: • FDFOP2004A Clean and sanitise equipment
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	Workplace information may include: • standard operating procedures (SOPs) • specifications • production schedules and instructions • manufacturers' advice • standard forms and reports
Typical cuts	Typical cuts may include:

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• Leonards cut • easy carve • Maryland • boning out a turkey buff • kiev
Deboning/filleting equipment	Deboning/filleting equipment may include: • cones • boning lines (conveyor) or static lines

Unit Sector(s)

Unit sector	Poultry

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFPPL2001A Participate in work teams and groups

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to work effectively with others to complete work activities.

Application of the Unit

Application of the unit	This unit can apply to participation in structured teams and informal work groups.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Identify team objectives	1.1. Team tasks, responsibilities and performance measures are identified and agreed 1.2. Tasks required to achieve goals and performance standards are discussed and agreed
2. Participate in planning work activity	2.1. Personal work tasks and roles are negotiated to ensure team goals and performance standards are met 2.2. Information is provided to contribute to planning work group activities 2.3. Personal skills are assessed to identify match with team skill needs 2.4. Personal workload is planned to meet team goals and performance standards
3. Complete work tasks and roles to meet team requirements	3.1. Work is undertaken to achieve team goals and performance standards 3.2. Communication between team members and with other work areas is appropriate and timely 3.3. Timely requests are made for assistance as required to meet team goals and performance standards 3.4. Assistance is provided to other team members to achieve team goals and performance standards 3.5. Work is conducted in accordance with workplace environmental guidelines

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • identify team objectives, responsibilities and performance standards • confirm and agree on work roles and responsibilities within the team • complete work responsibilities within agreed timelines • assess time and other resource requirements related to achieving own work responsibilities • identify problems and request assistance in a timely manner to achieve personal and team goals • use communication techniques appropriate to the audience • exchange constructive feedback with team members • participate effectively in team processes, including working with own team members and with other teams and work areas • support other team members to achieve team goals • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • procedures for establishing team goals and performance standards • methods used to measure achievement of personal and team goals • team goals and personal role in achieving work outcomes • group processes, including basic facilitation, negotiation and conflict resolution

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • identify team goals and expectations and personal role within the team • plan work to maximise outcomes for team • apply communication skills to engage with other participants • participate in and support the achievement of team goals.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • opportunities to participate in team processes • workplace arrangements for establishing company, workplace and team goals • methods used to measures and report on performance against targets or standards • resources required to achieve personal work requirements.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Policies and procedures	Work is carried out in accordance with company policies and procedures, regulatory and licensing requirements, legislative requirements and industrial awards and agreements
Personal and team measures	Personal measures may include: • achievement of work outcomes • performance appraisal systems Team measures may include • performance indicators
Teams	Teams refer to: • both defined teams and to work groups who interact to achieve work outcomes and/or to address a specific function or issue
Achieving team goals	Achieving team goals typically involves: • cooperation with own team members and with other teams and work areas
Workplace language	Everyday workplace language is used and may include: • commonly used technical terms
Communication systems	Communication systems reflect the culture of the workplace and the workforce. This may include: • communicating with people from diverse cultural backgrounds and with people with limited English language and literacy skills

Unit Sector(s)

Unit sector	People management/planning/logistics

Competency field

Competency field	

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFPPL3001A Participate in improvement processes

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers to skills and knowledge required to participate in performance improvement processes that involve systematic analysis of performance to identify and propose opportunities for improvement.

Application of the Unit

Application of the unit	This unit has application in a work environment where the worker has scope to investigate and participate in improvement processes. Where structured analysis and investigation is not required to participate in improvement programs, this unit does not apply.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Identify opportunities for improvement	1.1. Barriers to good practice or optimal performance are identified 1.2. Scope of issue or problem to be addressed is clearly defined
2. Identify information requirements	2.1. Data required to investigate improvement opportunity is identified 2.2. Appropriate data collection methods are selected 2.3. Additional resources available to support investigation are identified
3. Analyse the issue or problem	3.1. Techniques required to investigate nature of issue or problem are selected and applied 3.2. A detailed description of the issue or problem is developed 3.3. Possible causes are identified and tested 3.4. Options for improvement are identified and assessed
4. Recommend options for improvement	4.1. Preferred options are identified and described 4.2. Recommendations are presented in formats appropriate to the issue and the audience 4.3. Recommendations are consistent with data collected and analysed
5. Participate in implementing	5.1. Improvement trials are supported 5.2. Improvement proposals are evaluated and refined

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
improvement proposals	5.3. Operating procedures are updated and communicated to reflect implementation of improved practices 5.4. Improvement in performance is monitored

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- identify nature and scope of improvement opportunity
- consult others to confirm improvement opportunity definition
- determine data collection requirements and appropriate collection methods
- identify resources requirements to support investigation, such as negotiating access to resources as required, and where required, identifying expertise or improvement team members
- collect data, such as collecting samples and taking measurements
- determine and apply appropriate data analysis techniques
- draw conclusions based on the data collected and analysed
- communicate findings in forms appropriate to the nature of the issue and the audience
- receive and take account of feedback
- participate in related trials and/or changes to work practices arising from improvement proposals
- monitor and document results of trials/implementation and participate in modifying change to support ongoing improvement
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- objectives to be addressed by improvement proposals, such as quality, occupational health and safety (OHS), environmental management, cost, efficiency and job satisfaction

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• the context in which improvement occurs, including capital expenditure and labour budgets, equipment capacity and production targets • workplace approach to structuring improvement processes • resources available to the workplace to support improvement processes, including both internal and external resources • data collection and analysis techniques appropriate to the nature of the improvement opportunity and the workplace • communication techniques to support data collection, consultation and teamwork required to participate in improvement processes • documentation management systems to support changes in work practices to reflect improvement processes

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • identify opportunities for improvement and develop objectives and parameters for investigation • plan study and data collection methods • collect and analyse data and evidence to test ideas • present improvement plans with evidence to support rationale • implement and monitor improvement processes • apply safe work practices and identify OHS hazards and controls • ensure improvement plans reflect overall organisational objectives.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • information storage and retrieval systems

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	• relevant technical information and personnel resources • opportunities to interact with others using typical workplace communication processes • relevant workplace documentation.
Method of assessment	This unit should be assessed together with other units of competency relevant to the work role. Examples could be: • FDFOP2015A Apply principles of statistical process control • FDFOP2064A Provide and apply workplace information • FDFPPL2001A Participate in work teams and groups • PMBQUAL390A Solve problems using quality tools.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Process improvement	Process improvement is typically investigated and developed in consultation with others
Data analysis	Data analysis typically involves: • use of computer programs but may also be carried out manually
Problem solving tools	Problem solving tools can include but are not limited to:

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• fishbone diagrams/cause and effect diagrams • workflow analysis • Pareto diagrams • SWOT analysis

Unit Sector(s)

Unit sector	People management/planning/logistics

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFPPL3002A Report on workplace performance

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to collate and maintain workplace records to enable the monitoring and reporting of workplace performance.

Application of the Unit

Application of the unit	This unit would typically apply to a team leader or person responsible for monitoring and reporting on performance of a work area or section.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Identify recording and reporting requirements	1.1. The purpose of recording performance-related information is identified 1.2. Recording and reporting responsibilities are identified 1.3. Recording and reporting systems and formats are identified
2. Maintain workplace information	2.1. Records are complete, timely and accurate 2.2. Performance information is recorded in required format to meet workplace reporting requirements 2.3. Errors or discrepancies in recording are identified and corrected or notified to appropriate personnel 2.4. Variances are identified, investigated and reported according to workplace procedure 2.5. Requests for information are assessed, prioritised and addressed to meet required timelines
3. Maintain security of workplace information	3.1. Access levels and authorities are identified 3.2. Security of workplace records and reports is maintained 3.3. Security breaches are identified and reported to appropriate personnel

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • identify and use recording/reporting formats and systems • identify information security requirements and procedures for responding to/reporting a security breach • collect and collate information to be recorded as required • assess information to confirm that it is complete and accurate and follow up inaccurate recording with relevant personnel • identify significant performance variation, investigate and report cause/s • prepare reports in required format to meet reporting timelines • respond to information requests on a timely basis • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • the purpose and responsibilities for the information records and reports to be maintained or produced, including accuracy levels and timeliness of recording and reporting • techniques used to collate and assess information, including typical recording outcomes to identify unusual or incorrectly recorded information • likely causes of variation and related reporting responsibilities • information system access levels and codes, such as levels within software • communication skills relevant to reporting role

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • describe the reporting and recording systems and procedures for work area • record information on work performance in accordance with reporting procedures • report variances and inconsistencies • maintain security of work documentation.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • advice on workplace policies, codes of practice and procedures • workplace information/records • recording/reporting formats and systems.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out in accordance with company policies, procedures, regulatory and licensing requirements, legislative requirements and

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	industrial awards and agreements
Information recorded and reported	Information recorded and reported may include but is not limited to: • collation of information recorded by others, such as timesheets, log sheets, recipes/specifications, operating procedures, production statistics, downtime, labour and materials usage levels
Recording systems	Recording systems may: • be carried out manually or involve the use of use of planning and systems control software, such as SAP and MRPII

Unit Sector(s)

Unit sector	People management/planning/logistics

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFPPL3003A Support and mentor individuals and groups

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to model appropriate work practices, provide feedback to groups and individuals and facilitate group processes.

Application of the Unit

Application of the unit	This unit applies to support provided to a team or work group. A person competent in this unit may or may not have formal responsibility for managing others.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Support others in the work area	1.1. Individuals are mentored to meet work requirements 1.2. Performance that is inappropriate is identified and corrective action taken 1.3. Feedback on performance is provided
2. Facilitate group processes	2.1. Purpose of group process is identified 2.2. Meeting procedures required to achieve an agreed outcome are determined and applied 2.3. Group members are engaged in the process 2.4. Clear outcomes are reached in a timely manner

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • model behaviour consistent with company policies and procedures • identify behaviour or performance that is unacceptable • structure interventions and feedback to clearly convey required standard of performance • apply appropriate explanation, demonstration, questioning and active listening techniques when interacting with others

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- provide feedback appropriate to the audience requirements
- recognise and respond appropriately to difference and diversity in the workplace
- provide and/or arrange opportunities to develop/practice appropriate skills
- plan group processes, including clearly identifying the purpose of the discussion or meeting, confirming the appropriate people are available and planning a basic outline of the approach and/or agenda
- facilitate meetings, including confirming with group members the purpose of the discussion or meeting, engaging people in discussion and assisting the group to reach an agreed outcome within the allotted timeframe
- record meeting outcomes
- follow up group processes, including identifying actions required to follow up outcomes of a discussion or meeting
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- company policies and procedures as they apply to the work area, including areas covered by legislation, such as sexual harassment, equal employment opportunity (EEO)/affirmative action, anti-discrimination, racial vilification and workplace bullying, occupational health and safety (OHS), food safety and environmental management
- industry awards and enterprise agreements to develop an awareness of the main issues covered as they affect day-to-day work arrangements
- systems and programs in the workplace to support development and mentoring of others
- relevant resources to support mentoring role and responsibilities
- techniques for structuring and explaining work-related information to meet the needs of people in the work area
- interpersonal skills, including appropriate questioning, listening and feedback techniques
- training/assessment arrangements in the workplace and related responsibilities
- boundaries of responsibility and related procedures for feedback, counselling and disciplinary procedures
- formal arrangements and responsibilities for consulting others relating to work role
- meeting procedures and recording requirements as relevant in the workplace

© Commonwealth of Australia, 2025 Skills Insight

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • model behaviour and performance consistent with company policy and procedures • support others in their behaviour and performance • provide feedback on performance and take corrective action on inappropriate behaviours • plan and organise group meetings or activities to engage participation • support group meetings to gain clear outcomes.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • advice on workplace policies, codes of practice and procedures • opportunities to interact with others using typical workplace communication processes • typical group forums, such as structured group discussions, committee meetings and work groups • workplace systems and procedures for consultation, feedback, counselling and discipline • advice on conditions of employment and entitlements • information systems, including recording and retrieval systems.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2005A Work in a socially diverse environment • FDFPPL3004A Lead work teams and groups.
Guidance information for	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
assessment	a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out in accordance with company policies, procedures, regulatory and licensing requirements, legislative requirements and industrial awards and agreements
Mentoring and feedback arrangements	Mentoring and feedback arrangements may be: • formal or informal
Corrective action	Corrective action may include: • reporting an incident to a more senior person as appropriate
Group processes	Group processes may include: • formal meeting procedures and informal discussions • group meetings
Communication systems	Communication systems reflect the culture of the workplace and the workforce. This may include: • communicating with people from diverse cultural backgrounds and with people with limited English language and literacy skills
Meeting procedures	Meeting procedures include: • developing an agenda • seeking input • recording actions arising and working towards

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	an agreed outcome within time allocation

Unit Sector(s)

Unit sector	People management/planning/logistics

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFPPL3004A Lead work teams and groups

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to plan to achieve work requirements, secure resources and monitor the outputs of a work team or group.

Application of the Unit

Application of the unit	This unit can apply to people with formal responsibility for team/group leadership and to those with occasional responsibility for this role.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Negotiate and communicate team objectives	1.1. Team goals, tasks and responsibilities are communicated and agreed with team members 1.2. Team performance standards and measures are communicated and agreed with team members
2. Plan the work activity	2.1. Individual roles and responsibilities of team members are assigned in consultation with others 2.2. Work roles are allocated to take account of team goal and the skills and expertise of each team member 2.3. Resources required to achieve work outcomes are identified and secured 2.4. Development needs of team members are identified and addressed
3. Manage team work to achieve required outcomes	3.1. Work progress is monitored against timelines and performance measures 3.2. Team members are kept informed of progress towards achieving team performance indicators 3.3. Potential barriers to achieving team goals are identified and corrective action taken 3.4. Team performance variances are identified, investigated and reported according to workplace reporting requirements 3.5. Team members are encouraged to actively contribute to team growth and development 3.6. Workplace information systems and procedures are followed to record and report on team performance

© Commonwealth of Australia, 2025 Skills Insight

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- communicate and agree on team goals, performance standards and performance measures within the context of workplace arrangements for team or group work
- establish and secure resources, such as labour (crew levels and competency profiles) and other resources as required
- develop plans and schedules to achieve team goals, including the ability to assess impact of planning decisions on related issues, such as impact on other work areas, resource utilisation and costs
- facilitate group processes, including mediating and resolving different interests, personal and work styles as required and encouraging/providing opportunities for active participation of team members
- allocate and negotiate work roles and responsibilities in consultation with team members to match work requirements and skills and abilities of team members
- identify and address learning needs of team members
- provide a mentoring role to team members
- monitor team outputs against objectives and make adjustments as required to achieve plan
- monitor resource utilisation against plan
- provide feedback on team and individual performance according to workplace feedback procedures
- represent and advocate on behalf of the team in other workplace forums as required
- use communication techniques appropriate to the audience, such as communicating with people from diverse cultural backgrounds and with people with limited ability to speak or understand English
- record information on team performance as required
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- facilitation techniques and communication skills to support the active engagement and participation of team members in team processes
- work procedures relevant to team tasks and related occupational health and safety (OHS), food safety, quality and environmental management issues, hazards and control measures

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• workplace planning and performance measurement systems and processes • methods used to measure achievement of personal and team goals • resource allocation systems used in the workplace as appropriate to secure relevant resources required by the team or group • work capacity, skills and knowledge of team or work group members in order to allocate roles appropriate to skill level and plan development opportunities • competency requirements of work functions, including any special work conditions that may be covered by additional licensing or certification requirements • duty of care when allocating work roles and responsibilities • competency identification and training arrangements in the workplace • communication skills required to represent and advocate on behalf of the team or work group • stages of team development • recording and reporting system and responsibilities

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • ensure all team members understand and agree to team goals and expectations and their personal responsibilities • plan team activity to take into account team goals, timelines, individual capabilities and resources • monitor outcomes against timelines and communicate progress with team members • apply interpersonal communication skills to engage and support team members • support positive outcomes for the individual and team.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • opportunities to facilitate team processes • workplace arrangements for establishing company, workplace and team goals • methods used to measure and report on performance against target • planning processes • resource management and allocation systems as appropriate • resources required to achieve team outcomes • competency recording and workplace training arrangements.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. An example could be: • FDFPPL3003A Support and mentor individuals and groups.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out in accordance with company procedures, regulatory and licensing requirements, legislative requirements and industrial awards and agreements

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
Personal and team measures	Personal measurement can include: • achievement of work outcomes • performance appraisal systems Team measures can include: • performance indicators
Responsibility for leading a team or group	Responsibility for leading a team or group may be: • a formal or informal role • an occasional role
Teams	Teams refer to: • both defined teams and to work groups who interact to achieve work outcomes and/or to address a specific function or issue
Communication systems	Communication systems reflect the culture of the workplace and the workforce

Unit Sector(s)

Unit sector	People management/planning/logistics

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

FDFPPL3005A Participate in an audit process

Modification History

November 2011: update to imported unit.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to participate in an internal audit process and is appropriate where internal audit processes are conducted to support externally audited programs.

Application of the Unit

Application of the unit	This unit has application where auditing occurs in an area that the person is not directly responsible for and where they are required to follow a formal, structured process. It is designed to support participation in auditing a range of programs designed to identify hazards, assess risk and implement control measures. These may include but are not limited to occupational health and safety (OHS), quality and environmental management. At this level, the person would typically work under direction and may be required to operate within established audit procedures, such as those outlined in ISO 10011. Participation implies that the person can participate in all stages of an audit but is not responsible for negotiating audit scope, allocating audit tasks to others or reporting on audit outcomes. When applied to the pharmaceutical industry, FDFPH2001A Apply Good Manufacturing Practice procedures should be selected to support the application of this unit. FDFPH2001A incorporates content covered in FDFOP2063A Apply quality systems and procedures, and can be used as an alternative to this prerequisite unit for this sector.

© Commonwealth of Australia, 2025 Skills Insight

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		
	FDFOHS2001A	Participate in OHS processes
	FDFOP2063A	Apply quality systems and procedures
	MSAENV272B	Participate in environmentally sustainable work practices

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Participate in planning an audit	1.1. Roles and responsibilities for participating in the audit are identified 1.2. The purpose and scope of the audit is identified 1.3. Information and resources required to conduct the audit are identified and located
2. Participate in	2.1. Information is collected that is adequate,

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
conducting an audit	representative and meets audit requirements 2.2. Information is analysed to assess adequacy of performance against program 2.3. Records are reviewed to confirm compliance with the program 2.4. Compliance with the program is observed in the workplace 2.5. Areas requiring corrective action are identified
3. Report and follow up audit outcomes	3.1. Situations presenting an imminent and serious risk to the program objectives are identified and reported immediately in accordance with reporting requirements 3.2. Audit reports are prepared to address audit scope requirements 3.3. The results of the audit are communicated according to audit purpose and requirements 3.4. A corrective action plan is developed

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- identify personal roles and responsibilities for participating in the audit process
- identify audit purpose, scope, steps and timelines
- identify and locate information required to conduct the audit
- review workplace documentation to confirm that required information is available
- prepare tools as required to collect information, such as checklists and interview schedules
- identify any changes that have occurred in the workplace since initiating the program or since the last program audit that could affect program outcomes
- apply appropriate questioning, observation and related communication skills to support information collection
- review records, conduct interviews, observe workplace practice and collect other relevant information as required to assess compliance with program requirements
- take immediate action to report non-conformities that present an imminent and

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
serious risk to the program objectives within level of responsibility • identify, investigate and record evidence of non-conformance and judge significance • assess the adequacy of the program by analysing the information collected against the program objectives • form conclusions on audit outcomes based on an objective assessment of evidence collected • report the findings of the audit in appropriate format • communicate audit outcomes within level of responsibility using techniques and presentation styles appropriate to the audience • where findings indicate either a failure to comply with the program or inadequacy of the program, participate in investigation of causes of failure and identification of corrective action options • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • the purpose and intent of the program being audited • personal roles and responsibilities in the audit process and related responsibilities of other members of the audit team • the purpose and stages involved in the audit process • workplace information and related information management systems • techniques for collecting information, including options, relevance and strengths and weaknesses of each method to ensure data is adequate and representative • data analysis methods relevant to the audit process • communication skills and techniques appropriate to the workplace • technical knowledge relevant to the program being audited in order to verify compliance and assess adequacy of existing control measures, including relevant industry standards • purpose and responsibilities for maintaining records

Evidence Guide

EVIDENCE GUIDE
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • identify the requirements and procedures for participating in the audit • identify the purpose and scope of the audit • collect, assess and provide information as required by the audit process • identify and act on inconsistencies or issues which may affect audit processes or outcomes • comply with audit requirements • follow up on audit outcomes.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • workplace program documentation • audit procedures and standards as applied in the workplace • advice on related legislation, industry standards and codes of practice • information systems and data collection technology • reporting formats/requirements • workplace/personnel as required to collect data/observe compliance.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. In addition, the following optional unit may be relevant: • BSBRES401A Analyse and present research information.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Audits	Audits may be conducted against workplace programs and/or legislative requirements. Audits may be undertaken for advisory or regulatory purposes and may be led by internal or external auditors
Information collection methods	Information collection methods include: • interviews • observation • review of workplace records • accessing relevant technical information
Corrective action plans	A corrective action plan identifies non-conformance, corrective actions, date by which action must be taken and any other follow up requirements

Unit Sector(s)

Unit sector	People management/planning/logistics

Competency field

Competency field	

© Commonwealth of Australia, 2025 Skills Insight

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFPPL3006A Establish compliance requirements for work area

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to identify compliance requirements that apply to work operations in own work area.

Application of the Unit

Application of the unit	This unit has application in a production environment where the experienced operator or supervisor is responsible for ensuring that compliance requirements are identified for work operations. This unit may be applied in relation to compliance requirements of occupational health and safety (OHS), food safety, feed safety or environmental management. At this level, the person would typically work under direction and is required to operate within established compliance procedures.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Identify compliance requirements	1.1. Existing operating procedures and specifications are reviewed to identify compliance requirements 1.2. Enquires are made to supervisors and specialist staff within the workplace to identify compliance requirements 1.3. Information from external organisations and regulatory authorities is accessed to determine compliance requirements 1.4. The purpose and scope of compliance requirement are identified
2. Establish compliance arrangements in work area	2.1. Compliance requirement is confirmed and communicated to other staff in work area 2.2. Briefings, training and other support are sought from internal and external support staff 2.3. Procedures for achieving and monitoring compliance in work area are identified in operating procedures 2.4. Procedures to follow for non-compliance event are identified

© Commonwealth of Australia, 2025 Skills Insight

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Ability to: • review operating procedures, specifications and other workplace data • identify internal and external support personnel • identify and locate required information to identify compliance requirements of own work area • identify procedures to follow for non-compliance events • use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor • work cooperatively within a culturally diverse workforce
Required knowledge
Knowledge of: • the purpose and intent of compliance • compliance policies and requirements relevant to own work area • workplace information and related information management systems • data assessment methods relevant to monitoringcompliance of own work area • purpose and responsibilities for maintaining records

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate	Evidence of ability to: • identify compliance requirements and procedures for

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
competency in this unit	own work area • identify the purpose compliance and consequences of non-compliance • identify and act issues which may affect establishing an effective compliance framework in work area • document compliance outcomes.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • workplace program documentation • compliance procedures and standards as applied in the workplace • advice on related legislation, industry standards and codes of practice • information systems and data collection technology • reporting formats/requirements • workplace/personnel access as required to collect data/observe compliance.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Compliance	Compliance may relate to: • requirements of OHS

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• food safety • feed safety • environmental management
Information collection methods	Information collection methods include: • observation • production data • review of workplace records • accessing relevant technical information

Unit Sector(s)

Unit sector	People management/planning/logistics

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFSUG222A Operate a waste water treatment system

Modification History

New Unit based on *SUGPWWT2A Operate a waste water treatment system*.

Unit Descriptor

This unit describes the outcomes required to operate waste water treatment systems to comply with workplace requirements, trade waste agreements and site environmental authority.

Application of the Unit

This unit has application in the sugar milling industry.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

There are no pre-requisite units for this competency standard.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Prepare the waste water treatment	1.1 Chemicals and test equipment are available and ready for use

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
process for operation	1.2 Services are confirmed as available and ready for operation 1.3 Pre-operational checks are conducted 1.4 Instrumentation and test equipment is calibrated to manufacturer's specifications to meet workplace requirements 1.5 Health and safety hazards/maintenance requirements are identified and reported to appropriate personnel according to workplace reporting procedures
2 Operate and monitor the waste water treatment process	2.1 The waste water system is started up according to company procedures 2.2 Plant is operated within limits of manufacturer's specifications to meet workplace requirements 2.3 Equipment is monitored to confirm operating condition 2.4 Waste water quality is monitored, tested and adjusted as required to meet water standards as defined by site licence 2.5 First flush systems are operated during rainfall events 2.6 The workplace meets housekeeping standards
3 Analyse and respond to abnormal performance	3.1 Water condition and plant operating conditions are analysed to identify causes of abnormal performance 3.2 Corrective action is taken in accordance with workplace procedures in response to hazards, out-of-specification test results and/or plant performance 3.3 Emergency procedures are implemented as required according to workplace procedures and manufacturer's recommendations
4 Handover waste water treatment system	4.1 Workplace records are maintained in accordance with statutory requirements and workplace procedures 4.2 Handover is carried out according to workplace procedure 4.3 Waste water treatment operators are aware of system status and related equipment at completion of handover
5 Shutdown the waste water treatment system	5.1 The waste water treatment system is shut down according to workplace procedures 5.2 The waste water treatment system is prepared for storage in shut down mode 5.3 Maintenance requirements are identified and reported according to workplace reporting procedure

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

© Commonwealth of Australia, 2025 Skills Insight

Required skills include:

Ability to:

- access workplace information to identify waste treatment requirements
- select, fit and use personal protective clothing and/or equipment
- confirm services are available and equipment is clean and ready for operation
- handle chemicals safely including follow correct preparation, handling and storage procedures and use of appropriate protective clothing and equipment
- conduct pre-start checks
- liaise with other work areas as required
- demonstrate wastewater system operating procedures in both manual and automatic modes
- demonstrate first flush system operating procedures in both manual and automatic modes
- monitor waste water system operation including monitoring:
  - chemical addition rates and residuals
  - temperatures
  - flow rates
  - equipment condition including calibration of instruments
  - tests as required
  - dissolved oxygen levels
  - pH levels
- conduct water quality tests
- take corrective action in response to out-of-specification results or non-compliance
- monitor supply and quality of waste water to and from the process
- report and/or record corrective action as required
- demonstrate emergency procedures to control chemical spills or other major incidents relevant to the workplace
- demonstrate shift handover procedure
- demonstrate an operational shut down procedure
- maintain workplace records to meet the requirements of the workplace and site environmental authority
- maintain work area to meet housekeeping standards

Required knowledge includes:

Knowledge of:

- relevant state OHS legislation, environmental acts and policies, standards and codes of practice relating to work responsibilities including awareness of standards set out in site license arrangements
- safe work procedures including awareness of health and safety hazards related to waste water system operation and associated control measures
- hierarchy of hazard control measures
- purpose and limitations of protective clothing and equipment
- methods used to render equipment safe to inspect, maintain and/or clean including lock-out,

© Commonwealth of Australia, 2025 Skills Insight

tag-out and isolation procedures
- water cycles for trade waste, storm water and sewerage including sources and flow patterns
- purpose and standards required by environmental agreements and responsibilities
- company policy relating to environmental performance
- consequences of non-conformance
- waste characteristics and treatment methods
- sampling and test procedures as appropriate
- purpose of chemicals used
- purpose of first flush systems and their relationship with the wastewater treatment system
- operating requirements and parameters
- water quality sampling and test procedures including the purpose of test and safe use, care and storage of relevant test equipment, interpretation and recording of results
- typical causes of non-conforming water quality and corrective action required
- equipment purpose and basic operating principles of waste water treatment equipment and methods
- requirements of both operational and long term shut down conditions to ensure the equipment is left in a safe state for the period of the shutdown and to minimise any delays in future start up
- housekeeping standards for the work area
- reporting and recording systems including both statutory and workplace requirements

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • handle chemicals safely • demonstrate wastewater system operating procedures • demonstrate first flush system operating procedures • conduct water quality tests • take corrective action in response to out-of-specification results or non-compliance • monitor supply and quality of waste water • report and/or record corrective action • demonstrate emergency procedures • demonstrate shift handover procedure

© Commonwealth of Australia, 2025 Skills Insight

	• demonstrate an operational shut down procedure.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • Waste water treatment systems and related chemicals • Test equipment • Relevant advice on environmental agreements • Operating procedures and related advice on equipment operation • Personal protective clothing and equipment • Communication systems and equipment • Housekeeping standards and procedures • Workplace information recording systems, requirements and procedures.
Method of assessment	Other units of competency relevant to the work role should be assessed in conjunction with this unit.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out in accordance with company policies and procedures, manufacturer's recommendations, legislative requirements, site licenses and trade waste service agreements and industrial awards and agreements. Legislation refers to environmental acts and regulations.
Workplace information	Workplace information can include: • Standard Operating Procedures (SOPs) • manufacturer's specifications
Equipment	Equipment may include

© Commonwealth of Australia, 2025 Skills Insight

	• screens • pH correction • oil/grease skimmers • settling and treatment ponds • aeration units • lagoons • first flush systems and wetlands • pumps and valves.
Equipment status	Confirming equipment status involves • conducting relevant pre-start checks • confirming that housekeeping standards are met • all safety guards are in place • equipment is operational.
Hazards	Hazards typically include handling chemicals, manual handling and flammable gases.
Equipment operation and monitoring	Operation and monitoring of equipment and processes typically requires the use of control panels and systems.
Tests	Typical tests may include • pH • solids • colour/turbidity • flow rate • settling rate • settled volume • DO • BOD/COD levels.
Teamwork	Work may require the ability to work within a team environment.
Information systems	Information systems may be print or screen based.

Unit Sector(s)

Sugar Milling.

© Commonwealth of Australia, 2025 Skills Insight

FDFTEC3001A Participate in a HACCP team

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to participate in the development and/or review of a HACCP-based food safety program under direction.

Application of the Unit

Application of the unit	This unit is appropriate where the operator requires a detailed understanding of the steps and techniques used to develop and review a HACCP-based food safety program. This unit can be aligned at either AQF 3 or 4. When aligned at AQF 3 the person would typically participate in the development of the food safety program as part of a group. The scope of contribution would typically be limited to their immediate work area. When this unit is applied at AQF 4 the person may take a lead role in facilitating the development of the food safety program and would apply an understanding of food safety across more diverse operations or work areas. This unit is based on and achieves part of the guideline food safety unit GFSDFSPA Develop food safety programs.

Licensing/Regulatory Information

Not applicable.

© Commonwealth of Australia, 2025 Skills Insight

Pre-Requisites

Prerequisite units		
	FDFFS2001A	Implement the food safety program and procedures

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Prepare to develop and/or review a food safety program	1.1. Roles and responsibilities for participating in, developing or reviewing a food safety program are identified 1.2. The scope of the food safety program is identified
2. Identify and/or review food safety hazards	2.1. Processes to be covered by the food safety program are identified and steps within each process are described 2.2. Food safety hazards that are reasonably expected to occur are identified for each process 2.3. Handling methods, processing techniques and existing support programs used in the workplace are identified
3. Establish and/or	3.1. Acceptable methods of control are established for

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
review methods to monitor and control food safety hazards	each food safety hazard that is reasonably expected to occur 3.2. Control methods are validated 3.3. Procedures for taking preventative action are established 3.4. Appropriate methods for monitoring that processes remain within control are established 3.5. Required corrective action to respond to situations where hazards are not effectively controlled is established 3.6. Work is conducted in accordance with workplace environmental guidelines

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- identify personal roles and responsibilities for participating in the development or review of a food safety program
- identify processes and steps to be covered
- identify hazards that are reasonably expected to occur and establish appropriate methods of control, such as participating in validating existing control methods and where there is no adequate control method in place, establishing an appropriate method
- establish or review procedures for implementing preventative action, such as revision of materials, processes and/or food handling procedures, and where required, the revision of workplace practices and documentation, such as specifications, operating procedures and approved supplier programs
- describe the appropriate monitoring requirements for each food safety hazard, including the method or procedure to be followed, the frequency and timing, the person responsible, and the information to be recorded (procedures to be followed would typically be specified in the form of a standard operating procedure or work instruction)
- describe corrective action requirements in the event that acceptable limits or

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

requirements of support programs are not met
- develop or review documentation relating to the design and maintenance of the food safety program, such as flow diagrams, hazard analysis charts and tables, support program requirements, data analysis reports, corrective action reports and verification reports
- develop or review documentation to communicate food safety responsibilities, such as standard operating procedures (SOPs), processing parameters and recording devices (e.g. log sheets)
- communicate food safety responsibilities within level of responsibility using techniques and presentation styles appropriate to the audience
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

Knowledge of:

- the purpose and intent of food safety legislation
- purpose and responsibilities for maintaining records as required by legislation and workplace procedures
- roles and responsibilities for development and maintenance of the food safety program, including roles of internal and external auditors and of authorised officers
- techniques for applying HACCP-based principles, including techniques for identifying hazards, assessing the likelihood of occurrence, determining acceptable methods of control, monitoring and recording requirements for each control point, identifying corrective action if controls are not met, and developing system review procedures
- techniques used to map operations and analyse food safety requirements, such as preparation of flow charts, hazard analysis charts and tables, and data analysis reports
- raw materials, ingredient and finished product composition and characteristics, and related handling and storage requirements
- food processing methods used in the workplace or work area and their effect on food safety
- sources of technical expertise on food safety requirements
- the role of consultation in the development, implementation and ongoing maintenance of the food safety program
- documentation and recording requirements to support communication and monitoring of the food safety program, including procedures for maintaining and updating relevant documents, such as operating procedures
- main types of food safety hazards/contamination likely to occur given the type of

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
product and processing methods used • conditions required for bacterial food poisoning to occur, such as water activity, pH, composition, time and temperature as relevant to food handled • acceptable control methods for the hazards identified and required corrective action when control requirements are not met • typical support programs, such as cleaning schedules, pest control, stock rotation, product traceability and personal hygiene, and how they can be used as part of a food safety program • acceptable control methods for the hazards identified and required corrective action when control requirements are not met • validation and verification processes and techniques and responsibilities

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • identify components and parameters of a food safety program • identify food safety hazards in production processes • establish and validate control standards and methods for each hazard • establish procedures for unpredicted hazards • communicate and document hazards and control procedures • complete workplace records • apply safe work practices and identify occupational health and safety (OHS) hazards and controls • apply food safety procedures.
Context of and specific resources for	Assessment must occur in a real or simulated workplace

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
assessment	where the assessee has access to: • workplace food safety program documentation • advice on quality and food safety legislation • procedures for developing or modifying specifications and other advice on food safety requirements • procedures for developing or modifying documentation, such as work instructions and procedures, log sheets and other recording requirements • review/audit arrangements • consultative mechanisms • communication systems • training system • reporting/recording system.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Food safety programs	A food safety program is a written document that specifies how a business will control all food safety hazards that are reasonably expected to occur in the food business. The food safety program must provide for the systematic

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	monitoring of the controls as well as appropriate corrective action if a hazard is found not to be under control. Records must be kept to demonstrate action in relation to, or in compliance with, the food safety program. A food safety program may be developed as a stand-alone program or may be integrated with the quality program in a workplace
Methods used to control hazards	Methods used to control hazards include: • both support programs and specific hazard control limits or requirements Typical examples of support programs include: • product recall • cleaning schedules • pest control programs • personal hygiene practices • calibration procedures and related operating procedures
Food safety hazards	Food safety hazards include: • microbiological • chemical • physical hazards
Validation	Validation refers to: • the use of objective evidence in order to prove that materials, processes, procedures or equipment used are capable of delivering the intended result
Verification	Verification refers to: • reviewing all aspects of the food safety program and related records to determine compliance with and adequacy of the food safety program At a minimum, food safety programs must be verified annually
Scope of the HACCP based plans	The scope of the HACCP-based plan depends on workplace requirements and may extend outside the direct area of responsibility of the team participants

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector(s)

Unit sector	Technical

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFTEC3002A Implement the pest prevention program

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to implement an existing pest management program.

Application of the Unit

Application of the unit	This unit has application in a food production environment. It typically targets the worker responsible for inspecting food products and implementing control procedures. In some states and territories, activities including purchasing and application of some pesticides are covered by licensing arrangements. Where this applies, the appropriate licence is a prerequisite for undertaking this unit. When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Food Standards Code and reference to food safety is replaced by GMP.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Monitor the implementation of pest prevention measures	1.1. Inspections are conducted to monitor the effectiveness of pest prevention measures 1.2. Signs of pest infestation are identified, analysed and reported 1.3. Hygiene standards are maintained to meet company requirements
2. Implement pest elimination procedures	2.1. Control measures suited to infestation are selected 2.2. Procedures for the elimination of pests are implemented 2.3. Records are maintained 2.4. Waste is collected, treated and disposed of according to company procedures 2.5. Work is conducted in accordance with workplace environmental guidelines

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
3. Review pest control programs	3.1. Pest infestation is monitored to confirm effectiveness of treatment method 3.2. The treatment program is modified within level of responsibility 3.3. Changes to the treatment program are reported to the appropriate personnel

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- recognise indicators of pest invasion
- select appropriate control method according to the control program in place
- select, fit and use personal protective clothing and/or equipment
- follow pest elimination procedures, such as preparing pesticides for use, applying pesticides according to company procedures and licensing arrangements, setting up and operating equipment, such as fumigation and other pesticide application equipment, and preparing and placing baits as required
- follow procedures to measure and monitor pest populations, such as sampling, testing and recording data
- review effectiveness of control methods and amend or recommend changes to program as required
- safely dispose of pesticides, residues, empty containers and pests
- monitor the implementation of housekeeping and cleaning standards
- conduct tests according to enterprise procedures, such as using instrumentation to measure the presence of airborne pesticides
- carry out basic maintenance required to support pest prevention measures according to enterprise procedures
- liaise with external contractors according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

Required knowledge

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
Knowledge of: • basic principles of integrated pest management (IPM), including identification of pest hazards, establishment of pest elimination methods and monitoring the effectiveness of these measures • methods used to prevent pest invasion suited to workplace and typical pest invasion, including appropriate work area and storage design features to minimise the possibility of pest infestation through building access points, packaging materials/requirements to protect product from pests and other physical and mechanical control measures • housekeeping and cleaning standards to minimise conditions which attract pests • food safety issues relating to the use of pesticides in a food handling area • characteristics and behaviour of each type of pest at each life cycle stage • conditions required by pests for survival • methods and procedures used to minimise pest resistance to elimination methods • range of pesticides used in the workplace • legislation, codes of practice and procedures relating to the purchase, transport, storage, use and disposal of pesticides • safe procedures for handling, using and storing pesticides and dangerous goods, identifying identification of information provided on labels, and where required, handling of gas cylinders • purpose, application and limitations of protective clothing and equipment • test methods where relevant • basic maintenance procedures where relevant • contractor service arrangements where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed. Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate	Evidence of ability to: • conduct pest inspections

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
competency in this unit	• identify pest infestations and select suitable control measures • implement pest control measures in accordance with procedure • monitor effectiveness of controls • assess control procedures and contribute to improvement of pest control • complete workplace records as required • apply safe work practices and identify OHS hazards and controls • apply food safety procedures
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • work procedures, including advice on safe work practices, food safety and environmental requirements • pesticide labels • MSDS and personal protective clothing and equipment • pest management program and procedures • pest management compounds and equipment • housekeeping procedures and cleaning schedules in the work area, such as storage, production and/or packaging areas • documentation and record keeping system.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2011A Conduct routine maintenance • FDFOP2013A Apply sampling procedures • MSL973001A Perform basic tests.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

© Commonwealth of Australia, 2025 Skills Insight

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out in accordance with company procedures, regulatory and licensing requirements, legislative requirements and industrial awards and agreements
Workplace information	Workplace information may include: • pest management program • pesticide labels • work instructions • standard operating procedures (SOPs) • specifications • materials safety data sheets (MSDS) • manufacturers' advice • standard forms and reports
Hazardous substances	Work may involve: • exposure to chemicals and other hazardous substances and may require working in accordance with a permit to work
Pests	Pests include: • vertebrates, such as birds, rats and mice • invertebrates, such as insects
Pest control methods	Pest control methods may include: • fumigation • application of insecticides, dusts, gas and/or baits (using registered controlled and generally available substances) Where use of pesticides include work conditions covered by National Occupational Health and Safety Commission and/or state and territory health and safety authorities, the assessment criteria and methods prescribed by these

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	authorities must also be met
Selection of control measures	Selection of control measures occurs in the context of an existing program
Application equipment	Application equipment may include: • automated reticulation systems • sprayers • misters and dosing equipment
Tests	Tests may include: • testing the level of fumigant in the atmosphere and pressure testing
Records	Records are maintained to meet legal and company requirements

Unit Sector(s)

Unit sector	Technical

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

FDFTEC3003A Apply raw materials, ingredient and process knowledge to production problems

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers skills and knowledge required to apply knowledge of ingredients and processes to troubleshoot typical problems that occur in preparing, processing and/or packaging product.

Application of the Unit

Application of the unit	This unit applies where problem solving occurs over one or more processes and requires an understanding of the characteristics of raw materials and ingredients and processing methods used. It typically applies to the production operator where responsibility for solving problems relating to non-conforming raw materials, ingredients and processes.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Identify and respond to non-conforming ingredients/raw materials	1.1. Non-conformance in raw materials/ingredients is identified and reported according to workplace reporting requirements 1.2. Causes of non-conformance are investigated and reported according to workplace reporting requirements 1.3. Corrective action is determined and implemented within level of responsibility and workplace procedures 1.4. Action is taken to prevent recurrence of non-conformance 1.5. Action is reported according to workplace reporting requirements
2. Identify and respond to non-conforming product and processes	2.1. Processing parameters, stages and changes which occur during processing are monitored 2.2. Non-conformance in processing, handling and/or storage is identified and corrective action taken according to workplace requirements 2.3. Causes of non-conformance relating to processing, handling and/or storage are investigated and reported according to workplace reporting requirements 2.4. Corrective action is determined and implemented within level of responsibility and workplace procedures

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	2.5. Action is taken to prevent recurrence of non-conformance 2.6. Action is reported according to workplace reporting requirements 2.7. Work is conducted in accordance with workplace environmental guidelines

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- identify requirements of ingredient/raw material characteristics within level of responsibility
- follow procedures to identify, remove/isolate and report non-conforming ingredients/materials and/or product according to workplace reporting requirements
- determine likely causes of non-conformance of ingredients/raw materials
- recognise indicators of unacceptable or non-conforming processing, handling and/or storage outcomes
- act promptly to identify, remove/isolate and report non-conforming product and/or processes
- access and apply workplace information relating to process troubleshooting
- investigate non-conformance to determine likely causes and report findings to appropriate personnel
- identify action required to correct non-conformance and implement within level of responsibility
- identify action required to prevent or minimise and control recurrence of non-conformance and implement within level of responsibility
- complete workplace records, including reporting non-conformance and documenting corrective actions according to workplace recording procedures
- conduct tests to confirm raw material/ingredient and/or final product quality characteristics according to enterprise procedures
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning, active listening, asking for clarification and seeking advice from supervisor
- work cooperatively within a culturally diverse workforce

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
Required knowledge
Knowledge of: • basic composition and function of each main raw material/ingredient used, such as awareness of ingredient grades or types • common causes of contamination/unacceptable quality of raw materials/ ingredients • methods used to confirm quality standard, such as accessing information (e.g. certificates of analysis and/or laboratory clearance information) • the effect of variation in raw materials/ingredients on processing stages and final product outcome, including factors likely to cause variation, and scope to adjust or correct for variation at each processing stage • appropriate handling and storage requirements for raw materials/ingredients and final product, and the effect of failing to meet required storage conditions • the changes and reactions that occur through processing stages, including the signs and symptoms of poor/unacceptable processing or equipment operation • factors that affect the shelf-life of product • the inter-relationships between processing stages and the effect of variation in processing parameters on process outcome and on final product, including factors likely to cause variation, and scope to adjust or correct for variation at subsequent process stages • procedures for identifying and isolating non-conforming product • troubleshooting information and techniques • procedures and related documentation required to amend or introduce a new method or procedure, such as short term procedures for amending or updating specifications and processing parameters • reporting requirements and responsibilities • test methods to confirm raw material/ingredient and/or final product quality characteristics where relevant

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	Assessment must be carried out in a manner that recognises the cultural and literacy requirements of the assessee and is appropriate to the work performed.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	Competence in this unit must be achieved in accordance with food safety standards and regulations.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of ability to: • describe required quality characteristics for raw materials and ingredients • describe required processes to achieve production specifications • identify common non-conforming materials and ingredients and causes • identify common non-conforming processes and causes • determine and undertake corrective action for non-conformances • complete workplace documentation and report non-conformances • apply food safety procedures.
Context of and specific resources for assessment	Assessment must occur in a real or simulated workplace where the assessee has access to: • ingredient/raw materials specifications and related advice, such as certificates of analysis • ingredients/raw materials and final product and related processing equipment and stores areas • troubleshooting information relevant to workplace processes • sampling and test equipment and procedures as required • system for managing and updating workplace documents, such as Standard Operating Procedures (SOPs) and log sheets/processing parameters • reporting and recording system and procedures.
Method of assessment	This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be: • FDFOP2013A Apply sampling procedures • FDFPPL3002A Report on workplace performance • MSL973001A Perform basic tests • PMBQUAL390A Solve problems using quality tools.
Guidance information for assessment	To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
	circumstances, cases and responsibilities, and where possible, over a number of assessment activities.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Policies and procedures	Work is carried out according to company procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements.
Legislative requirements	Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes: • the Food Standards Code, including labelling, weights and measures legislation • legislation covering food safety, environmental management, occupational health and safety (OHS), anti-discrimination and equal opportunity When applied to the pharmaceutical industry, relevant Good Manufacturing Practice (GMP) codes apply in place of the Food Standards Code and reference to food safety is replaced by GMP
Ingredients/raw materials	Ingredients/raw materials are those used to manufacture product
Typical processing and related techniques	Typical processing and related techniques include but are not limited to: • raw materials/ingredient dispensing • preparation • mixing and blending • conditioning

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• primary and further processing • wrapping • packing and storage
Typical process parameters	Typical process parameters include but are not limited to: • temperature • time • pressure • flow rate
Typical reactions	Typical reactions depend on processing method. Examples include but are not limited to: • gelatinisation and hydration
Problem minimisation	Where recurrence of a problem cannot be prevented, procedures should be established to minimise the likelihood of recurrence and to identify any further incidents

Unit Sector(s)

Unit sector	Technical

Competency field

Competency field	

Co-requisite units

Co-requisite units		

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

HLTAID003 Provide first aid

Modification History

Release	Comments
Release 6	Updated: • assessor requirements statement • foundation skills lead in statement • licensing statement • modification history to reflect 2012 standards Equivalent outcome.
Release 5	Updated mapping information. Changes to assessment requirements. Equivalent outcome.
Release 4	Updated mapping information. Equivalent outcome.
Release 3	Updated mapping information.
Release 2	Minor corrections to formatting to improve readability. Equivalent competency outcome.
Release 1	This version was released in *HLT Health Training Package release 1.0* and meets the requirements of the 2012 Standards for Training Packages. Significant changes to elements and performance criteria, changes to scope of unit. New evidence requirements for assessment. Removal of prerequisite unit.

Application

This unit describes the skills and knowledge required to provide a first aid response to a casualty. The unit applies to all workers who may be required to provide a first aid response in a range of situations, including community and workplace settings.

Specific licensing /regulatory requirements relating to this competency, including requirements for refresher training should be obtained from the relevant national/state/territory Work Health and Safety Regulatory Authorities.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements define the essential outcomes.	*Performance criteria specify the level of performance needed to demonstrate achievement of the element.*
1. Respond to an emergency situation	1.1 Recognise an emergency situation 1.2 Identify, assess and manage immediate hazards to health and safety of self and others 1.3 Assess the casualty and recognise the need for first aid response 1.4 Assess the situation and seek assistance from emergency response services
2. Apply appropriate first aid procedures	2.1 Perform cardiopulmonary resuscitation (CPR) in accordance with Australian Resuscitation Council (ARC) guidelines 2.2 Provide first aid in accordance with established first aid principles 2.3 Display respectful behaviour towards casualty 2.4 Obtain consent from casualty where possible 2.5 Use available resources and equipment to make the casualty as comfortable as possible 2.6 Operate first aid equipment according to manufacturer's instructions 2.7 Monitor the casualty's condition and respond in accordance with first aid principles
3. Communicate details of the incident	3.1 Accurately convey incident details to emergency response services 3.2 Report details of incident to workplace supervisor as appropriate 3.3 Maintain confidentiality of records and information in line with statutory and/or organisational policies

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
Elements define the essential outcomes.	*Performance criteria specify the level of performance needed to demonstrate achievement of the element.*
4. Evaluate the incident and own performance	4.1 Recognise the possible psychological impacts on self and other rescuers involved in critical incidents 4.2 Participate in debriefing to address individual needs

Foundation Skills

The Foundation Skills describe those required skills (language, literacy, numeracy and employment skills) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for HLTAID003 Provide first aid

Modification History

Release	Comments
Release 6	Updated: • assessor requirements statement • foundation skills lead in statement • licensing statement • modification history to reflect 2012 standards Equivalent outcome.
Release 5	Updated mapping information. Changes to assessment requirements. Equivalent outcome.
Release 4	Updated mapping information. Equivalent outcome.
Release 3	Updated mapping information.
Release 2	Minor corrections to formatting to improve readability. Equivalent competency outcome.
Release 1	This version was released in *HLT Health Training Package release 1.0* and meets the requirements of the 2012 Standards for Training Packages. Significant changes to elements and performance criteria, changes to scope of unit. New evidence requirements for assessment. Removal of prerequisite unit.

Performance Evidence

e candidate must show evidence of the ability to complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role.

There must be evidence that the candidate has completed the following tasks in line with state/territory regulations, first aid codes of practice, Australian Resuscitation Council (ARC) guidelines and workplace procedures:

- Followed DRSABCD in line with ARC guidelines, including:

© Commonwealth of Australia, 2025 Skills Insight

    - performed at least 2 minutes of uninterrupted single rescuer cardiopulmonary resuscitation (CPR) (5 cycles of both compressions and ventilations) on an adult resuscitation manikin placed on the floor
    - performed at least 2 minutes of uninterrupted single rescuer CPR (5 cycles both compressions and ventilations) on an infant resuscitation manikin placed on a firm surface
    - responded appropriately in the event of regurgitation or vomiting
    - managed the unconscious breathing casualty
    - followed single rescue procedure, including the demonstration of a rotation of operators with minimal interruptions to compressions
    - followed the prompts of an Automated External Defibrillator (AED)
- Responded to at least two simulated first aid scenarios contextualised to the candidate's workplace/community setting, including:
    - conducted a visual and verbal assessment of the casualty
    - demonstrated safe manual handling techniques
    - post-incident debrief and evaluation
    - provided an accurate verbal or written report of the incident
- Applied first aid procedures for the following:
    - allergic reaction
    - anaphylaxis
    - bleeding control
    - choking and airway obstruction
    - envenomation, using pressure immobilisation
    - fractures, sprains and strains, using arm slings, roller bandages or other appropriate immobilisation techniques
    - respiratory distress, including asthma
    - shock

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge required to effectively complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the work role. This includes knowledge of:

- State/Territory regulations, first aid codes of practice and workplace procedures including:
    - ARC Guidelines relevant to provision of CPR and first aid
    - safe work practices to minimise risks and potential hazards
    - infection control principles and procedures, including use of standard precautions
    - requirements for currency of skill and knowledge
- legal, workplace and community considerations including:
    - awareness of potential need for stress-management techniques and available support following an emergency situation
    - duty of care requirements

© Commonwealth of Australia, 2025 Skills Insight

  - respectful behaviour towards a casualty
  - own skills and limitations
  - consent
  - privacy and confidentiality requirements
  - importance of debriefing
- considerations when providing first aid including:
  - airway obstruction due to body position
  - appropriate duration and cessation of CPR
  - appropriate use of an AED
  - chain of survival
  - standard precautions
  - how to conduct a visual and verbal assessment of the casualty
- principles and procedures for first aid management of the following scenarios:
  - abdominal injuries
  - allergic reaction
  - anaphylaxis
  - basic care of a wound
  - bleeding control
  - burns
  - cardiac conditions, including chest pain
  - choking and airway obstruction
  - crush injuries
  - diabetes
  - dislocations
  - drowning
  - envenomation
  - environmental impact, including hypothermia, hyperthermia, dehydration and heat stroke
  - eye and ear injuries
  - fractures
  - febrile convulsions
  - head, neck and spinal injuries
  - minor skin injuries
  - needle stick injuries
  - poisoning and toxic substances
  - respiratory distress, including asthma
  - seizures, including epilepsy
  - shock
  - soft tissue injuries, including strains and, sprains
  - stroke

© Commonwealth of Australia, 2025 Skills Insight

  - unconsciousness
- basic anatomy and physiology relating to:
  - how to recognise a person is not breathing normally
  - chest
  - response/consciousness
  - upper airway and effect of positional change
  - considerations in provision of first aid for specified conditions

Assessment Conditions

Skills must be demonstrated working individually in an environment that provides realistic in-depth, industry-validated scenarios and simulations to assess candidates' skills and knowledge.

Assessment resources must include:

- adult and infant resuscitation manikins in line with ARC Guidelines for the purpose of assessment of CPR procedures
- adrenaline auto-injector training device
- AED training device
- placebo bronchodilator and spacer device
- roller bandages
- triangular bandages
- workplace First Aid kit
- workplace injury, trauma and/or illness record, or other appropriate workplace incident report form for written reports
- wound dressings

Simulated assessment environments must simulate the real-life working environment where these skills and knowledge would be performed, with all the relevant equipment and resources of that working environment.

Assessor requirements

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705

© Commonwealth of Australia, 2025 Skills Insight

MEM13003B Work safely with industrial chemicals and materials

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit covers using personal protective equipment (PPEs), identifying the particular hazards and emergency procedures, and observing safe working practices in that environment.

Application of the Unit

Application of the unit	This unit may be applied in a workplace in which materials and chemicals which are subject to codes and regulations are stored and used, for example, chemicals, solvents, dangerous materials, acids, noxious waste products etc. Evidence of competency is to encompass the satisfactory application of current State/Territory OHS legislation, standards and codes of practice, and the hierarchy of hazard control measures with elimination, substitution, isolation and engineering control measures being selected before safe work practices and PPEs. This unit describes the competencies which are beyond those safety requirements normally applied in the workplace as described in Unit MEM13014A (Apply principles of occupational health and safety in the work environment) or specifically described in individual units such as welding. **Band**: **A** **Unit Weight**: **2**

© Commonwealth of Australia, 2025 Skills Insight

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	**PERFORMANCE CRITERIA**
1. Use personal protective equipment	1.1. Correct and appropriate safety clothing including personal protective equipment is selected and used correctly based on information in relevant material safety data sheet (MSDS).
2. Identify emergency procedures	2.1. Emergency procedures and plan relevant to the particular work environment are documented, understood and demonstrated as laid down in approved safety instructions.

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
3. Observe safe working practices	3.1. Hazardous areas and materials are identified and special handling procedures are identified and understood. 3.2. Permits to work (if necessary) are obtained. 3.3. All equipment and hazardous materials are used in accordance with relevant OHS legislation, manufacturers' instructions and standard operating procedures. 3.4. All site-specific safety policies, safety signs, symbols and labels are correctly identified and understood. 3.5. Material safety data sheets are understood and applied. 3.6. Safe manual handling procedures (including equipment) are used. 3.7. Decanted chemicals and storage is to State/Territory dangerous goods and OHS legislation and requirements. 3.8. Housekeeping duties are performed according to standard operating procedures to maintain a safe working environment.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Look for evidence that confirms skills in: • undertaking risk assessment • communicating with others • performing proper manual handling techniques • interpreting safety signage, labelling and placarding
Required knowledge
Look for evidence that confirms knowledge of: • dangerous goods classification and labelling/placarding • testing, use and maintenance of PPE

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE
• inherent hazardous properties of the chemicals to be used • interpretation of the relevant MSDS • basic fire fighting procedures • site-specific emergency plan procedures • chemical spill confinement procedures • dangerous occurrence (near miss) reporting procedures • hierarchy of control

Evidence Guide

EVIDENCE GUIDE	
The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	A person who demonstrates competency in this unit must be able to work safely and efficiently with various chemicals.
Critical aspects for assessment and evidence required to demonstrate competency in this unit	Assessors must be satisfied that the candidate can competently and consistently perform all elements of the unit as specified by the criteria, including required knowledge, and be capable of applying the competency in new and different situations and contexts.
Context of and specific resources for assessment	This unit may be assessed on the job, off the job or a combination of both on and off the job. Where assessment occurs off the job, that is the candidate is not in productive work, then an appropriate simulation must be used where the range of conditions reflects realistic workplace situations. The competencies covered by this unit would be demonstrated by an individual working alone or as part of a team. The assessment environment should not disadvantage the candidate. This unit could be assessed in conjunction with any other units addressing the safety, quality, communication, materials handling, recording and reporting associated with working safely with industrial chemicals and materials or other units requiring the exercise of the skills and knowledge covered by this unit.

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE	
Method of assessment	Assessors should gather a range of evidence that is valid, sufficient, current and authentic. Evidence can be gathered through a variety of ways including direct observation, supervisor's reports, project work, samples and questioning. Questioning techniques should not require language, literacy and numeracy skills beyond those required in this unit of competency. The candidate must have access to all tools, equipment, materials and documentation required. The candidate must be permitted to refer to any relevant workplace procedures, product and manufacturing specifications, codes, standards, manuals and reference materials.
Guidance information for assessment	

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Personal protective equipment	Personal protective may include appropriate: • goggles/face shields • respirators • air supplied or self-contained helmets • safety boots, gloves and appropriate clothes/garments
Safe working practices	• Environment is inspected • Hazards (and chemical reactive hazards) are assessed and controlled using hierarchy of hazard control • Properly maintained PPE is available • Emergency management plan is documented/understood

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT	
	• Work to be undertaken in safe 'thermal' environments and all possible ignition sources are to be identified and controlled
Storage	All storage containers (minor quantities and in consumer packages) are suitable for chemical exposure and are properly labelled and/or placarded. Chemical manifests are updated at completion of work activity
State or Territory legislative requirements	Appropriate OHS, dangerous goods acts and regulations, Australian standards, Australian Code for the Transport of Dangerous Goods by Road and Rail (ADGC), NOHSC codes of practice

Unit Sector(s)

Unit sector	

Co-requisite units

Co-requisite units		

Competency field

Competency field	Occupational health and safety

© Commonwealth of Australia, 2025 Skills Insight

MSL904001 Perform standard calibrations

Modification History

Release 1. Supersedes and is equivalent to MSL904001A Perform standard calibrations

Application

This unit of competency covers the ability to calibrate test and measurement equipment in accordance with standard calibration procedures and documented test methods. These procedures/methods specify all associated reference standards, materials, equipment and methods to be used and the required parameters or quantities and ranges to be tested, including the criteria for rejection or approval.

This unit of competency is applicable to laboratory and calibration technicians who carry out tests and/or calibrations using standard calibration methods in first, second and third party laboratories, and laboratories where testing and/or calibration forms part of inspection or product certification. Personnel are not permitted to deviate from explicit instructions in any manner, modify the procedure, nor substitute alternative equipment. They work under limited supervision and results of their work are interpreted and checked by the laboratory supervisor, quality inspector or designated signatory.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Calibration

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.
1	**Prepare items for**	1.1 Select the authorised calibration procedure in

© Commonwealth of Australia, 2025 Skills Insight

	calibration		accordance with workplace procedures
		1.2	Identify hazards and use appropriate personal protective equipment (PPE), safety equipment and procedures
		1.3	Confirm all measuring equipment meets the laboratory's specification requirements and complies fully with the calibration procedure
		1.4	Assemble and set up specified reference standards and associated equipment prior to testing
		1.5	Verify performance of reference standards and measuring equipment prior to use and adjust or calibrate as necessary
		1.6	Identify and minimise potential sources of measurement error
2	**Perform calibration**	2.1	Perform individual tests without variance according to the documented procedure to ensure repeatability of measurement
		2.2	Confirm readings are the result of a valid measurement and record data as required (as-found or before adjustment)
		2.3	Adjust device under test to bring readings within specification and record data (as-left or after adjustment) where required
		2.4	Analyse resulting test data to detect trends or inconsistencies that would significantly affect the accuracy or validity of test results
		2.5	Seek appropriate advice when interpretation of results is outside authorised scope of approval
3	**Document results**	3.1	Estimate and document uncertainty of measurement in accordance with workplace procedures, where required
		3.2	Document compliance/non-compliance with test requirements and/or specifications
		3.3	Record the results of each test/calibration accurately, unambiguously and objectively

© Commonwealth of Australia, 2025 Skills Insight

		3.4	Ensure confidentiality of workplace information
4	**Finalise calibration**	4.1	Prepare and issue a final report on the job/item detailing testing carried out, traceability, statement of compliance and relevant information as required
		4.2	Report any non-compliance and verify next course of action with supervisor
		4.3	Attach calibration labels, equipment stickers, quality control tags and tamper resistant seals as required in workplace procedures
		4.4	Store test equipment/measurement standards and results in accordance with workplace procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace procedures include the current version of one or more of:

- Australian and international standards and codes covering:
  - general requirements for the competence of testing and calibration laboratories, laboratory safety, quality and environmental management
  - accuracy of measurement methods and results, expression of uncertainty (GUM), quantifying uncertainty in analytical measurement, quality assurance of measurement equipment
- national work health and safety (WHS) standards and codes of practice

© Commonwealth of Australia, 2025 Skills Insight

- registration/licensing and/or National Association of Testing Authorities (NATA) accreditation requirements
- safety requirements for equipment, materials or products; material safety data sheets (MSDS); and incident and accident/injury reports
- standard operating procedures (SOPs), recording and reporting procedures
- quality manuals, equipment and operating/technical manuals
- test methods and calibration procedures (validated and authorised)
- test methods and calibration procedures published by international, national or regional standards, reputable technical organisations, scientific texts or journals and equipment manufacturers
- laboratory layout, work flows and schedules

Standard calibrations

Standard calibrations include, but are not limited to, testing and/or calibrating the following equipment and reference materials using standard methods and procedures:

- test equipment, such as anemometers, balances, barometers, callipers, environmental chambers, hygrometers, manometers, masses, micrometers, pressure equipment, spectrophotometers, tape measures, rules, temperature (digital) indicating systems, thermometers, thermocouples, timing devices, vibration analysis equipment and weighing instruments
- electrical reference standards, such as air-lines, analogue meters, attenuators, bridges-manual balance, capacitors, DC voltage references, digital instruments (calibrators, DMMs, electronic transfer standards), inductors, instrument and ratio transformers, instrument transformer test sets, potentiometers, resistors, radio frequency (RF) power meters, RF thermistor mounts and thermal converters, shunts, time interval and frequency standards, transfer standards AC-DC, voltage dividers, volt ratio boxes and watt-hour references
- working standards, instruments and testing equipment, such as electromagnetic compatibility (EMC) test equipment, field strength meters, flammability test equipment, gauges/test fingers/test pins, hipot testers, impact hammers, impulse testers, instrument calibrators, network analysers, signal generators and spectrum and harmonic analysers

Hazards

Hazards include, but are not limited to, one or more of:

- electric shock

© Commonwealth of Australia, 2025 Skills Insight

- disturbance or interruption of services
- manual handling of heavy equipment boxes
- sources of electromagnetic radiation (lasers and RF generators/transmitters)
- fluids under pressure
- heat sources, such as ovens

Safety procedures

Safety procedures include, but are not limited, to one or more of:

- ensuring access to service shut-off points
- use of PPE, such as hearing protection, gloves, safety glasses and coveralls
- handling and storing hazardous materials and equipment in accordance with labels, MSDS, manufacturer's instructions, and workplace procedures and regulations
- regular cleaning of equipment and work areas

Reference materials

Reference materials include, but are not limited to, one or more of:

- colour standards
- graded granular materials
- hardness blocks

WHS and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time
- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL904001A Perform standard calibrations

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL904001 Perform standard calibrations

Modification History

Release 1. Supersedes and is equivalent to MSL904001A Perform standard calibrations

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- selecting and applying appropriate test methods and calibration procedures
- safely calibrating test and measurement equipment in accordance with standard calibration procedures and documented test methods on at least two (2) occasions
- maintaining close attention to all relevant procedures, regulatory requirements and the accuracy and precision of measurement to ensure the quality and integrity of test/calibration results
- critically examining each calibration step to ensure repeatability and validity of data
- using calibration and correction charts
- performing calculations to give results in appropriate accuracy, precision and units
- using statistical analysis (means, ranges and standard deviations) and estimation of uncertainty of measurement, where required (can use software)
- preparing test/calibration documentation that is accurate and complies with requirements
- recognising problems or departures in systems and documentation and initiating actions to prevent or minimise them
- recognising and reporting opportunities for improvements.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- purpose of metrology and calibration, including common terminology, concepts, principles, procedures and applications
- National Association of Testing Authority's (NATA) and National Measurement Institute's (NMI) role in the measurement and testing system in Australia
- traceability, including legal requirements for traceability
- requirements for the competence of testing and calibration laboratories (e.g. AS ISO/IEC 17025) as they affect job role and responsibilities
- hierarchy and appropriate selection of reference materials and instruments
- non-conformance/non-compliance procedures and protocols associated with equipment, reference material and calibration procedures
- troubleshooting procedures for equipment and test methods
- reporting procedures and legislative requirements

© Commonwealth of Australia, 2025 Skills Insight

- handling, transport, storage and operation of reference and working standards
- work health and safety (WHS) and laboratory environmental control requirements.

Additional knowledge requirements relevant to the workplace context that apply for different calibration fields must be assessed, including testing and calibration conducted in the following fields:

- acoustic and vibration measurement
- chemical testing
- construction materials testing
- electrical testing
- heat and temperature measurement
- mechanical testing
- metrology
- non-destructive testing
- optics and radiometry
- pressure measurement.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence (provided a record is kept) or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept).
- This unit of competency may be assessed with:
  - MSL924001 Process and interpret data
  - relevant MSL974000 series unit/s of competency
  - relevant MSL975000 series unit/s of competency
- Holistic assessment methods include:
  - review of calibration results, uncertainty calculations and workplace documentation completed by the candidate
  - feedback from supervisors and/or customers regarding quality of calibration services provided by the candidate

© Commonwealth of Australia, 2025 Skills Insight

  - observation of the candidate performing standard calibrations
  - oral or written questioning to check required knowledge of standard calibration procedures.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - specialised calibration/test equipment, reference standards and laboratory facilities
  - calibration methods, procedures and equipment specifications
  - workplace quality manual and procedures.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL916005 Manage complex projects

Modification History

Release 1. Supersedes and is equivalent to MSL916005A Manage complex projects

Application

This unit of competency covers the ability to interpret complex technical briefs, determine project methodologies and resource requirements, establish project plans, manage projects to successful conclusions and evaluate project outcomes.

This unit of competency is applicable to senior technical officers and laboratory supervisors working in all industry sectors.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Communication/organisation

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Interpret brief and design feasible project plan**	1.1	Interpret and confirm project objectives, deliverables, constraints and principal work activities
		1.2	Determine resource requirements, including personnel, equipment and materials, and access to operational systems
		1.3	Develop a detailed implementation plan for the project

© Commonwealth of Australia, 2025 Skills Insight

			outlining methodology, milestones and budget
		1.4	Identify roles, responsibilities and required capabilities of project team members
		1.5	Analyse project plan and principal work activities to ensure compliance with relevant standards
		1.6	Develop risk management strategies and risk management plans to ensure successful and timely outcomes
		1.7	Secure project approval
2	**Establish and implement approved project plan**	2.1	Secure team members and brief them about the project and allocate roles and responsibilities, balancing job roles and skills development opportunities
		2.2	Secure necessary equipment, materials and access to operational systems
		2.3	Establish communication and reporting mechanisms
		2.4	Implement agreed time-management strategies to ensure milestones are met
		2.5	Apply agreed quality requirements to measure performance and outcomes
3	**Manage project**	3.1	Monitor and report progress of activities in relation to the project plan
		3.2	Ensure income and expenditure is in line with the agreed project plan and budget
		3.3	Work with the team to analyse and diagnose problems and to determine corrective actions
		3.4	Make agreed variations to the plan to suit changing situations
		3.5	Maintain accurate records and communication with stakeholders and project team members

© Commonwealth of Australia, 2025 Skills Insight

4	**Finalise project**	4.1	Ensure project objectives are met and deliverables are provided on time and within budget
		4.2	Complete all reporting requirements
5	**Evaluate project methodology**	5.1	Assess the effectiveness of resource management in delivering project outcomes
		5.2	Evaluate the effectiveness of communication processes used throughout the project
		5.3	Recommend improvements for future projects

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards covering the competence of testing and calibration laboratories, laboratory safety, and quality and environmental management
- national work health and safety (WHS) standards and codes of practice
- registration/licensing and/or National Association of Testing Authorities (NATA) accreditation requirements

Complex projects

Complex projects include one or more of:

- development or modification of products and services
- acquisition and commissioning of new equipment or

© Commonwealth of Australia, 2025 Skills Insight

laboratory facilities
- appraisal of supplies
- development of applications for customers
- validation of analytical methods and/or equipment
- quality improvement or corrective action teams
- restructuring of laboratory services
- reclassification of staff and staffing levels

Records

Records include, but are not limited to, one or more of:

- lists of potential costs, invoices and payment records
- project and/or workplace files and records
- reports to clients, personnel and senior management
- risk management plans and log books
- diaries, scheduling charts and other project management charts

Resources

Resources include:

- personnel
- budget
- equipment
- materials and facilities
- project planning software
-

WHS and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time
- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL916005A Manage complex projects

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL916005 Manage complex projects

Modification History

Release 1. Supersedes and is equivalent to MSL916005A Manage complex projects

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- managing at least one (1) complex project
- analysing a complex technical brief
- preparing a detailed, feasible project implementation plan containing the methodology, principal work activities, resource requirements, quality and risk management strategies/plans, budget and timelines
- establishing a capable project team with clear roles and responsibilities
- selecting and establishing operational systems and resources required for the project
- consulting and communicating effectively to ensure project outcomes are achieved on time and within budget
- monitoring and reporting project progress against the plan and making agreed variations as necessary
- maintaining accurate records and documentation in accordance with workplace procedures
- evaluating project outcomes and processes to identify opportunities for improvements.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- how the project fits in with the laboratory's business goals and key performance indicators (KPIs)
- principles of project planning and management
- techniques for monitoring timelines, expenditure and team performance
- techniques for achieving effective communication and cooperation
- techniques for troubleshooting, problem solving and conflict resolution
- techniques for evaluation and continuous improvements
- reporting requirements
- work health and safety (WHS) and environment requirements.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.

© Commonwealth of Australia, 2025 Skills Insight

- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL916002 Manage and develop teams
  - MSL936001 Maintain quality system and continuous improvement processes within work or functional area
- Holistic assessment methods include:
  - review of project reports, budgets and plans generated by the candidate
  - review of feedback from managers and/or customers about the quality of project outcomes and processes
  - review of feedback from project team members about the effectiveness of project planning, teamwork, resource management and communication
  - review of documented examples of quality performance improvements achieved and examples of significant problems solved
  - observation of the candidate's interaction with project team
  - questioning/interview to assess required knowledge.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - project management processes and procedures typically used by the workplace
  - sample business plans, project plans, budgets, reports and project management charts (e.g. GANTT)
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competency and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL922001 Record and present data

Modification History

Release 1. Supersedes and is equivalent to MSL922001A Record and present data

Application

This unit of competency covers the ability to record and store data, perform simple calculations of scientific quantities and present information in tables and graphs. The unit of competency requires personnel to solve predictable problems using clear information or known solutions. Where alternatives exist, they are limited or apparent.

This unit of competency is applicable to production operators, field assistants and laboratory assistants working in all industry sectors.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Data

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Record and check data**	1.1	Enter data into laboratory information system or record sheets as directed
		1.2	Check data to identify transcription errors or atypical entries
		1.3	Rectify errors in data using workplace procedures

© Commonwealth of Australia, 2025 Skills Insight

2	**Calculate simple scientific quantities**	2.1	Calculate simple scientific quantities using given formulae and data
		2.2	Ensure calculated quantities are consistent with estimations and expectations
		2.3	Report all calculated quantities with appropriate precision and units
3	**Present data**	3.1	Present data accurately in tables, charts and graphs using given formats and scales
		3.2	Recognise and report obvious features and trends in data
4	**Store and retrieve data**	4.1	File and store data in accordance with workplace procedures
		4.2	Maintain workplace confidentiality standards

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements	Standards, codes, procedures and/or enterprise requirements include the latest version of one or more of: • relevant Australian and international standards, such as the international system of units (SI) and its application • national measurement regulations and guidelines

© Commonwealth of Australia, 2025 Skills Insight

Data	Data includes: • worksheets, spreadsheets or databases linked to information management systems • results of observations, tests and measurements, or surveys • graphs, tables and control charts • semi quantitative observations expressed on a scale e.g. 1 to 4 or + to ++++
Work health and safety (WHS) and environmental management requirements	WHS and environmental management requirements include: • complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time • applying standard precautions relating to the potentially hazardous nature of samples • accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL922001A Record and present data

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL922001 Record and present data

Modification History

Release 1. Supersedes and is equivalent to MSL922001A Record and present data

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- accurately coding, checking, recording and storing data in the required format
- performing simple calculations involving scientific quantities, with or without a calculator or computer software. The following must be performed:
  - decimals, fractions, ratios, proportions and percentages
  - unit conversion, multiples and submultiples
  - use of significant figures, rounding off, estimation and approximation
  - substitution of data in formulae
  - conversions between SI units
  - performing at least five (5) of the following calculations:
  - perimeters
  - angles
  - areas (m^2) and volumes (mL, L, m^3) of regular shapes (e.g. packaging and moulds)
  - average mass, mass %, density, specific gravity, moisture, relative and absolute humidity
  - ratios, such as mass to mass, mass to volume and volume to volume percentages
  - industry specific ratios, such as g/cm^2 , kg/m^2
  - concentration (e.g. g/100mL, mg/L, mg/L)
  - dilution
  - statistical values, such as mean, median, mode and standard deviation
  - average count, colonies per swab surface and cell counts (live and dead/total)
  - process variables, such as pressure, velocity and flow rates
  - % content of moisture, ash, fat, protein, alcohol, sulphur dioxide and trace metals, such as calcium or zinc
  - food properties, such as % concentration (dry), friability, bitterness, brix, free amino nitrogen, diastatic power, calorific content and yeast viability
- preparing and interpreting straightforward tables, graphs and charts of data
- recognising obvious features and trends in data, including:
  - maximum and minimum values
  - spread of data

© Commonwealth of Australia, 2025 Skills Insight

    - increasing/decreasing data, rate of change
    - outliers, data beyond control limits or normal range
- presenting accurate results in the required format
- maintaining the confidentiality of data in accordance with workplace and regulatory requirements.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- concepts of metrology, including:
    - that all measurements are estimates
    - repeated measurements belong to a sample of the measured parameter
    - repeatability, precision, accuracy and significant figures
- the international system of units (SI)
- scientific and technical terminology relevant to job role
- procedures for coding, entering, storing, retrieving and communicating data
- procedures for verifying data and rectifying mistakes
- procedures for maintaining and filing records, and security of data

work health and safety (WHS) and environment requirements.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment, and assessment evidence must be relevant to the particular workplace context. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in either case).
- This unit may be assessed with technical units, such as:
    - MSL973001 Perform basic tests
    - MSL973002 Prepare working solutions
    - MSL973007 Perform microscopic examination
- Holistic assessment methods include:

© Commonwealth of Australia, 2025 Skills Insight

  - review of data worksheets, calculations, graphs and tables prepared by the candidate
  - review of records transcribed, maintained or stored by the candidate
  - feedback from supervisors and peers
  - observation of the candidate as they record data and perform calculations
  - questions to assess understanding of relevant procedures and trends in data.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - data sets and records
  - computer and relevant software or laboratory information system
  - relevant workplace procedures.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL924001 Process and interpret data

Modification History

Release 1. Supersedes and is equivalent to MSL924001A Process and interpret data

Application

This unit of competency covers the ability to retrieve data, evaluate formulae and perform scientific calculations, present and interpret information in tables and graphs and keep accurate records. The unit requires personnel to solve problems of limited complexity where the information may be less obvious, but not contradictory, and can be determined by direct reasoning.

This unit of competency is applicable to laboratory assistants, field/laboratory technicians and instrument operators in all industry sectors.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Data

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Retrieve and check data**	1.1	Store and retrieve data using appropriate files and/or application software
		1.2	Verify the quality of data using workplace procedures
		1.3	Rectify errors in data using workplace procedures

© Commonwealth of Australia, 2025 Skills Insight

2	**Calculate scientific quantities**	2.1	Calculate statistical values for given data
		2.2	Calculate scientific quantities using given formulae and data and estimate uncertainties
		2.3	Ensure calculated quantities are consistent with estimations and expectations
		2.4	Report all calculated quantities using the appropriate units and correct number of significant figures
3	**Present data**	3.1	Present data in clearly labelled tables, charts and graphs
		3.2	Graph data using appropriate scales to span the range of data or display trends
		3.3	Report all data using the appropriate units and number of significant figures
4	**Interpret data**	4.1	Interpret significant features of tables, charts and graphs, including gradients, intercepts, maximum and minimum values, and limit lines
		4.2	Recognise and report trends in data
5	**Keep accurate records and maintain confidentiality**	5.1	Transcribe information accurately
		5.2	Verify the accuracy of records following workplace procedures
		5.3	File and store workplace records in accordance with workplace procedures
		5.4	File all reference documents logically and keep them up-to-date and secured
		5.5	Observe workplace confidentiality standards

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or enterprise requirements include the latest version of one or more of:

- Australian and international standards, guides and the National Association of Testing Authorities (NATA) Technical Notes that cover the application of international system of units (SI), accuracy of measurement methods and results, and quantifying uncertainty in measurement
- national measurement regulations and guidelines
- validated sampling and test procedures and spreadsheets developed in-house for assay and process calculations where applicable
- workplace procedures, manuals and/or plans covering quality assurance, customer service, material safety data sheets (MSDS), equipment, supplier catalogues and handbooks

Data

Data includes:

- worksheets, spreadsheets and/or databases linked to information management systems
- results of observations, tests and measurements, analyses, surveys and/or quality assurance and control assessments
-

Calculations

Calculations are performed with or without a calculator and using computer software, spreadsheets, databases and statistical packages

Records

Records include information associated with one or more of:

- purchase of equipment and materials, service records

© Commonwealth of Australia, 2025 Skills Insight

- safety procedures
- history of calibration and test results

Work health and safety (WHS) and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time
- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL924001A Process and interpret data

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL924001 Process and interpret data

Modification History

Release 1. Supersedes and is equivalent to MSL924001A Process and interpret data

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- retrieving coding, recording and checking data
- calculating scientific and statistical quantities with or without a calculator or computer software, including the following items:
  - converting units involving multiples and submultiples
  - scientific notation, significant figures, round off, estimate and approximate
  - transposing and evaluating formulae
  - fractions, decimals, proportions and percentages
  - mean
  - median
  - mode
  - standard deviation
- performing at least five (5) of the following calculations:
  - perimeters and angles
  - percentage and absolute uncertainties in measurements and test results
  - areas (m^2) and volumes (mL, L, m^3) of regular shapes, such as packaging
  - dose (mg), average mass, mass percentage, density, specific gravity, moisture, relative and absolute humidity, viscosity and permeability
  - ratios, such as mass to mass, mass to volume and volume to volume percentages
  - concentration, such as molarity, g/100mL, mg/L, mg/L, ppm, ppb, dilution mL/L
  - average count, colonies per swab surface and cell counts, such as live and dead/total
  - process variables, such as pressure, gauge pressure, velocity and flow rates
  - biological oxygen demand (BOD), chemical oxygen demand (COD) and total organic carbons (TOC)
  - food properties, such as % concentration (dry), friability, bitterness, brix, free amino nitrogen, diastatic power, calorific content and yeast viability, % content of moisture, ash, fat, protein, alcohol, sulphur dioxide and trace metals, such as calcium or zinc
  - mechanical properties, such as stress, strain, moduli and force
  - presenting accurate results in the required format (significant figures, uncertainty units)
- preparing and presenting data in the following formats:

© Commonwealth of Australia, 2025 Skills Insight

  - tables
  - graphs
  - line graphs
  - histograms
  - pie charts, bar charts and control charts
  - semi-quantitative observations expressed on a scale (e.g. 1 to 4 or + to ++++)
- recognising and interpreting significant points, anomalies and trends in data
- maintaining the confidentiality of data in accordance with workplace and regulatory requirements
- keeping accurate records that are up-to-date and secure.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- concepts of metrology, including:
  - that all measurements are estimates
  - measurements belong to a population of measurements of the measured parameters
  - repeatability, precision, accuracy and significant figures
  - sources of error, and uncertainty associated with measurement steps
  - traceability
- the international system of units (SI)
- scientific and technical terminology relevant to job role
- procedures for coding, entering, storing, retrieving and communicating data
- procedures for verifying data and rectifying mistakes
- procedures for maintaining and filing records, and maintaining security of data
- work health and safety (WHS) and environment requirements.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

© Commonwealth of Australia, 2025 Skills Insight

- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL924002 Use laboratory application software
  - technical units, such as:
  - relevant MSL973000 series units of competency
  - relevant MSL974000 series units of competency.
- Holistic assessment methods include:
  - review of data worksheets, calculations, computer files (such as spreadsheets, databases and statistical analysis), graphs, tables and/or charts prepared by the candidate
  - review of records transcribed, maintained or stored by the candidate
  - feedback from supervisors and peers
  - questions to assess understanding of calculations, relevant procedures and trends in data
  - observation of the candidate as they process data, file and store records.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - data sets and records
  - a calculator
  - spreadsheets, computer software, databases and statistical packages
  - computer and relevant software or laboratory information system
  - relevant workplace procedures.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competency and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL925001 Analyse data and report results

Modification History

Release 1. Supersedes and is equivalent to MSL925001A Analyse data and report results

Application

This unit of competency covers the ability to perform scientific calculations, analyse trends and uncertainty in data and report results within the required timeframe.

This unit of competency is applicable to technical officers and laboratory technicians working in all industry sectors.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

MSL924001 Process and interpret data

Competency Field

Data

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Perform scientific calculations**	1.1	Ensure raw data are consistent with expectations and reasonable ranges
		1.2	Calculate scientific quantities involving algebraic, power, exponential and/or logarithmic functions
		1.3	Ensure calculated quantities are consistent with

© Commonwealth of Australia, 2025 Skills Insight

			estimations
		1.4	Present results using the appropriate units, uncertainties and number of significant figures
2	**Analyse trends and relationships in data**	2.1	Determine linear and non-linear relationships between sets of data
		2.2	Prepare and analyse control charts to determine if a process is in control
		2.3	Identify possible causes for out-of-control condition
		2.4	Follow workplace procedures to return process to in-control operation
3	**Determine variation and/or uncertainty in data distributions**	3.1	Organise raw data into appropriate frequency distributions
		3.2	Calculate means, medians, modes, ranges and standard deviations for ungrouped and grouped data
		3.3	Interpret frequency distributions to determine the characteristics of the sample or population
		3.4	Calculate standard deviations and confidence limits for means and replicates
		3.5	Estimate the uncertainty in measurements using statistical analysis
		3.6	Determine data acceptability using statistical tests and workplace procedures
4	**Check for aberrant results**	4.1	Identify results that cannot be reconciled with sample, sample documentation, testing procedures and/or expected outcomes
		4.2	Determine appropriate actions in consultation with supervisor as required
5	**Report results**	5.1	Use charts, tables and graphs to present results in the

© Commonwealth of Australia, 2025 Skills Insight

required format

5.2 Verify that entry of data and results are correct

5.3 Prepare reports and records in a format and style consistent with their intended use and workplace guidelines

5.4 Communicate results within the specified time and in accordance with workplace confidentiality and security guidelines

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or enterprise requirements include the latest version of one or more of:

- Australian and international standards, guides and the National Association of Testing Authorities (NATA) Technical Notes that cover the application of international system of units (SI), accuracy of measurement methods and results, and quantifying uncertainty in measurement
- national measurement regulations and guidelines
- validated sampling and test procedures and spreadsheets developed in-house for assay and process calculations where applicable
- workplace procedures, manuals and/or plans covering quality assurance, customer service, material safety data sheets (MSDS), equipment, supplier catalogues and handbooks

Data

Data includes:

© Commonwealth of Australia, 2025 Skills Insight

- worksheets, spreadsheets or databases linked to information management systems
- the results of tests, measurements, analyses or surveys

Records

Records include information associated with one or more of:

- purchase of equipment and materials
- service records
- safety procedures
- history of calibration and test results

Work health and safety (WHS) and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time
- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL925001A Analyse data and report results

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL925001 Analyse data and report results

Modification History

Release 1. Supersedes and is equivalent to MSL925001A Analyse data and report results

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- performing laboratory computations involving:
  - evaluation of formulae containing algebraic, logarithmic, exponential and power functions
  - calculation of uncertainties
- calculating scientific quantities, including at least five (5) of the following:
  - percentage and absolute uncertainties in measurements and test results
  - pH, [H+], [OH-], buffer calculations, Ka, pKa, Kb, pKb and Kw
  - solubility constants Ks and pKs
  - radioactivity (half life, dose, activity and exposure)
  - optical properties (absorbance/transmittance, path length, extinction coefficient, concentration (Beers law) and detection limits)
  - electrical properties (conductivity, resistivity and dielectric constants)
  - mechanical properties (stress, strain, elastic moduli, yield strength and hardness)
  - thermal properties (heat capacity, thermal expansion, thermal conductivity and thermal resistance)
  - food content (%) of water, ash, dietary and crude fibre, carbohydrate, protein, fat and specific vitamin
  - quantities associated with quality control monitoring, assessment and reporting
- using and interpreting statistical analysis and significance tests including at least five (5) of the following:
  - mean, median, mode, range, variance and standard deviation
  - measures of central tendency and dispersion
  - histograms, frequency plots, stem and leaf plots, boxplots and scatter plots
  - probability and normal probability plots
  - Pareto diagrams, Stewhart control charts and CuSum control charts
  - regression methods for calibration, linearity checks and comparing analytical methods
  - data acceptability tests, such as Q, T and Youden
  - t-test, f-test, analysis of variance (ANOVA)
- using and interpreting graphical analysis including at least three (3) of the following:

© Commonwealth of Australia, 2025 Skills Insight

    - preparation and interpretation of linear, semi-log and log-log graphs
    - determination of linear, logarithmic, exponential and power relationships
    - regression lines and interpretation of correlation coefficients
    - preparation of frequency distributions for given data
    - preparation of complex control charts
- analysing trends and uncertainty in data
- analysing data to determine relationships between variables
- reporting accurate results in the required formats and expected timeframe
- storing, retrieving and manipulating data following document traceability procedures
- maintaining the security and confidentiality of data in accordance with workplace and regulatory requirements

Knowledge Evidence

- Must provide evidence that demonstrates knowledge of:
- scientific and technical terminology, such as variables, dispersion, central tendency, process control, process stability, normal distribution, confidence level and replication
- the characteristics of a valid measurement
- relevance/importance of the national measurement legislation and guidelines to laboratory measurement
- sources and estimates of uncertainty in measurements
- procedures for data traceability
- procedures for verifying data and rectifying mistakes
- procedures for maintaining and filing records, and maintaining security of data

work health and safety (WHS) and environment requirements.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:

© Commonwealth of Australia, 2025 Skills Insight

  - MSL924002 Use laboratory application software
  - technical units, such as:
  - relevant MSL974000 series units of competency
  - relevant MSL975000 series units of competency
- Holistic assessment methods include:
  - review of data worksheets, calculations, computer files (such as spreadsheets and databases), statistical analysis, graphs and/or tables prepared by the candidate
  - questions to assess understanding of relevant procedures, trends in data and sources of uncertainty
  - review of reports and records prepared by the candidate
  - feedback from supervisors and peers regarding the candidate's ability to analyse and report data in accordance with workplace procedures.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - data sets and records
  - calculator
  - computer and relevant software, including spreadsheets, databases and statistical packages or laboratory information system
  - relevant workplace procedures.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competency and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL933001 Maintain the laboratory/field workplace fit for purpose

Modification History

Release 1. Supersedes and is equivalent to MSL933001A Maintain the laboratory/field workplace fit for purpose

Application

This unit of competency covers the general cleaning of work surfaces, cleaning and storage of equipment and the monitoring of laboratory stocks under direct supervision.

This unit of competency is applicable to laboratory assistants and instrument operators working in all industry sectors.

This unit of competency forms a major part of the work of laboratory assistants. They work in accordance with work instructions and standard operating procedures (SOPs) which incorporate all relevant aspects of work health and safety (WHS) legislation and the codes, guidelines, regulations and Australian Standards applying to environmental hazards and dangerous goods.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Quality

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

1	**Clean work preparation areas**	1.1	Clean preparation areas using appropriate cleaning agents and equipment according to workplace procedures
		1.2	Remove spillages, if they occur, using appropriate agents, personal protective equipment (PPE) and workplace procedures
		1.3	Collect and segregate wastes in accordance with workplace procedures, relevant codes and regulations
2	**Clean, maintain and store equipment**	2.1	Collect used equipment, inspect for faults and, where necessary, remove from service
		2.2	Use appropriate agents, apparatus and techniques to clean equipment
		2.3	Store clean equipment in the designated locations and manner
3	**Monitor stocks of materials and equipment**	3.1	Perform stock checks and maintain records of usage as directed
		3.2	Store labelled stocks for safe and efficient retrieval
		3.3	Inform appropriate personnel of impending stock shortages to maintain continuity of supply
4	**Maintain a safe work environment**	4.1	Use established safe work practices and PPE to ensure personal safety and that of other personnel
		4.2	Report potential hazards and/or maintenance issues in own work area to designated personnel
		4.3	Minimise the generation of waste and environmental impacts
		4.4	Dispose of waste in accordance with workplace procedures, relevant codes and regulations

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards, guidelines and codes covering WHS; laboratory design and construction; occupational protective equipment; labelling of workplace substances; storage, handling and transport of dangerous goods; environmental management; physical containment levels and facility types
- industry specific codes, regulations and guidelines, such as Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) Codes of Practice, Australian Quarantine and Inspection Service (AQIS) Export Control (Orders) Regulations and Import Guidelines, gene technology regulations, National Health and Medical Research Council (NHMRC) Guidelines, and animal welfare

Typical equipment

Typical equipment includes, but is not limited to, one or more of:

- balances; glassware; plastic ware; glass, plastic and quartz cuvettes, pipettes, burettes and volumetric glassware
- blending, mixing and separating equipment, such as sieves and centrifuges
- autoclaves, dishwashers, refrigerators, freezers, ovens, hotplates, mantles, burners and muffle furnaces, microwave ovens, ultrasonic cleaners, incubators and water baths, and gas cylinders
- fume hoods, biohazard containers and biological safety cabinets
- microtomes and tissue processors, cell counters and staining machines
- colorimeters/spectrometers and polarimeters, light and fluorescence microscopes
- thermometers, thermohygrographs, hydrometers, conductivity meters and pH meters and ion-selective electrodes, noise meters,

© Commonwealth of Australia, 2025 Skills Insight

melting point apparatus, viscometers and instrument chart recorders
- steel ruler/tapes and spirit levels, shovels, scoops, plates, rods, cylinder moulds and buckets
- rifflers and splitters and mixers, compaction rammers and soil classification equipment, penetrometers, force measuring equipment and tensiometers, and hardness testing equipment
- animal cages
- vehicles

Typical materials

Typical materials include, but are not limited to, one or more of:

- consumable items, such as syringes, pipette tips and weigh boats
- PPE
- distilled water, reagents, chemicals, disinfectants, detergents, agar media and plates
- equipment spares, such as fuses, bulbs and batteries
- oils/lubricants, fuels, industrial gases and cryogenics, such as dry ice and liquid nitrogen
- paper and stationery
- reference samples and standards

Cleaning requirements

Cleaning requirements include one or more of:

- decontamination and/or disinfection
- hygiene monitoring
- minimising environmental impacts
- operation of automatic cleaning apparatus, such as pipette washers, ultrasonic cleaners and dishwashers
- sterilisation and disposal of wastes using boiling, high pressure air or steam, microwaves, chemicals, gas, filtration, ultraviolet radiation and autoclaving
- use of specialised techniques, such as chromic acid baths and soaking in hypochlorite

Preparation areas

Preparation areas include one or more of:

- benches
- fume cupboards
- sheds
- sinks
-

© Commonwealth of Australia, 2025 Skills Insight

Agents for cleaning

Agents for cleaning include one or more of:

- cleaning solutions
- decontaminants
- organic solvents

Spillages

Spillages include one or more of:

- chemicals
- radioactive materials
- biologically active materials

Waste

Waste includes, but is not limited to, one or more of:

- broken glass and sharps
- disposable PPE
- spent reagents, spent or excess samples and test pieces, solvents and batteries
- used containers, boxes, bags and palettes, plastic and metals
- microorganisms

Stock records

Stock records include one or more of:

- calibration and maintenance history
- data sheets
- handbooks, warranty documents, catalogues, manuals and material safety data sheets (MSDS)
- records of usage, loans and breakages

Maintenance issues

Maintenance issues include, but are not limited to, one or more of:

- hygiene issues, prevention of contamination, cleaning, recycling and waste disposal
- checking materials and equipment are fit for purpose, equipment malfunction, and checking serviceability before storage
- potential hazards, incidents and emergencies, spillages, leakages, breakages and contamination
- stock requirements and shortages, and storage constraints

Hazards

Hazards include, but are not limited to, one or more of:

- sharps, broken glassware and hand tools

© Commonwealth of Australia, 2025 Skills Insight

- aerosols from broken centrifuge tubes and pipetting
- microbiological organisms and agents associated with soil, air, water, blood and blood products, and human or animal tissue and fluids
- chemicals, such as acids, heavy metals, pesticides and hydrocarbons
- sources of ignition, flammable liquids and gases
- cryogenic agents, such as dry ice and liquid nitrogen
- electric shock
- fluids under pressure, such as steam and industrial gas cylinders
- crushing, entanglement and cuts associated with moving machinery or falling objects
- manual handling, working at heights and working in confined spaces
- occupational overuse syndrome, slips, trips and falls
- pedestrian and vehicular traffic
- solar radiation, dust and noise

Established safe work practices

Established safe work practices include, but are not limited to, one or more of:

- applying containment procedures through the use of appropriate equipment, such as biohazard containers, laminar flow cabinets, Class I, II and III biohazard cabinets, and Class PCII, PCIII, and PCIV physical containment facilities
- ensuring access to service shut-off points
- following established manual handling procedures for tasks involving manual handling
- handling and storage of all hazardous materials and equipment in accordance with labelling, MSDS and manufacturer instructions
- identifying and reporting operating problems or equipment malfunctions
- labelling of samples, reagents, aliquoted samples and hazardous materials
- recognising and observing hazard warnings and safety signs
- reporting to appropriate personnel of abnormal emissions, discharges and airborne contaminants, such as noise, light, solids, liquids, water/wastewater, gases, smoke, vapour, fumes, odours and particulates
- use of PPE, such as hard hats, hearing protection, gloves, safety glasses, goggles, face guards, coveralls, gown, body suits, respirators and safety boots

© Commonwealth of Australia, 2025 Skills Insight

WHS and environmental management requirements	WHS and environmental management requirements include: • complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time • applying standard precautions relating to the potentially hazardous nature of samples • accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL933001A Maintain the laboratory/field workplace fit for purpose

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL933001 Maintain the laboratory/field workplace fit for purpose

Modification History

Release 1. Supersedes and is equivalent to MSL933001A Maintain the laboratory/field workplace fit for purpose

Performance Evidence

- Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:
- following workplace procedures, relevant codes and guidelines when maintaining the laboratory/field workplace
- applying information contained in material safety data sheets (MSDS) for materials handled regularly during the performance of maintenance tasks
- working safely and minimising exposure of hazards to self, others and the laboratory
- safely cleaning work preparation areas and equipment using appropriate cleaning agents, equipment and techniques
- safely removing spillages and disposing of wastes
- safely storing equipment and materials using workplace procedures, relevant codes and guidelines
- monitoring and reporting stock levels and the condition of laboratory materials and equipment
- keeping accurate, up-to-date records

reporting potential hazards and maintenance issues using workplace procedures.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- workplace procedures for the cleaning of work preparation areas, materials and equipment
- storage requirements for specific materials and equipment
- workplace procedures for minimisation and disposal of waste
- workplace procedures for monitoring of laboratory stocks
- work health and safety (WHS) and environment requirements.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.

© Commonwealth of Australia, 2025 Skills Insight

- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL943002 Participate in laboratory or field workplace safety
- Holistic assessment methods include:
  - observation of the candidate's techniques for cleaning and/or removal of spillages and waste disposal
  - review of stock records completed by the candidate
  - feedback from supervisors and peers
  - questioning to assess required knowledge of regulations and procedures where direct observation is difficult (such as dealing with hazards) and choice of materials and equipment.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - work preparation areas, stocks, materials and equipment, cleaning, decontamination and/or disinfection agents and equipment
  - personal protective equipment (PPE)
  - stock order firms, labels and records/forms.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

MSL933004 Perform calibration checks on equipment and assist with its maintenance

Modification History

Release 1. Supersedes and is equivalent to MSL933004A Perform calibration checks on equipment and assist with its maintenance

Application

This unit of competency covers the ability to perform set-up, pre-use and in-house calibration/validation checks on equipment and assist with its maintenance.

This unit of competency is applicable to laboratory assistants working in all industry sectors.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Perform set-up and pre-use checks of laboratory equipment**	1.1	Perform laboratory equipment set-up and pre-use checks in accordance with workplace procedures
		1.2	Perform safety checks in accordance with relevant workplace and instrumental procedures
		1.3	Identify faulty or unsafe components and equipment and report to appropriate personnel
		1.4	Complete equipment log books/records to meet

© Commonwealth of Australia, 2025 Skills Insight

			workplace requirements
2	**Perform calibration checks**	2.1	Start up equipment according to operating procedures
		2.2	Use specified standards for calibration check
		2.3	Check equipment in accordance with calibration procedures and schedules
		2.4	Record all calibration data accurately and legibly
		2.5	Compare data with specifications and/or previous records to identify non-compliant equipment
		2.6	Quarantine out-of-calibration equipment
3	**Assist with equipment maintenance**	3.1	Ensure all equipment work areas are clean during and after equipment use
		3.2	Perform basic maintenance in accordance with workplace procedures
		3.3	Clean and store equipment according to workplace and/or manufacturer's specifications/procedures
		3.4	Identify and replace, repair or dispose of damaged/worn equipment as appropriate
4	**Maintain records**	4.1	Record and report information on unsafe or faulty equipment according to workplace procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards covering the requirements for the competence of testing and calibration laboratories, laboratory safety and quality management
- national work health and safety (WHS) standards and codes of practice, national measurement regulations and guidelines
- industry specific codes, regulations and guidelines, such as good laboratory practice (GLP)
- workplace documents, such as standard operating procedures (SOPs), quality and equipment manuals, calibration check and maintenance schedules, material safety data sheets (MSDS) and safety procedures, material, production and product specifications, production and laboratory schedules, workplace recording and reporting procedures, and waste minimisation and safe disposal procedures

Typical equipment

Typical equipment includes, but is not limited to, one or more of:

- balances; glassware; plastic ware; glass, plastic and quartz cuvettes, pipettes, burettes and volumetric glassware
- blending, mixing and separating equipment, such as sieves and centrifuges
- autoclaves, dishwashers, refrigerators, freezers, ovens, hotplates, mantles, burners and muffle furnaces, microwave ovens, ultrasonic cleaners, incubators and water baths, and gas cylinders
- fume hoods, biohazard containers and biological safety cabinets
- microtomes and tissue processors, cell counters and staining machines
- colorimeters/spectrometers and polarimeters, light and fluorescence microscopes
- thermometers, thermohygrographs, hydrometers, conductivity meters and pH meters and ion-selective electrodes, noise meters, melting point apparatus, viscometers and instrument chart recorders
- steel ruler/tapes and spirit levels, shovels, scoops, plates, rods, cylinder moulds and buckets
- rifflers and splitters and mixers, compaction rammers and soil classification equipment, penetrometers, force measuring

© Commonwealth of Australia, 2025 Skills Insight

equipment and tensiometers, and hardness testing equipment

WHS and environmental management requirements	WHS and environmental management requirements include: • complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time • applying standard precautions relating to the potentially hazardous nature of samples • accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL933004A Perform calibration checks on equipment and assist with its maintenance

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL933004 Perform calibration checks on equipment and assist with its maintenance

Modification History

Release 1. Supersedes and is equivalent to MSL933004A Perform calibration checks on equipment and assist with its maintenance

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- performing set-up and pre-use checks for at least three (3) items of equipment
- recognising non-standard behaviour of equipment
- performing calibration checks for at least two (2) items of basic equipment using standard procedures
- obtaining reliable calibration data with the required accuracy and precision
- identifying non-compliant equipment by comparing calibration data with specifications and/or previous data records
- following workplace data recording and reporting procedures
- performing basic cleaning and/or maintenance tasks for at least three (3) items of equipment
- following all relevant work health and safety (WHS) and environmental management requirements.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- role and importance of regular calibration checks and maintenance of equipment
- function of key components of the equipment and details of the pre-use, calibration and safety checks and operating procedures for items of equipment used
- sources of uncertainty in equipment operation and their control
- basic equipment cleaning, maintenance and storage procedures for items of equipment used
- workplace procedures for recording data and reporting results
- relevant hazards, WHS and environmental management requirements.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.

© Commonwealth of Australia, 2025 Skills Insight

- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL973001 Perform basic tests
- Holistic assessment methods include:
  - review of equipment log book entries, calibration data and maintenance records generated by candidate
  - feedback from peers and supervisors about the candidates ability to perform calibration checks and assist with basic maintenance
  - observation of the candidate performing equipment set-up, pre-use checks, shutdown procedures, calibration checks, cleaning and maintenance tasks
  - oral or written questioning to check required knowledge of workplace procedures for the safe use, cleaning and maintenance of the items of equipment used.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - standard laboratory equipped with appropriate equipment and reference materials; cleaning, decontamination and/or disinfection agents and equipment; and personal protective equipment (PPE)
  - workplace procedures, equipment manuals and information/records management system.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL934003 Maintain and control stocks

Modification History

Release 1. Supersedes and is equivalent to MSL934003A Maintain and control stocks

Application

This unit of competency covers the ability to order, maintain and control the use of laboratory materials and/or equipment in the work area.

This unit of competency is applicable to technicians and technical officers working in all industry sectors.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Quality

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Maintain and control stocks of materials or equipment**	1.1	Label, document and store stocks in accordance with relevant standards and specific safety requirements
		1.2	Follow stock rotation procedures to maximise use of stocks within permitted shelf life
		1.3	Identify stock discrepancies and replace redundant or outdated stocks to maintain stocks at prescribed level

© Commonwealth of Australia, 2025 Skills Insight

		1.4	Identify and replace damaged/worn equipment or arrange for repairs or disposal as appropriate
		1.5	Initiate quality control sampling and testing procedures when appropriate
		1.6	Report stock problems outside own knowledge and authority limitations to relevant personnel
2	**Order and receive materials and equipment**	2.1	Determine requirements of customers and suppliers using appropriate communication and interpersonal skills
		2.2	Determine demand for stock, taking into account peak and seasonal variations in stock usage and production conditions
		2.3	Place and/or follow up approved orders using workplace systems and procedures
		2.4	Check condition of received goods and take appropriate action
3	**Maintain stock records**	3.1	Record all relevant details accurately using the specified forms/computer system
		3.2	Ensure that written information is legible and indelible
		3.3	File all records in the designated place
4	**Maintain a safe work environment**	4.1	Use established safe work practices and personal protective equipment (PPE) to ensure personal safety and that of other laboratory personnel
		4.2	Minimise the generation of wastes and environmental impacts
		4.3	Ensure the safe collection of redundant/outdated stocks for subsequent disposal

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards covering the requirements for the competence of testing and calibration laboratories; laboratory design and construction; laboratory safety; quality and environmental management; and labelling, storage, handling and transport of hazardous substances
- national work health and safety (WHS) standards and codes of practice, national measurement regulations and guidelines, and national environmental protection measures
- specific legislation, regulations, codes, guidelines, procedures and methods, such as Australian code of good manufacturing practice for medicinal products (GMP), principles of good laboratory practice (GLP), dangerous goods, animal welfare, Australian Quarantine and Inspection Service (AQIS) Export Control Orders and Import Guidelines, Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), gene technology, and National Health and Medical Research Council (NHMRC)
- workplace documents, such as standard operating procedures (SOPs); quality and equipment manuals; calibration and maintenance schedules; material safety data sheets (MSDS) and safety procedures; material, production and product specifications; production and laboratory schedules; workplace recording and reporting procedures; and waste minimisation and safe disposal procedures
- customer database and supplier catalogues, customer-specific requirements/standards, internal/external stock orders and overdue actions

Workplace

Workplace procedures include, but are not limited to, one or more of:

© Commonwealth of Australia, 2025 Skills Insight

procedures

- ordering, purchase and receipt of stocks
- verification of temperature control for delivered and stored stocks (e.g. reagents containing enzymes)
- organisation of compatible batch or lot numbers
- storage of stocks, stock control and rotation of stock
- quality control testing, monitoring of use by dates of standards and shelf life of reagents (e.g. DNA, enzymes, antibodies, radioisotopes and vitamins)
- reporting non-conformances

Records

Records include, but are not limited to, one or more of:

- current inventories, stock usage, orders and progress of orders
- equipment servicing and repairs
- quality control sampling, testing and stock rotation

Hazards

Hazards include, but are not limited to, one or more of:

- electric shock
- chemicals, such as acids and hydrocarbons
- microbiological organisms associated with blood and blood products
- radioisotopes
- sharps, such as broken glassware
- disturbance or interruption of services
- manual handling of heavy boxes
- fluids under pressure and industrial gas bottles

Safety procedures

Safety procedures include:

- use of personal protective equipment (PPE), such as hearing protection, gloves, safety glasses, coveralls and safety boots
- ensuring access to service shut-off points
- handling and storing hazardous materials and equipment in accordance with labels, MSDS, manufacturer's instructions, and workplace procedures and regulations
- regular cleaning of equipment and work areas

WHS and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be

© Commonwealth of Australia, 2025 Skills Insight

compromised at any time

- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL934003A Maintain and control stocks

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL934003 Maintain and control stocks

Modification History

Release 1. Supersedes and is equivalent to MSL934003A Maintain and control stocks

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- accessing online databases and/or catalogues efficiently
- following workplace procedures for predicting and/or determining demand for stock; and researching, ordering and receiving stock, materials and equipment
- maintaining stocks of materials and equipment at prescribed levels for the work area, through regular inspections, timely ordering of replacement items and follow-up of late orders
- performing quality control sampling and testing and rotating stock in accordance with workplace procedures
- managing peak and seasonal variations in stock usage and production conditions
- interpreting labelling information (lot number, batch and date) and material safety data sheets (MSDS) correctly
- applying procedures for safe (manual) handling, storage and transport of stocks
- completing and recording all stock records and documentation accurately
- demonstrating effective communication and interpersonal skills when dealing with customers and suppliers.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- terminology associated with ordering and storage of stocks
- laboratory stock, product and service information relevant to job role
- types of hazardous chemical reactions and the rationale for recommended storage systems
- workplace procedures and quality system requirements for stock control
- codes of practice and regulations concerning the labelling, handling, storage and transport of stock relevant to job role
- relevant hazards, work health and safety (WHS) and environment requirements.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.

© Commonwealth of Australia, 2025 Skills Insight

- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL935004 Maintain instruments and equipment
- Holistic assessment methods include:
  - review of documentation for orders prepared by the candidate
  - examination of stock records maintained by the candidate
  - feedback from the laboratory manager, quality manager, customer service manager, supervisor, customers and peers
  - oral or written questioning to check knowledge of the maintenance and control requirements for a selection of stock
  - observation of the candidate handling stock and conducting quality control sampling and testing.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - stocks of materials and equipment
  - stock order forms and documentation
  - sampling and testing equipment
  - online information systems, inventories, print records, databases and catalogues
  - codes of practice and regulations concerning the handling, storage and transport of the stock.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL935002 Assist in the maintenance of reference materials

Modification History

Release 1. Supersedes and is equivalent to MSL935002A Assist in the maintenance of reference materials

Application

This unit of competency covers the ability to assist in the maintenance of reference materials that can be used in tests and the identification of new specimens as part of quality control of laboratory procedures. The unit of competency does not cover the scientific identification of species or specimens.

This unit of competency is applicable to technical officers and laboratory technicians working in all industry sectors.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked

Pre-requisite Unit

Nil

Competency Field

Quality

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Acquire reference materials**	1.1	Confirm that required transit conditions were maintained
		1.2	Apply quarantine or isolation arrangements as necessary
		1.3	Record data of accessioned reference material in the collection database

© Commonwealth of Australia, 2025 Skills Insight

		1.4	Label material to ensure that its identity is maintained during storage and issue
2	**Maintain reference materials**	2.1	Monitor storage conditions to ensure that they comply with suppliers' warranty specifications
		2.2	Monitor storage conditions to ensure materials remain true to specification
		2.3	Test material during storage and before release, where relevant and appropriate, to report on reference characteristics and specificity
		2.4	Report findings that suggest reference specimens may be deteriorating
3	**Dispense reference materials to clients**	3.1	Verify requests with supervisor before requests for reference materials are processed
		3.2	Supply reference material without contamination of stock material
		3.3	Keep records of materials issued in accordance with workplace procedures
4	**Maintain a safe work environment**	4.1	Use established safe work practices and personal protective equipment (PPE) to ensure personal safety and that of other laboratory personnel
		4.2	Follow safety protocols when handling and processing reference materials
		4.3	Minimise the generation of wastes and environmental impacts
		4.4	Ensure the safe collection of redundant/outdated stocks for subsequent disposal

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards covering the requirements for the competence of testing and calibration laboratories; laboratory design and construction; laboratory safety; quality and environmental management; and labelling, storage, handling and transport of hazardous substances
- national work health and safety (WHS) standards and codes of practice, national measurement regulations and guidelines, and national environmental protection measures
- specific legislation, regulations, codes, guidelines, procedures and methods, such as Australian code of good manufacturing practice for medicinal products (GMP), principles of good laboratory practice (GLP), dangerous goods, animal welfare, Australian Quarantine and Inspection Service (AQIS) Export Control Orders and Import Guidelines, Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), gene technology, National Health and Medical Research Council (NHMRC) and Therapeutic Goods Regulations
- workplace documents, such as standard operating procedures (SOPs); quality and equipment manuals; calibration and maintenance schedules; material safety data sheets (MSDS) and safety procedures; material, production and product specifications; production and laboratory schedules; workplace recording and reporting procedures; waste minimisation and safe disposal procedures; and cleaning, hygiene and personal hygiene requirements
- sampling procedures (labelling, preparation, storage, transport and disposal)
- test procedures (validated and authorised)
- schematics, work flows and laboratory layouts

© Commonwealth of Australia, 2025 Skills Insight

Reference materials

Reference materials include, but are not limited to, one or more of:

Process manufacturing and construction industry sector:

- drill (core) samples for mineral identification
- concrete samples for analysis of composition and/or strength and suitability for application

Biomedical and environmental industry sector:

- specimens, including cells, tissues and samples of aqueous or proteinaceous standards
- bacterial cultures related to colony and microscopic morphology, specificity and reliability of staining reaction, biochemical characteristics and immunological characteristics
- cell suspensions and cell and tissue preparations that can act as quantitative or qualitative controls in tests and procedures
- plasma and other body fluids with known attributes or quanta that can act as standards and controls in quantitative and qualitative tests and procedures

Food and beverage processing industry sector:

- aggregates, grains and powders
- materials for testing viability of enzymes used in process
- bacterial or yeast cultures relating to colony and microscopic morphology for culturing purpose
- grain samples used in identification of cereal specimens (e.g. barley varieties, such as Proctor, Franklin and Stirling)
- food samples used in allergy testing (e.g. nuts, wheat, milk and fish)

Equipment, materials and systems

Equipment, materials and systems include, but are not limited to, one or more of:

- laboratory glassware and measuring equipment, centrifuges, water baths and incubators, lyophilisers and humidifiers
- equipment and material for storage and/or transport, such as storage boxes, dry ice or ice packs and liquid nitrogen
- storage and display cabinets
- information management systems, databases, record and filing systems
- equipment suitable for the safe collection and disposal of biological and non-biological wastes

© Commonwealth of Australia, 2025 Skills Insight

Hazards

Hazards include, but are not limited to, one or more of:

- chemicals, reagents
- microorganisms associated with soil, air, water, blood and blood products and human or animal tissue and fluids
- sharps, such as broken glassware
- disturbance or interruption of services
- manual handling of heavy boxes

Safety procedures

Safety procedures include, but are not limited to, one or more of:

- use of PPE, such as hearing protection, gloves, safety glasses and coveralls
- ensuring access to service shut-off points
- handling and storing hazardous materials and equipment in accordance with labels, MSDS, manufacturer's instructions and workplace procedures and regulations
- regular cleaning of equipment and work areas

WHS and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time
- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL935002A Assist in the maintenance of reference materials

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL935002 Assist in the maintenance of reference materials

Modification History

Release 1. Supersedes and is equivalent to MSL935002A Assist in the maintenance of reference materials

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- maintaining reference materials so that their reference characteristics and attributes are stable in storage and manifest in use after retrieval
- maintaining material identity during storage and transport
- testing stored material for reference characteristics before release
- performing all tests and manipulations safely
- communicating appropriately with customers.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- the nature and purpose of certified reference materials(i.e. what they are, when and why they should be used)
- the storage requirements of biological and non-biological materials
- quarantine or isolation procedures relevant to work area
- the labile nature of chemical and biological materials
- the rationale for testing reference characteristics before issuing reference materials
- reasons for testing before accession of reference materials
- relevant hazards, work health and safety (WHS) and environment requirements.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.

© Commonwealth of Australia, 2025 Skills Insight

- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL916003 Supervise laboratory operations in work or functional area
  - MSL975001 Perform microbiological tests
  - MSL976003 Evaluate and select appropriate test methods and procedures
- Holistic assessment methods include:
  - review of records for the supply of reference materials by the candidate
  - observation of the candidate performing tests of stored reference material prior to release and review of results
  - review of responses to reference material case studies or ‘what if’ scenarios
  - oral/written questioning about receipt, testing during storage and release of reference materials.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - equipment and materials related to the workplace task for which the reference material is relevant
  - reference materials
  - standard operating procedures (SOPs).
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL935003 Authorise the issue of test results

Modification History

Release 1. Supersedes and is equivalent to MSL935003A Authorise the issue of test results

Application

This unit of competency covers the ability to critically assess the accuracy of data and validity of test results prior to formally authorising their release to the client. It involves the statistical analysis of data and information generated during calibration, sampling and testing to determine whether quality and/or process parameters have been achieved. Personnel are required to investigate and, if necessary, rectify results that are not consistent with expected values.

This unit of competency is applicable to laboratory personnel working in all industry sectors who are approved by their organisation to authorise the results obtained for specific test methods. In many instances these personnel are known as 'signatories' or 'delegates' for the tests involved. The scope of tests authorised in each case will be determined by the specialised knowledge, technical competence and experience of the personnel involved.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

MSL925001 Analyse data and report results

MSL924001 Process and interpret data

Competency Field

Quality

Unit Sector

Elements and Performance Criteria

Elements describe the Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

essential outcomes.		demonstrate achievement of the element.	
1	**Verify the accuracy of data and technical records**	1.1	Access relevant job instructions, data and technical records in laboratory information management system (LIMS)
		1.2	Confirm that technical records provide sufficient information to ensure traceability for the tests involved
		1.3	Compare data with expected values and identify any outliers
		1.4	Inspect data records to check the integrity of data entry, alterations, transfers and calculations
		1.5	Correct and initial any incorrect data records
		1.6	Sign off data records as correct
2	**Determine if results are acceptable and within expectation**	2.1	Compare results with expected values and identify any significant differences
		2.2	Check the reliability of results by examining data, statistical analysis of data and results from repeat tests or duplicate samples
		2.3	Assess the significance of any documented observations of atypical test conditions or environment and/or sample appearance
		2.4	Check that all calculations are free from error
		2.5	Check that estimates of uncertainty are reasonable and consistent with the test method, client and/or product specification requirements
		2.6	Authorise the issue of results that meet the organisation's quality standards and are consistent with expectations
3	**Investigate unexpected or unacceptable results**	3.1	Examine records of pre-use checks and calibration performance to ensure that the equipment and/or instruments used meet test specifications and workplace requirements
		3.2	Establish whether human and/or environmental factors could have affected the reliability of results

© Commonwealth of Australia, 2025 Skills Insight

		3.3	Check for obvious sources of interferences that may have occurred during measurements
		3.4	Retrieve stored samples (if available) and assess whether they are atypical or contaminated
		3.5	Perform control tests using the same, or new, samples to check unexpected results
		3.6	Authorise the issue of unexpected results that meet the organisation's quality standards
		3.7	Identify possible root causes of unacceptable results and appropriate preventative/corrective actions
		3.8	Report investigation outcomes and recommendations for improvements in accordance with workplace procedures
4	**Liaise with clients about results**	4.1	Establish whether sampling procedures used by the client could contribute to unexpected/unacceptable results
		4.2	Arrange for new samples and/or re-testing as necessary
		4.3	Explain investigation outcomes and confidence level for unexpected test results

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or	Standards, codes, procedures and/or workplace requirements

© Commonwealth of Australia, 2025 Skills Insight

workplace requirements include the latest version of one or more of:

- Australian and international standards covering the requirements for the competence of testing and calibration laboratories, quality management systems and plans, measurement management, accuracy of measurement methods and results, expression of uncertainty of measurement (GUM), quantifying uncertainty in analytical measurement, and sampling and testing methods
- National Association of Testing Authorities (NATA) accreditation program requirements and any supplementary requirements for the relevant field of testing, NATA technical notes, policy circulars and guidelines
- national measurement regulations and guidelines
- specific codes, regulations guidelines, procedures and methods, such as Australia New Zealand Food Standards (ANZFS) Code, Australian code of good manufacturing practice for medicinal products (GMP), principles of good laboratory practice (GLP), National Health and Medical Research Council (NHMRC) Guidelines, and Therapeutic Goods Regulations
- workplace documents, such as standard operating procedures (SOPs); quality and equipment manuals; calibration and maintenance schedules; material safety data sheets (MSDS) and safety procedures; material, production and product specifications; production and laboratory schedules; workplace recording and reporting procedures; waste minimisation and safe disposal procedures; inspection test plans and sampling plans for sites
- customer-specific requirements/standards and customer quality plan

Technical records Technical records include, but are not limited to, one or more of:

- request forms, service agreements and contracts, clients notes, papers and feedback
- worksheets, work books, check sheets and work notes, original observations, derived data and calculations, and control graphs
- external and internal test reports, and calibration certificates
- listing of data and the personnel responsible for sampling, performance of each test/calibration and checking of results

© Commonwealth of Australia, 2025 Skills Insight

Statistical tests

Statistical tests include, but are not limited to, one or more of:

- standard deviation, standard deviation of the mean, histograms and frequency plots
- probability and normal probability plots
- run charts and control charts, such as Shewhart and CuSum
- regression methods for calibration, linearity checks and comparing analytical methods
- analysis of variance (ANOVA)
- data acceptability tests, such as T and F

Estimates of uncertainty

Estimates of uncertainty include, but are not limited to, one or more of:

- calibration uncertainty
- instability or drift in the calibrated instrument
- repeatability of the results
- resolution or readability of the instrument
- environmental influences, such as temperature, air pressure, humidity, vibration, electrical noise and gravity
- reference material uncertainty
- factors arising from using an instrument under a different operating environment or procedures (e.g. orientation of a transducer and immersion depth of a temperature probe)
- reproducibility of quality control data

Human and environmental factors

Human and environmental factors include, but are not limited to, one or more of:

- technician preparing the sample and/or performing the test did not apply the test method correctly
- inadequate attention to detail, fatigue and stress
- inadequate hygiene and sterility
- unacceptable dust, humidity, temperature and illumination levels
- electromagnetic disturbances
- variations to gas, electricity and water supply
- unacceptable sound and vibration levels
-

Sources of interference

Sources of interference include, but are not limited to, one or

© Commonwealth of Australia, 2025 Skills Insight

more of:

- spectral interference
- physical interference
- matrix effects
- presence of contaminants
- masking of analytes

Sample collection and preparation problems

Sample collection and preparation problems include, but are not limited to, one or more of:

- use of incorrect sample containers
- incorrect sample handling, storage or conditioning (filtered/non-filtered, temperature control and preservation), sample disturbance and sample segregation
- incomplete sample preparation
- incorrect particle size
- incorrect matrix
- incomplete digest

Preventative/corrective actions

Preventative/corrective actions include, but are not limited to, one or more of:

- regular use of certified reference materials
- internal quality controls using secondary reference materials
- participation in inter-laboratory comparison or proficiency testing programs
- replicate tests or calibrations using the same or different methods
- re-testing or recalibration of retained items
- correlation of results for different characteristics of an item
- additional audits and management reviews
- regular quality checks on consumables
- increased staff observation, supervision and/or training
- more detailed sample specifications, test methods and procedures

WHS and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must

© Commonwealth of Australia, 2025 Skills Insight

not be compromised at any time

- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL935003A Authorise the issue of test results

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL935003 Authorise the issue of test results

Modification History

Release 1. Supersedes and is equivalent to MSL935003A Authorise the issue of test results

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- verifying the accuracy and completeness of at least one (1) set of data, results and technical records for specified tests
- issuing at least one (1) set of specified test results in accordance with authorisation and workplace procedures
- reviewing at least one (1) set of records of sampling, sample preparation, testing and/or calibration activities to identify potential causes of unacceptable data/results
- using statistical tests to estimate uncertainties and determine data acceptability
- recognising unexpected or unacceptable data and results and then investigating the occurrence in a logical and efficient manner using effective problem-solving strategies
- rectifying results that are not consistent with expected values
- recommending appropriate preventative/corrective actions to control potential/actual non-conforming work
- explaining technical details of sampling, test methods and results to clients
- maintaining a professional approach and positive company/organisation image, including maintaining independence and an ability to resist improper influences.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- workplace procedures for authorising the issue of specified test results
- relevant reporting requirements, such as the *ISO Guide to the Expression of Uncertainty in Measurement*, National Association of Testing Authorities (NATA) and/or test methods
- the confidence level required according to the National Measurement Act 1960 (e.g. 95% for most applications, but it may be higher)
- scientific and technical knowledge of the samples, procedures, equipment, materials and instrumentation used to generate the specified test results and data
- at least three (3) statistical tests used to estimate uncertainties and determine data acceptability
- expected values for data and results and the uncertainty components for specified test methods
- common sources of interference, human and environmental factors, sample preparation problems and relevant preventative/corrective actions associated with specified test results

© Commonwealth of Australia, 2025 Skills Insight

- confidentiality requirements relevant to job role
- work health and safety (WHS) and environmental management requirements relevant to job role.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL935001 Monitor the quality of test results and data
  - relevant MSL974000 and MSL975000 series units of competency that cover the ability to perform the tests involved, relevant data analysis and quality assurance procedures.
- Holistic assessment methods include:
  - review of records and test results verified and issued by the candidate
  - feedback from supervisors and clients regarding the candidate's ability to issue authorised test results
  - review of recommendations and reports prepared by the candidate
  - questions to assess understanding of procedures governing the authorised issue of test results, acceptability of data/results, sources of uncertainty and preventative/corrective actions.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - sampling and test methods, description of test set-up, data sets, results and technical records
  - calculator
  - spreadsheets and databases
  - computer, relevant software or laboratory information system
  - workplace quality procedures.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.

© Commonwealth of Australia, 2025 Skills Insight

- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL952002 Handle and transport samples or equipment

Modification History

Release 1. Supersedes and is equivalent to MSL952002A Handle and transport samples or equipment

Application

This unit of competency covers the ability to pick up and transport samples or test/calibration equipment in a way that ensures the integrity of subsequent test results.

This unit of competency is applicable to couriers and laboratory and field assistants in all industry sectors. The person transporting the items is not necessarily responsible for sampling or testing. This unit does not cover sample collection or the ability to handle and transport animals as might be defined under prevailing animal care and ethics legislation and practices.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Sampling

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Prepare for pickup**	1.1	Confirm pickup sequence and any licence or permit requirements with supervisor
		1.2	Check that vehicle and communication devices are in working order

© Commonwealth of Australia, 2025 Skills Insight

		1.3	Check that required transport containers and materials are in the vehicle
2	**Pick up and transport items**	2.1	Confirm the number and nature of items to be picked up on arrival
		2.2	Ensure items match documentation
		2.3	Apply workplace requirements to the transport of samples and/or equipment
		2.4	Alert laboratory personnel to any special needs that are identified on documents accompanying the items
		2.5	Complete required documentation at pickup point
		2.6	Stow items in the specified transport containers and under the required conditions
		2.7	Maintain sample integrity at all times
		2.8	Deliver items to reception point in accordance with workplace procedures
		2.9	Maintain confidentiality of information
3	**Maintain transport equipment**	3.1	Maintain vehicle according to workplace requirements
		3.2	Maintain state of transport containers to ensure they are fit for purpose
		3.3	Requisition stocks of consumable materials as required
		3.4	Replenish stocks of collecting equipment at collection centres as required
4	**Maintain a safe work environment**	4.1	Use established work safety practices and personal protective equipment (PPE) to ensure personal safety and that of others
		4.2	Clean up spills, if they occur, using workplace procedures
		4.3	Minimise the generation of waste

© Commonwealth of Australia, 2025 Skills Insight

4.4 Dispose of all waste in accordance with workplace procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards covering the requirements for the competence of testing and calibration laboratories; laboratory safety; quality management and environmental management; and labelling, storage, transport and disposal of hazardous materials
- national work health and safety (WHS) standards and codes of practice, and national environmental protection measures
- specific codes, guidelines and procedures, such as Australian Dangerous Goods Code, Australia Post Guides and International Air Transport Association (IATA) Regulations
- workplace documents, such as standard operating procedures (SOPs); material safety data sheets (MSDS); safety procedures for specific materials and equipment; material, production and product specifications; production and laboratory schedules; workplace recording and reporting procedures; spillage and waste containment and disposal protocols; maps and site plans; protocols regarding customer liaison and use of communication devices; vehicle log books and incident/accident report forms

Workplace requirements for the transport of samples

Workplace requirements for the transport of samples and/or equipment include, but are not limited to, one or more of:

- using appropriate sample containers (glass, plastic and opaque)

© Commonwealth of Australia, 2025 Skills Insight

and/or equipment	and preservatives • using appropriate sample and equipment boxes (insulated, shockproof and waterproof) • wrapping containers in foil to exclude light • using temperature control, which may involve prevention of direct contact between the sample and coolant • restraining containers to prevent movement • checking sample viability during transport while avoiding unnecessary handling
Work safety procedures	Work safety procedures include, but are not limited to, one or more of: • using safe vehicle driving practices • handling, labelling and storing hazardous material and equipment in accordance with labels, MSDS, manufacturer instructions and workplace procedures and regulations, and signage • using PPE • regular cleaning and/or decontamination of equipment and vehicle • containing and cleaning up spillage or breakages • using appropriate techniques and equipment to safely dispose of waste materials
WHS and environmental management requirements	WHS and environmental management requirements include: • complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time • applying standard precautions relating to the potentially hazardous nature of samples • accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL952002A Handle and transport samples or equipment

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL952002 Handle and transport samples or equipment

Modification History

Release 1. Supersedes and is equivalent to MSL952002A Handle and transport samples or equipment

Performance Evidence

- Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:
- planning the pickup of items in conjunction with a supervisor on at least one (1) occasion
- safely picking up and transporting samples or test/calibration equipment on at least two (2) occasions in a way that ensures the integrity of subsequent test results
- checking that the vehicle, transport containers and materials, and communication devices are present and fit for purpose prior to departure
- using communication devices to maintain contact between the courier, reception centre and routine pickup locations
- communicating effectively and courteously with individuals, customers, clients and reception staff
- maintaining confidentiality and reporting problems, accidents and incidents in accordance with procedures
- recording details of item exchange in relevant sections of chain of custody forms, as required
- maintaining stocks of consumables and collecting equipment at collection centres, as required
- cleaning up spills, if they occur, and minimising and disposing of waste in accordance with workplace procedures.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- need for appropriate and timely transport and the importance of effective communication with clients and customers to workplace business
- nature of samples and/or equipment transported and the effects of changes in environmental conditions, vibration and shock on them
- control measures for minimising exposure to hazardous materials and equipment
- procedures for safe, efficient containment and clean up of spillages and breakages and their disposal
- maintenance requirements of vehicle and equipment used in the handling and transporting samples and equipment
- workplace procedures for responding to emergencies

© Commonwealth of Australia, 2025 Skills Insight

- relevant hazards, work health safety (WHS) and environment requirements

Additional knowledge requirements will apply for different industry sectors. For example for biomedical samples:

- labile nature of biological and environmental samples
- possible infectivity of biological materials
- effects of exposure to radioactive materials.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL943002 Participate in laboratory or field workplace safety
- Holistic assessment methods include:
  - review of the candidate's job sheets or logs of completed activities
  - review of the quality of results traceable to the transport of samples or equipment by candidate
  - feedback from supervisors, other laboratory personnel and customers about the candidate's ability to communicate effectively and safely handle and transport samples and equipment in accordance with workplace procedures and schedules
  - direct observation of the candidate's work as a courier
  - oral or written questions to assess knowledge of workplace requirements for the handling and transport of samples and equipment
  - simulated role plays covering interactions between a courier and personnel at a reception desk or customer pickup centre.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - transport vehicle, containers for transporting samples and test/calibration equipment, and communication devices

© Commonwealth of Australia, 2025 Skills Insight

    - workplace protocols and procedures covering the handling and transport of samples or equipment.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
    - relevant VET or other qualification/Statement of Attainment AND/OR
    - relevant workplace experience.
- Currency can be demonstrated through:
    - performing the competency being assessed as part of current employment OR
    - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL953001 Receive and prepare samples for testing

Modification History

Release 1. Supersedes and is equivalent to MSL953001A Receive and prepare samples for testing

Application

This unit of competency covers the ability to log samples, check sample documentation, and schedule and prepare samples for testing in accordance with workplace procedures. This unit does not include testing, tissue processing or similar techniques.

This unit of competency is applicable to field and laboratory assistants in all industry sectors who receive and prepare samples as part/all of their job in a sample reception area.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Sampling

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Log samples**	1.1	Record date (and time of arrival, if required) of samples at workplace
		1.2	Check and match samples with request forms before they are accepted
		1.3	Enter samples into the laboratory information

© Commonwealth of Australia, 2025 Skills Insight

			management system (LIMS)
		1.4	Apply required document tracking procedures
		1.5	Process 'urgent' test requests according to workplace requirements
		1.6	Ensure security and traceability of all information, laboratory data and records
2	**Address client and customer service issues**	2.1	Report to referring client when samples and request forms do not comply with workplace requirements
		2.2	Refer to supervisor for instruction where 'return to source' is inappropriate or not possible
		2.3	Maintain confidentiality of all client/workplace data and information
		2.4	Ensure that information provided to customers is accurate, relevant and authorised for release
		2.5	Deal with customers politely and efficiently and in accordance with workplace procedures
3	**Prepare samples for testing**	3.1	Perform physical separation of the samples, as required
		3.2	Prepare the required number of sub-samples
		3.3	Perform chemical separation of the samples, as required
		3.4	Place samples in appropriate transport media, if appropriate
		3.5	Monitor and control sample conditions before, during and after processing
4	**Distribute samples**	4.1	Group samples requiring similar testing requirements
		4.2	Distribute samples to workstations maintaining sample integrity
		4.3	Distribute request forms for data entry or filing in accordance with workplace procedures

© Commonwealth of Australia, 2025 Skills Insight

		4.4	Check that samples and relevant request forms have been received by laboratory personnel
5	**Maintain a safe work area and environment**	5.1	Apply safe work practices to ensure personal safety and that of other laboratory personnel
		5.2	Use appropriate personal protective equipment (PPE) to ensure personal safety when sampling, processing, transferring or disposing of samples
		5.3	Report all accidents and spillages to supervisor
		5.4	Clean up splashes and spillages immediately using appropriate techniques and precautions
		5.5	Minimise the generation of wastes and environmental impacts
		5.6	Ensure the safe disposal of hazardous materials and other laboratory wastes

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards covering the requirements for the competence of testing and calibration laboratories; laboratory safety; quality and environmental management; and labelling, storage, transport and disposal of hazardous materials
- national work health and safety (WHS) standards and codes of

© Commonwealth of Australia, 2025 Skills Insight

practice, and national environmental protection measures
- specific codes, guidelines and procedures, such as Australian Dangerous Goods Code, Australia Post Guides, International Air Transport Association (IATA) Regulations, and Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) Codes of Practice
- workplace documents, such as standard operating procedures (SOPs); material safety data sheets (MSDS); safety procedures for specific materials and equipment; incident/accident report forms; material, production and product specifications; production and laboratory schedules; workplace recording and reporting procedures; spillage and waste containment and disposal protocols; and customer service standards
- procedure sheets indicating how samples and sub-samples are to be labelled, prepared, processed, distributed, flagged for urgent testing or for other non-routine requirements, including referral to external laboratories, transport and storage requirements

Samples received

Samples received include, but are not limited to, one or more of:

- gas or air samples
- liquid samples, such as water and wastewater, stormwater, sludges, and complex mixtures and sewage
- solid samples, such as soils and sediments, rocks/minerals, concrete, quarry or mining products
- solid wastes, such as hazardous, non-hazardous, domestic, commercial, industrial, mining and agricultural
- biological specimens, such as tissue and blood
- raw materials, start, middle, end of production run samples and final products

Safe work practices

Safe work practices include, but are not limited to, one or more of:

- using MSDS and standard precautions when dealing with potentially hazardous materials
- handling, and storing hazardous materials and equipment in accordance with labels, MSDS, manufacturer instructions, and workplace procedures and regulations
- using biohazard containers and laminar flow cabinets
- labelling of reagents and hazardous materials correctly
- regularly cleaning and/or decontaminating equipment and work areas
- using PPE, such as hard hats, hearing protection, gloves, safety glasses, goggles, face guards, coveralls, gowns, body suits, respirators and safety boots

© Commonwealth of Australia, 2025 Skills Insight

WHS and environmental management requirements	WHS and environmental management requirements include: • complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time • applying standard precautions relating to the potentially hazardous nature of samples • accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL953001A Receive and prepare samples for testing

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL953001 Receive and prepare samples for testing

Modification History

Release 1. Supersedes and is equivalent to MSL953001A Receive and prepare samples for testing

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- safely receiving and preparing samples for testing in accordance with workplace procedures on at least three (3) occasions
- receiving and preparing at least three (3) different types of samples
- logging samples and checking samples for history, acceptable transport conditions and complete documentation
- promptly addressing client and customer service issues in consultation with appropriate personnel
- labelling, preparing, sub-sampling and storing samples to maintain sample integrity and traceability
- distributing samples for efficient testing in accordance with workplace procedures
- recognising and dealing with problems according to workplace procedures
- dealing with customers politely and efficiently
- disposing of samples following required procedures
- maintaining confidentiality of all data and information
- providing information to customers that is accurate, relevant and authorised for release
- maintaining equipment and ensuring a clean and safe work area.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- workplace procedures for the receipt, labelling, preparation, processing, documentation, distribution and storage of samples used in job role
- requirements of specified sample types for specific tests handled in job role
- potentially hazardous and unstable nature of samples
- importance of maintaining effective customer relations
- relevant hazards, work health and safety (WHS) and environment requirements.

Additional knowledge applies to industry sectors, for example, biomedical laboratories:

- potentially infective nature of all biological materials

© Commonwealth of Australia, 2025 Skills Insight

- nature of unstable solutions, such as anti-coagulated whole blood
- non-conformance of clotted samples for procedures, such as routine haematological tests.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL913001 Communicate with other people
  - MSL943002 Participate in laboratory or field workplace safety
- Holistic assessment methods include:
  - review of sample receipt and preparation records prepared by the candidate
  - feedback from supervisors and peers about the candidate's ability to receive and prepare samples in accordance with workplace procedures
  - observation of the candidate receiving and preparing samples
  - oral or written questions to assess required knowledge of receiving and preparing samples for testing.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - a laboratory information management system (LIMS) system and workplace procedures covering the receipt and preparation of samples for testing
  - sample containers, tubes, request forms and sample documentation
  - simulated samples when an authentic sample is unavailable or inappropriate.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:

© Commonwealth of Australia, 2025 Skills Insight

- performing the competency being assessed as part of current employment OR
- having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL954001 Obtain representative samples in accordance with sampling plan

Modification History

Release 1. Supersedes and is equivalent to MSL954001A Obtain representative samples in accordance with sampling plan

Application

This unit of competency covers the ability to obtain a range of samples that are representative of the source material (e.g. raw ingredients, product in process and final product) and to prepare the samples for testing. All sampling activities are conducted in accordance with a defined sampling plan. This unit does not cover the subsequent testing of the samples.

This unit of competency is applicable to laboratory technicians in all industry sectors.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Sampling

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Prepare for sampling**	1.1	Confirm the sampling location, number and type of samples, and timing and frequency of sampling from workplace or client's sampling plan
		1.2	Liaise with relevant personnel to arrange site access and

© Commonwealth of Australia, 2025 Skills Insight

			all necessary clearances and/or permits as required
		1.3	Select sampling equipment and conditions to achieve representative samples and preserve sample integrity during collection, storage and transit
		1.4	Check that all procedures are in accordance with client or workplace requirements, relevant standards and codes
		1.5	Identify site and sampling hazards and review workplace safety procedures
		1.6	Assemble and check all sampling equipment, materials, containers and safety equipment
		1.7	Arrange suitable transport to, from and around site as required
2	**Conduct sampling and log samples**	2.1	Locate sampling sites and, if required, services at the site
		2.2	Conduct representative sampling in accordance with sampling plan and defined procedures
		2.3	Record all information and label samples in accordance with traceability requirements
		2.4	Record environment or production conditions and any atypical observations made during sampling that may impact on sample representativeness or integrity
		2.5	Transport all samples back to base according to standard operating procedures (SOPs) and relevant codes
3	**Prepare samples for testing**	3.1	Prepare sub-samples and back-up sub-samples that are representative of the source
		3.2	Label all sub-samples to ensure traceability and store in accordance with SOPs
		3.3	Follow defined preparation and safety procedures to limit hazard or contamination to samples, self, work area and environment
		3.4	Distribute sub-samples to defined workstations maintaining sample integrity and traceability requirements

© Commonwealth of Australia, 2025 Skills Insight

4	**Address client issues**	4.1	Enter approved information into laboratory information management system (LIMS)
		4.2	Report all relevant aspects of the sampling and preparation phases in accordance with workplace procedures
		4.3	Ensure that information provided to client is accurate, relevant and authorised for release
		4.4	Maintain security and confidentiality of all client/workplace data and information
5	**Maintain a safe work environment**	5.1	Clean all equipment, containers, work area and vehicles according to workplace procedures
		5.2	Check serviceability of all equipment before storage
		5.3	Use defined safe work practices and personal protective equipment (PPE) to ensure personal safety and that of other personnel
		5.4	Minimise the generation of wastes and environment impacts
		5.5	Ensure the safe collection of all hazardous wastes for appropriate disposal

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of

© Commonwealth of Australia, 2025 Skills Insight

the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards covering the requirements for the competence of testing and calibration laboratories; laboratory safety; quality and environmental management; sampling of materials; and labelling, storage, handling and transport of hazardous materials
- national work health and safety (WHS) standards and codes of practice, national environmental protection measures, and national measurement regulations and guidelines
- specific codes, guidelines and procedures, such as National Association of Testing Authorities (NATA) accreditation requirements and principles of good laboratory practice (GLP)
- workplace documents, such as SOPs; quality and equipment manuals; calibration and maintenance schedules; material safety data sheets (MSDS); safety procedures; material, production and product specifications; production and laboratory schedules; workplace recording and reporting procedures; waste minimisation and safe disposal procedures; and maps and site plans
- sampling procedures for specific samples, sites and clients (labelling, preparation, storage, transport and disposal)
- methods and procedures which may be written to meet workplace, client and/or regulatory/certifying body requirements

Materials sampled

Materials sampled include one or more of:

- gas or air samples
- water, groundwater, wastewater, stormwater, sludges and sewage
- soil, sediments, rocks, concrete, quarry and mining material, solid wastes
- raw materials, start, middle, end of production run samples, final products and materials used in production processes, such as flocculants
- plants, animals and microbiological samples

Types of samples

Types of samples include one or more of:

- grab samples
- composite samples
- quality control samples
- research or one-off samples

© Commonwealth of Australia, 2025 Skills Insight

- environmental or survey samples
-

Sampling tools and equipment

Sampling tools and equipment include, but are not limited to, one or more of:

- shovels, augers, chain saws, front-end loader, backhoe, excavator and drill rig
- sampling frames, sampling tubes, dip tubes, spears, flexible bladders and syringes, sample thief, pumps and stainless steel bailers
- sample bottles or containers, plastic containers and disposable buckets
- access valves
- auto samplers
- traps and cages
- sterile containers, pipettes, inoculating loops and disposable spoons

Maintenance of integrity of samples

Maintenance of integrity of samples includes one or more of:

- use of appropriate containers and lids, sealing of sample containers
- purging of sample lines and bores
- decontamination of sampling tools between collection of consecutive samples
- use of appropriate preservatives
- temperature control, which may involve insulation of the container in foil or wet newspaper, cloth, sand or sawdust, and separation of the sample and coolant
- transfer of sterile sample into sterile container
- handling and transport of samples to avoid disturbance or damage
- monitoring of storage conditions
- workplace/legal traceability through appropriate sample labelling and records

Safety procedures

Safety procedures include, but are not limited to, one or more of:

- use of biohazard containers and laminar flow cabinets
- correct labelling of reagents and hazardous materials
- use of PPE
- handling, and storing hazardous materials and equipment in accordance with labels, MSDS, manufacturer instructions, and workplace procedures and regulations
- regular cleaning and/or decontamination of equipment and work

© Commonwealth of Australia, 2025 Skills Insight

areas
- machinery guards
- signage, barriers, service isolation tags, traffic control and flashing lights
- lock out and tag-out procedures

WHS and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time
- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL954001A Obtain representative samples in accordance with sampling plan

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL954001 Obtain representative samples in accordance with sampling plan

Modification History

Release 1. Supersedes and is equivalent to MSL954001A Obtain representative samples in accordance with sampling plan

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- using a range of site sampling plans, samples and sampling procedures
- sampling from a range of sampling points and locations
- obtaining samples that are representative of the source material in accordance with a sampling plan on at least three (3) occasions
- obtaining at least three (3) different types of samples in accordance with sampling plans
- collecting the specified quantity of sample to enable all processing and testing to occur and back-up samples to be stored
- preparing samples for testing
- labelling samples and sub-samples and maintaining the integrity and security of samples following workplace and/or legal traceability requirements
- identifying atypical materials and samples and taking appropriate action
- maintaining sampling equipment in appropriate condition
- completing sampling records using workplace procedures
- following safety regulations and work health and safety (WHS) procedures during sampling, transport and storage
- following requirements for the disposal of waste and the preservation of the environment.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- principles of representative sampling, including:
- representative samples
- preservation of integrity of samples
- maintaining identification of samples relative to their source, workplace and legal traceability
- cost-effectiveness of sampling
- consistency of sampling procedures
- sampling principles, including random, systematic and stratified sampling
- characteristics of product/materials sampled as part of job role and likely contaminants
- function of key sampling equipment/materials and principles of operation

© Commonwealth of Australia, 2025 Skills Insight

- sampling procedures covering labelling, preparation, storage, transport and disposal, workplace and/or legal traceability requirements
- links between quality control, quality assurance, quality management systems and sampling procedures
- workplace procedures dealing with legislative requirements for the handling, labelling and transport of hazardous goods
- site and sampling hazards and the links between following WHS procedures and personal and environmental safety, particularly at high risk sites.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL924001 Process and interpret data
  - MSL943002 Participate in laboratory or field workplace safety
  - relevant MSL974000 series units of competency
  - relevant MSL975000 series units of competency relevant to the sampling
- Holistic assessment methods include:
  - inspection of samples collected by the candidate
  - review of sampling documentation completed by the candidate
  - observation of the candidate taking and preparing a range of samples
  - feedback from peers, customers and supervisors that sampling plans were followed
  - questioning to assess required knowledge of representative sampling procedures.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - source material, including raw ingredients, product in process and final products
  - a variety of sample types, sampling plans and procedures, sampling containers and sampling equipment, and sample preparation materials and equipment.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.

© Commonwealth of Australia, 2025 Skills Insight

- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL973001 Perform basic tests

Modification History

Release 1. Supersedes and is equivalent to MSL973001A Perform basic tests

Application

This unit of competency covers the ability to prepare samples and perform tests and measurements using standard methods with access to readily available advice from supervisors.

This unit of competency is applicable to laboratory/field assistants working in all industry sectors. In general, they do not calibrate equipment and make only limited adjustments to the controls. They do not interpret or analyse results or troubleshoot equipment problems.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Testing

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.
1	**Interpret test requirements**	1.1 Review test request to identify samples to be tested, test method and equipment involved
		1.2 Identify hazards and workplace controls associated with the sample, preparation methods, reagents and/or equipment

© Commonwealth of Australia, 2025 Skills Insight

2	**Prepare sample**	2.1	Record sample description, compare with specification, record and report discrepancies
		2.2	Prepare sample in accordance with appropriate standard methods
3	**Check equipment before use**	3.1	Set up test equipment in accordance with test method
		3.2	Perform pre-use and safety checks in accordance with workplace procedures and manufacturer instructions
		3.3	Identify faulty or unsafe equipment and report to appropriate personnel
		3.4	Check calibration status of equipment and report any out-of-calibration items to appropriate personnel
4	**Perform tests on samples**	4.1	Identify, prepare and weigh or measure sample and standards to be tested
		4.2	Conduct tests in accordance with workplace procedures
		4.3	Record data in accordance with workplace procedures
		4.4	Perform calculations on data as required
		4.5	Identify and report out of specification or atypical results promptly to appropriate personnel
		4.6	Shut down equipment in accordance with operating procedures
5	**Maintain a safe work environment**	5.1	Use established safe work practices and personal protective equipment (PPE) to ensure personal safety and that of other laboratory personnel
		5.2	Minimise the generation of wastes and environmental impacts
		5.3	Ensure safe disposal of laboratory and hazardous wastes
		5.4	Clean, care for and store equipment and reagents as

© Commonwealth of Australia, 2025 Skills Insight

required

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards covering the requirements for the competence of testing and calibration laboratories, laboratory safety and quality management
- national work health and safety (WHS) standards and codes of practice, and national measurement regulations and guidelines
- standard methods for basic tests
- workplace documents, such as standard operating procedures (SOPs); quality and equipment manuals; calibration and maintenance schedules; material safety data sheets (MSDS) and safety procedures; material, production and product specifications; production and laboratory schedules, workplace recording and reporting procedures; and waste minimisation and safe disposal procedures

Sample preparation

Sample preparation processes include one or more of:

- sub-sampling or splitting using procedures, such as riffling, coning and quartering, manual and mechanical splitters
- diluting samples
- physical treatments, such as ashing, dissolving, filtration, sieving, centrifugation and comminution
- moulding, casting or cutting specimens

© Commonwealth of Australia, 2025 Skills Insight

Typical basic tests carried out by laboratory/field assistants

Typical basic tests carried out by laboratory/field assistants include, but are not limited to, one or more of:

- visual/optical tests of appearance, such as colour, texture, identity, turbidity and refractive index (alcohol content and Baume/Brix)
- physical tests, such as:
  - density, specific gravity and compacted density
  - moisture content and water activity
  - particle size, particle shape and size distribution
- chemical tests, such as:
  - gravimetric, colorimetric, electrical conductivity (EC) and pH
  - specific ions using dipsticks and kits
  - nutrients (e.g. nitrates and orthophosphates) using kits
  - ashes, including sulphated ashes
- biological/environmental tests, such as:
  - pH, oxygen reduction potential (ORP), dissolved oxygen (DO) and EC
  - E coli using test kits, and surface hygiene/presence of microbes
- packaging tests, such as:
  - tearing resistance, bursting strength and impact resistance
  - permeability and/or leakage
- mechanical tests, such as:
  - Emerson class
  - concrete slump

Measurements

Measurements include, but are not limited to, one or more of:

- simple ground surveys
- meteorological parameters, such as wind direction/strength, rainfall, maximum/minimum temperature, humidity and solar radiation
- simple background radiation survey
- production/process parameters, such as temperature, flow and pressure
- gas levels in a confined space

WHS and environmental management

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through

© Commonwealth of Australia, 2025 Skills Insight

requirements	state/territory or federal legislation. These requirements must not be compromised at any time • applying standard precautions relating to the potentially hazardous nature of samples • accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL973001A Perform basic tests

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL973001 Perform basic tests

Modification History

Release 1. Supersedes and is equivalent to MSL973001A Perform basic tests

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- accurately interpreting workplace procedures and standard methods
- preparing samples using at least three (3) different processes
- performing at least five (5) basic tests or measurements using standard methods and procedures
- checking test equipment before use
- completing all tests within the required timeline without sacrificing safety, accuracy or quality
- demonstrating close attention to the accuracy and precision of measurements and the data obtained
- calculating simple quantities using appropriate equations, units, uncertainties and precision
- recording and presenting results accurately and legibly
- maintaining the security, integrity and traceability of all samples, data/results and documentation
- following procedures for working safely and minimising environmental impacts.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- concepts of metrology, including:
  - all measurements are estimates
  - measurements belong to a population of measurements of the measured parameters
  - precision, accuracy and significant figures
  - sources of error, uncertainty and repeatability
  - traceability
- international system of units (SI)
- purpose of tests performed as part of job role and principles of the standard methods/specifications used
- function of key components of the test equipment, pre-use equipment and safety checks
- sources of uncertainty in measurement and methods for control
- workplace and/or legal traceability requirements
- interpretation and recording of test result, including simple calculations

© Commonwealth of Australia, 2025 Skills Insight

- procedures for recognising and reporting of unexpected or unusual results
- relevant hazards, work health safety (WHS) and environment requirements.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL922001 Record and present data
- Holistic assessment methods include:
  - review of the quality of test data/results achieved by the candidate over time
  - inspection of records and workplace documentation completed by the candidate
  - observation of the candidate performing a range of basic tests
  - feedback from peers and supervisors
  - oral or written questioning to check required knowledge of basic test procedures.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
- a standard laboratory equipped with basic test equipment, common measuring instruments, materials, standard methods, workplace procedures, MSDS and equipment manuals.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL973002 Prepare working solutions

Modification History

Release 1. Supersedes and is equivalent to MSL973002A Prepare working solutions

Application

This unit of competency covers the ability to prepare working solutions and to check that existing stocks of solutions are suitable for use. Working solutions include those required to perform laboratory tests. Personnel are required to calculate quantities and make dilutions.

This unit of competency is applicable to laboratory assistants working in all industry sectors.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Testing

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Make up working solutions**	1.1	Identify the relevant standard methods for solution preparation
		1.2	Assemble specified laboratory equipment
		1.3	Select and prepare materials and solvent of specified purity
		1.4	Measure appropriate quantities of reagents for solution

© Commonwealth of Australia, 2025 Skills Insight

			preparation and record data
		1.5	Prepare labels and log solution details in laboratory register
		1.6	Transfer solutions to appropriately labelled containers
2	**Check existing stock of solutions**	2.1	Monitor shelf life of working solutions and identify those that are unfit for use according to laboratory procedures
		2.2	Replace out-of-date or reject solutions according to laboratory procedures
3	**Maintain a safe work environment**	3.1	Use appropriate safety procedures and personal protective equipment (PPE) to ensure personal safety and that of other laboratory personnel
		3.2	Store reagents and clean/store glassware and equipment in accordance with workplace procedures
		3.3	Minimise generation of waste and environmental impacts
		3.4	Clean up spills using appropriate techniques
		3.5	Ensure the safe collection of laboratory and hazardous waste for subsequent disposal

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of

© Commonwealth of Australia, 2025 Skills Insight

the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards covering the requirements for the competence of testing and calibration laboratories, laboratory safety, quality management and laboratory glassware
- national work health and safety (WHS) standards and codes of practice, national environmental protection measures, and national measurement regulations and guidelines
- specific codes, guidelines and procedures, such as National Association of Testing Authorities (NATA) accreditation requirements and principles of good laboratory practice (GLP)
- workplace documents, such as standard operating procedures (SOPs); quality and equipment manuals; calibration and maintenance schedules; material safety data sheets (MSDS); safety procedures; material, production and product specifications;, production and laboratory schedules; workplace recording and reporting procedures; and waste minimisation and safe disposal procedures
- workplace procedures and standard methods for preparing working solutions

Working solutions

Working solutions include, but are not limited to, one or more of:

- solutions required for diagnostic/analytical and limit tests in food and chemical laboratories, such as sulphates, chlorides and heavy metals
- staining solutions for standard diagnostic/analytical procedures in biomedical/environmental laboratories, such as cell staining, fixation of cells and tissues, suspension of cells and titrimetric indicators
- solutions required for laboratory maintenance and disinfection, such as 70% ethanol and hypochlorite

Safety procedures

Safety procedures include, but are not limited to, one or more of:

- use of PPE, such as safety glasses, gloves and coveralls
- correctly labelling reagents and hazardous materials
- handling and storing hazardous material and equipment in accordance with labels, MSDS, manufacturer instructions and workplace procedures and regulations
- regular cleaning and/or decontamination of equipment
- prompt clean-up of spills in accordance workplace procedures

© Commonwealth of Australia, 2025 Skills Insight

WHS and environmental management requirements	WHS and environmental management requirements include: • complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time • applying standard precautions relating to the potentially hazardous nature of samples • accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL973002A Prepare working solutions

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL973002 Prepare working solutions

Modification History

Release 1. Supersedes and is equivalent to MSL973002A Prepare working solutions

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- safely preparing at least five (5) examples of correctly labelled working solutions, including calculation of the quantities involved and any dilutions required
- checking that existing stocks of working solutions and identifying those unfit for use, including:
  - noting turbidity to exclude absorption of moisture
  - noting deposits to exclude microbial contamination or chemical degradation
  - noting crystals to exclude evaporation
  - noting colour changes indicating a pH shift with solutions containing indicators
  - checking expiry dates on solution containers
- following workplace procedures for the safe use of hazardous chemicals, laboratory glassware and equipment
- accurately labelling and storing solutions in accordance with workplace procedures
- safely cleaning up spills and collecting/disposing of waste in accordance workplace procedures
- recording and presenting data accurately and legibly.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- concepts of metrology, including:
  - all measurements are estimates
  - measurements belong to a population of measurements of the measured parameters
  - precision, accuracy and significant figures
  - sources of error, uncertainty and repeatability
  - traceability
- international system of units (SI)
- concentration terms, such as % w/w, % w/v, % v/v, ppm (mg/L) and molarity
- basic theory of acids, bases, salts, buffers and neutralisation
- what affects solubility
- difference between aqueous and organic solutions

© Commonwealth of Australia, 2025 Skills Insight

- periodic table, symbols of the elements, atomic weights, and difference between elements and compounds
- chemical formulae
- workplace procedures for preparing solutions
- calculations required to prepare specified amounts of solutions of specified concentration
- use of material safety data sheets (MSDS) and workplace procedures for preparing, handling and disposing of solutions and cleaning up spillages
- relevant hazards, work health safety (WHS) and environment requirements.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL922001 Record and present data
  - MSL943002 Participate in laboratory or field workplace safety
- Holistic assessment methods include:
  - inspection of working solutions prepared, labelled and stored by the candidate
  - review of solution records and workplace documentation completed by the candidate
  - feedback from peers and supervisors
  - observation of the candidate preparing working solutions
  - review of calculations for concentration and dilutions completed by the candidate
  - oral or written questioning about solution preparation steps, calculations, common hazards and safety procedures.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - a standard laboratory equipped with appropriate reagents and equipment, such as pH meters; balances; magnetic stirrers, water baths and hot plates; measuring cylinders, beakers, conical flasks, volumetric flasks, pipettes and burettes; filter papers and funnels; and fume cupboards
  - standard methods and workplace procedures

© Commonwealth of Australia, 2025 Skills Insight

    - containers and storage facilities.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
    - relevant VET or other qualification/Statement of Attainment AND/OR
    - relevant workplace experience.
- Currency can be demonstrated through:
    - performing the competency being assessed as part of current employment OR
    - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL973003 Prepare culture media

Modification History

Release 1. Supersedes and is equivalent to MSL973003A Prepare culture media

Application

This unit of competency covers the ability to prepare culture media which is free of contamination to facilitate optimal growth of organisms and cells. It includes the ability to organise the materials, equipment and work environment and follow standard methods. Media may be prepared from formulated powders obtained from microbiological companies or by first principles under supervision of a technical officer or scientist.

This unit of competency is applicable to laboratory assistants in the biomedical, biological, environmental, food processing and pharmaceutical industry sectors.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked

Pre-requisite Unit

Nil

Competency Field

Testing

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Prepare culture media**	1.1	Prepare mixture of media and solvent to ensure solution and even settling of heat soluble materials
		1.2	Label media to allow tracking in subsequent processes
		1.3	Use a vessel large enough to endure adequate mixing

© Commonwealth of Australia, 2025 Skills Insight

			and heating of the media
		1.4	Dispense media into vessels for sterilisation, leaving room for expansion during heating and cooling
2	**Sterilise media**	2.1	Load the steriliser in keeping with maximum permitted loads and appropriate positioning of materials
		2.2	Ensure a sterilisation indicator is correctly placed with the load to monitor sterilisation process
		2.3	Operate sterilisation cycle in accordance with manufacturer requirements to achieve sterilisation at the required settings
		2.4	Cool media to the temperature specified in the media formulation procedures
3	**Pour, label and store media**	3.1	Add labile constituents where necessary, under conditions that will not lead to their denaturation or contamination of media
		3.2	Ensure even mixing of additives and media before dispensing
		3.3	Aseptically dispense media to minimise occurrence of procedural contamination
		3.4	Label media to allow for selection, avoiding areas of the culture vessel required for examination of colony growth
		3.5	Store media to maximise shelf life and minimise contamination
		3.6	Date batch media to ensure correct batch rotation
		3.7	Incubate control plates as a sterility check
4	**Perform quality control checks**	4.1	Inspect media for any evidence of possible contamination or problems with structure or sterilisation
		4.2	Check useability of selective media by growth of expected organism

© Commonwealth of Australia, 2025 Skills Insight

		4.3	Check stored stocks at regular intervals for conformance to required standards
5	**Maintain work area and equipment to prevent cross-infection and contamination**	5.1	Use personal protective equipment (PPE) and safe work practices to ensure personal safety and that of other laboratory personnel
		5.2	Place disposable and reusable items into relevant receptacles
		5.3	Clean and disinfect work area and equipment after use
		5.4	Transport disposable and reusable contaminated materials to relevant areas for disinfection, sterilisation and cleaning or disposal

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards covering the requirements for the competence of testing and calibration laboratories, laboratory safety, quality management and environmental management
- Australian standards covering the requirements for cleaning, disinfecting and sterilising reusable medical and surgical instruments and equipment; and maintenance of associated environments in health care facilities
- national work health and safety (WHS) standards and codes of practice, national environmental protection measures, and

© Commonwealth of Australia, 2025 Skills Insight

national measurement regulations and guidelines
- specific codes, guidelines and procedures, such as National Association of Testing Authorities (NATA) accreditation requirements, principles of good laboratory practice (GLP), Australia New Zealand Food Standards (ANZFS) Code, Australian code of good manufacturing practice for medicinal products (GMP) and Australian Dangerous Goods Code
- workplace documents, such as standard operating procedures (SOPs); quality and equipment manuals; calibration and maintenance schedules; material safety data sheets (MSDS); safety procedures; material, client and product specifications; production and laboratory schedules; workplace recording and reporting procedures; and waste minimisation and safe disposal procedures
- workplace procedures and standard methods for preparing culture media, and operation and maintenance manuals for automated media preparation equipment

Cell and tissue culture media

Cell and tissue culture media include, but are not limited to, one or more of:

- agars, broths and solutions
- slopes
- basic balanced salt solutions, such as Hank's or Kreb-Ringer's
- deeps
- enriched media, such as blood sugar, chocolate agar, tetrathionate broth and selenite broth
- control media
- differential media, such as eosin-methylene blue agar and MacConkey's agar
- selective media, such as deoxycholate-citrate agar and Lowenstein-Jensen medium
- tissue culture media
- labile constituents, such as blood, hormones or antibodies

Sterilisation techniques

Sterilisation techniques include, but are not limited to, one or more of:

- boiling, high temperature, high pressure steam and autoclaving
- steam and membrane filtration
- microwave, radiation, gas and/or chemical treatments

Safety procedures

Safety procedures include, but are not limited to, one or more of:

© Commonwealth of Australia, 2025 Skills Insight

- use of PPE, such as safety glasses, gloves and coveralls
- use of biohazard containers and laminar flow cabinets
- correctly labelling reagents and hazardous materials
- handling and storing hazardous material and equipment in accordance with labels, MSDS, manufacturer instructions and workplace procedures and regulations
- closely following safe autoclave operating procedures to avoid accidents and prevent damage to culture media
- regular cleaning, sterilisation and/or disinfecting of equipment
- prompt clean-up of spills in accordance workplace procedures

WHS and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time
- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL973003A Prepare culture media

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL973003 Prepare culture media

Modification History

Release 1. Supersedes and is equivalent to MSL973003A Prepare culture media

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- using standard methods to safely prepare at least three (3) different batches of culture media that meet specifications and are free of contamination
- using appropriate sterilisation techniques, including maintaining adequate space between containers to prevent cross-contamination
- performing quality assurance checks on media, including streaking out of cultures to a single colony and lawn cultures
- performing post-sterilisation procedures, including dispensing or adding using aseptic technique
- recognising and reporting non-compliances, anomalies or out-of-specification results
- labelling and storing culture media according to workplace procedures
- accurately recording data and completing workplace documentation
- following workplace procedures for the safe use of hazardous equipment and materials during the preparation of culture media
- following workplace procedures for safe removal of disposable and reusable contaminated materials to relevant areas for disinfection, sterilisation and cleaning or disposal.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- basic microbiological concepts and terminology, including growth rates in culture, and production of gas and haemolysis of red cells in media
- growth requirements of microorganisms and tissue, such as bacteria, fungi, protozoans, viruses and multi-cellular parasites, in terms of their laboratory culture
- purpose, content and features of culture media prepared in job role, and the relationship between the correct preparation of culture media and the optimal growth of organisms or cells
- nature, properties and use of a range of biological media
- relationship between sterile practices, hygiene procedures and the ability to obtain growth free of contamination
- the effect of physical requirements, such as pH and temperature on optimal growth of organisms and cells
- the effect of inappropriate storage on culture media quality and performance
- cleaning and sanitising requirements for equipment and work area

© Commonwealth of Australia, 2025 Skills Insight

- relevant hazards, such as microorganisms and agents; sharps and broken glassware; sources of heat, such as ovens, burners and autoclaves; fluids under pressure, such as steam; and radiation used for sterilisation
- relevant work health safety (WHS) and environment requirements.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL943002 Participate in laboratory or field workplace safety
  - MSL973004 Perform aseptic techniques
- Holistic assessment methods include:
  - review of quality assurance results and examination of batches of media prepared by the candidate
  - observation of the candidate preparing and dispensing culture media
  - written and/or oral questioning about culture media preparation methods, typical quality problems, common hazards and safety procedures.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - a standard laboratory equipped with appropriate reagents and equipment, such as pH meters; balances; stirrers, water baths and hot plates; burners, autoclave and Arnold steamer; measuring cylinders, flasks and glassware; Falcon dishes; Petri dishes; media storage bottles and tissue culture bottles; self-refilling syringes; membrane filtration equipment; automatic agar pourers; labelling equipment; distilled water apparatus; refrigerators; sterilisation equipment and indicators
  - workplace schedules and procedures, MSDS and documented safe work practices.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR

© Commonwealth of Australia, 2025 Skills Insight

  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL973004 Perform aseptic techniques

Modification History

Release 1. Supersedes and is equivalent to MSL973004A Perform aseptic techniques

Application

This unit of competency covers the ability to perform aseptic techniques to maintain the integrity of both the sample source and the sample. It applies to sampling techniques in tissue culture and to generic microbiological procedures.

This unit of competency is applicable to laboratory assistants and technicians working in the field or laboratory in the biomedical, biological, food processing and environmental industry sectors.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked

Pre-requisite Unit

Nil

Competency Field

Testing

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Prepare for aseptic sampling or transfer**	1.1	Ensure that any sampling procedure conforms with the requirements of the sampling plan
		1.2	Use specified personal protective equipment (PPE)
		1.3	Prepare the work area for safe and effective sample transfer

© Commonwealth of Australia, 2025 Skills Insight

		1.4	Select equipment and materials specified by the procedure
		1.5	Organise equipment to minimise contamination during manipulations
		1.6	Label containers for clear identification
		1.7	Record details in relevant log or database
2	**Transfer materials aseptically**	2.1	Protect the integrity of the sample source by sterilising the sampling site and the mouth of transport or culture vessel
		2.2	Sterilise inoculating loops and/or pipette where used to prevent contamination
		2.3	Perform transfer while minimising opportunities for contamination and cross-infection
		2.4	After transfer, and before sealing the transport or culture vessel, flame the vessel mouth to maintain sterility
		2.5	Re-sterilise inoculating loops, minimising the generation of aerosols
		2.6	Perform quality control checks as required
		2.7	Label transport or culture vessels for clear identification
3	**Maintain work area and equipment to prevent cross-infection and contamination**	3.1	Place disposable and reusable items into relevant receptacles
		3.2	Clean and disinfect work area and equipment after use
		3.3	Transport disposable and reusable contaminated materials to relevant areas for disinfection, sterilisation and cleaning or disposal

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

© Commonwealth of Australia, 2025 Skills Insight

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards covering the requirements for the competence of testing and calibration laboratories, laboratory safety, quality management and environmental management
- Australian standards covering the requirements for occupational personal protection; cleaning, disinfecting and sterilising reusable medical and surgical instruments and equipment; and maintenance of associated environments in health care facilities
- national work health and safety (WHS) standards and codes of practice, national environmental protection measures, and national measurement regulations and guidelines
- specific codes, guidelines and procedures, such as National Association of Testing Authorities (NATA) accreditation requirements, principles of good laboratory practice (GLP), Australia New Zealand Food Standards (ANZFS) Code, Australian code of good manufacturing practice for medicinal products (GMP), Australian Dangerous Goods Code and labelling of workplace substances
- workplace documents, such as standard operating procedures (SOPs); quality and equipment manuals; calibration and maintenance schedules; material safety data sheets (MSDS); safety procedures; material, client and product specifications; production and laboratory schedules; workplace recording and reporting procedures; and waste minimisation and safe disposal procedures
- workplace procedures and standard methods for preparing culture media, and operation and maintenance manuals for automated media preparation equipment

PPE

PPE includes, but is not limited to, one or more of:

© Commonwealth of Australia, 2025 Skills Insight

- gloves, safety glasses, goggles, face guards, coveralls, gowns, body suits and respirators
- biohazard containers and laminar flow cabinets

Sample pot and transfer media and the subculturing and/or passaging of culture

Sample pot and transfer media and the subculturing and/or passaging of culture to include, but are not limited to, one or more of:

- sterile broth
- media for isolation of colony
- tissue culture media
- media for continuous culture systems

Samples

Samples include, but are not limited to, one or more of:

- body fluids and liquids
- water and soil
- sterile pharmaceuticals
- yeasts and moulds
- milk and yoghurt
- swabs and smears
- propagation tissue
- plant material
- fermented foods and beverages

Sterilisation techniques

Sterilisation techniques include, but are not limited to, one or more of:

- flaming
- high temperature, high pressure steam, boiling and autoclaving
- steam and membrane filtration
- microwave, radiation, gas and/or chemical treatments

WHS and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time
- applying standard precautions relating to the potentially hazardous nature of samples

© Commonwealth of Australia, 2025 Skills Insight

- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL973004A Perform aseptic techniques

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL973004 Perform aseptic techniques

Modification History

Release 1. Supersedes and is equivalent to MSL973004A Perform aseptic techniques

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- safely performing aseptic techniques that maintain the integrity of both the sample source and the sample on at least three (3) occasions using different samples
- preventing cross-contamination of sample source and sample
- manipulating laboratory equipment and glassware to prevent contamination of culture medium during transfer
- cleaning and disinfecting work surfaces and equipment to prevent cross-contamination of work area, personnel and environment
- performing quality control checks, including streaking out of cultures to a single colony and lawn cultures
- labelling and storing culture media according to workplace procedures
- recognising and reporting non-compliance, anomalies or out-of-specification results
- accurately recording data, labelling samples and completing workplace documentation
- consistently using appropriate personal protective equipment (PPE) and workplace procedures for aseptic transfer
- following workplace procedures for the sorting, collecting, treating, recycling and/or disposing of waste.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- growth requirements of microorganisms (bacteria, fungi, protozoans, viruses and multi-cellular parasites) and tissue in terms of their laboratory culture
- relationship between sterile practices, hygiene procedures and the ability to obtain growth free of contamination
- importance of pure culture techniques and aseptic transfer to the successful microbiological investigation and correct interpretation of laboratory results
- cleaning and sanitising requirements of equipment and work area, and effects of physical and chemical agents on microbial growth and death
- disinfection and sterilisation procedures used in the collection, processing and safe disposal of samples and materials
- principles of infection control related to work health and safety (WHS), and sampling and transfer of materials in microbiological investigations

© Commonwealth of Australia, 2025 Skills Insight

- relevant hazards, such as accessing the sample from difficult or dangerous areas; injuries from sharps, burners, molten agar, dry ice and liquid nitrogen vapour; ultraviolet (UV) light sources; and exposure to hazardous substances and/or infectious agents
- relevant WHS and environment requirements.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL943002 Participate in laboratory or field workplace safety
  - MSL973003 Prepare culture media
- Holistic assessment methods include:
  - observation of the candidate aseptically transferring a range of samples
  - review of quality assurance results and examination of samples transferred by the candidate
  - written and/or oral questioning about aseptic transfer techniques, typical quality problems, common hazards and safe work practices.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - a standard laboratory
  - appropriate equipment, such as:
    - transfer equipment, such as inoculating loops, pipettes (quantitative and qualitative), flasks, tubes and spatulas
    - Bunsen burners and bench incinerators
    - anaerobic jars
    - incubators, water baths, refrigerators, freezers and dry ice and liquid nitrogen cylinders, if required
    - laminar flow units and biohazard cabinets
    - autoclave or pressure cooker
    - swabs

© Commonwealth of Australia, 2025 Skills Insight

    - a continuous culture system
  - appropriate materials, such as:
    - solid and/or liquid media
    - supplied media, such as media manufactured in the workplace or raw material supplies for media
    - disinfecting and sterilising agents and materials, such as methylated spirits, ethanol and ether
    - disposable equipment and clothing
    - tissue culture media
    - growth media in broths, plates, deeps or slopes
    - receptacles for safe disposal of wastes and for processing of reusable materials
    - bar coding material and labels
  - workplace schedules, procedures and standard methods, MSDS and documented safe work practices.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL973007 Perform microscopic examination

Modification History

Release 1. Supersedes and is equivalent to MSL973007A Perform microscopic examination

Application

This unit of competency covers the ability to set up a light microscope for optimum resolution, to prepare routine samples and to observe, identify and report sample characteristics.

This unit of competency is applicable to laboratory or technical assistants in all industry sectors. The unit of competency covers limited interpretation and analysis of results. Troubleshooting of equipment and procedures is not required.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Testing

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.
1	**Interpret test requirements**	1.1 Review test request to identify samples to be tested, test method and equipment involved
		1.2 Identify hazards associated with the sample, preparation methods and equipment, and implement workplace control measures

© Commonwealth of Australia, 2025 Skills Insight

2	**Set up work area for preparation and examination of samples**	2.1	Collect equipment and arrange the workspace so that equipment can be used safely and efficiently
		2.2	Perform pre-use and safety checks to ensure equipment is fit for purpose and report faulty or unsafe equipment to appropriate personnel
3	**Prepare samples for examination**	3.1	Log and label samples according to workplace procedures to ensure traceability
		3.2	Check suitability of the original and prepared sample for the examination, and report unsuitable samples to appropriate personnel
		3.3	Prepare and store the sample for examination following workplace methods
4	**Set up and use a light microscope**	4.1	Set up the light path to optimise resolution
		4.2	Select the appropriate objectives and filter for the sample being examined
		4.3	Ensure that the lenses are clean
		4.4	Adjust settings and alignment of the light path to optimise performance
		4.5	Place sample correctly on the stage
5	**Observe, identify and report sample characteristics**	5.1	Recognise and identify significant sample characteristics
		5.2	Perform required calculations accurately
		5.3	Prepare and view control samples and check that results are consistent with expected values
		5.4	Identify and report out-of-specification or atypical results promptly to appropriate personnel
		5.5	Record and report data in accordance with workplace procedures

© Commonwealth of Australia, 2025 Skills Insight

6	**Maintain a safe work environment**	6.1	Ensure safety and minimise cross-contamination through the use of personal protective equipment (PPE)
		6.2	Handle all samples and equipment in accordance with workplace safety protocols
		6.3	Clean up spills using appropriate techniques to protect personnel, work area and environment
		6.4	Minimise generation of waste and environmental impacts
		6.5	Collect and dispose of all wastes safely
		6.6	Report hazards and incidents to designated personnel using workplace procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards covering the requirements for the competence of testing and calibration laboratories, laboratory safety and quality management
- national work health and safety (WHS) standards and codes of practice, and national measurement regulations and guidelines
- specific codes, guidelines and procedures, such as National Association of Testing Authorities (NATA) accreditation requirements, principles of good laboratory practice (GLP), and Australian code of good manufacturing practice for medicinal

© Commonwealth of Australia, 2025 Skills Insight

products (GMP)
- workplace documents, such as standard operating procedures (SOPs); quality and equipment manuals; calibration and maintenance schedules; material safety data sheets (MSDS) and safety procedures; material, production and product specifications; production and laboratory schedules; workplace recording and reporting procedures; and waste minimisation and safe disposal procedures
- workplace procedures for microscopic examination of samples

Preparation of samples

Preparation of samples includes, but is not limited to, one or more of:

- drying and cooling
- physical separation, centrifugation, filtration and chemical separation
- sub-sampling
- labelling
- aseptic transfer of specimen
- thin film or smear on a slide
- fixing of films to minimise cell damage and the production of artefacts
- staining of fixed material to illustrate required characteristics
- mounting of stained films, sections and whole mounts to ensure long-term preservation
- permanent labels for smears, films and sections for presentation, storage and retrieval
- selection of diluent to preserve or enhance visibility of the cells to be counted
- serial dilution to enable individual cells to be reliably counted
- filling a counting chamber in one continuous flow without bubbles or overflow
- selection, filling and cover slipping of a clean, dry counting chamber to ensure even distribution of cells during filling

Biological samples

Biological samples include, but are not limited to, one or more of:

- smears, impression smears, sections, squashes, films and whole mounts
- a monolayer of cells in smears and films
- fixed smears for demonstration of bacteria by the methylene blue and Gram staining techniques
- blood films stained by a Romanowsky technique to clearly show differentiation of granulocytes
- stained sections of animal tissues using regressive haematoxylin

© Commonwealth of Australia, 2025 Skills Insight

and eosin to differentiate cytoplasmic and nuclear detail
- differentially stained monocotyledon and dicotyledon stem sections to demonstrate the structure of vascular bundles (xylem, phloem and cambium)
- stained whole mounts of helminths
- whole mounts, such as liver flukes, planaria and samples of animal faeces to demonstrate ova, cysts and larvae
- pond water organisms
- onion root tip squash
- midstream sample of urine

Physical samples

Physical samples include, but are not limited to, one or more of:

- sand
- asbestos fibres
- coal samples
- construction materials for testing
- geological specimens

Sample characteristics

Sample characteristics are restricted to what can be viewed by bright light microscopy and include, but are not limited to, one or more of:

- shape and size of particles
- presence of contamination
- colour
- consistency and variability
- number of cells (e.g. cells in blood or other particulate samples, such as a yeast suspension or pollen grains)
- type of cells, percentage of atypical cells, presence/absence of cells, size of cells, viable and non-viable cells and trajectory
- presence of stained material, such as starch
- colour/staining and morphology
- motility

Workplace safety procedures

Workplace safety procedures include, but are not limited to, one or more of:

- ergonomic layout, correct illumination and organisation of workbench
- use of biohazard containers and laminar flow cabinet
- correctly labelling reagents and hazardous materials
- use of PPE, such as safety glasses, gloves and coveralls
- handling and storing hazardous materials and equipment in

© Commonwealth of Australia, 2025 Skills Insight

accordance with labels, MSDS and manufacturer instructions
- regularly cleaning and decontaminating equipment and work areas

WHS and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time
- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL973007A Perform microscopic examination

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL973007 Perform microscopic examination

Modification History

Release 1. Supersedes and is equivalent to MSL973007A Perform microscopic examination

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- safely performing microscopic examination of at least three (3) different samples and correctly identifying and reporting the characteristics of each
- checking suitability of samples, such as labelling, spillage, spoilage due to incorrect storage and transport conditions, temperature control and suitability for the examination
- safely preparing routine biological and/or physical samples in accordance with workplace procedures or standard methods
- checking the quality of prepared samples, such as:
  - clean and scratch-free microscope slides to reduce artefacts
  - preparation according to specified procedure/method
  - homogeneous suspension of sample
  - films and smears that have been fixed rapidly
  - thin films with a monolayer of cells
  - appropriate whole mounts for intact organisms
  - correct sample identification during and after processing
- performing pre-use checks of equipment, such as calibration, routine cleaning and maintenance, and use by dates of reagents
- setting up a light microscope for optimal resolution
- accurately observing, identifying and reporting sample characteristics
- performing counts on samples and basic measurements using grids
- performing accurate calculations as required by the method, such as:
  - dilutions
  - percentage viability
  - number of cells in original sample after dilution
  - calculation of cells/ml in a number of squares of a counting chamber
- interpreting and recording test results reliably
- logging and tracking samples through all steps from sample receipt to completion of the examination and reporting
- minimising cross-contamination and contamination of the laboratory and environment
- using personal protective equipment (PPE) and safety procedures to maintain personal safety and that of others

© Commonwealth of Australia, 2025 Skills Insight

- handling/storing samples and equipment and collecting/disposing of waste in accordance with workplace procedures.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- nature of samples, sample preparation methods, methods of examination and associated hazards
- parts and functions of a light microscope and steps taken to optimise the resolution of images
- importance and appropriate use of controls and certified reference materials
- workplace and/or legal traceability requirements
- relevant work health and safety (WHS) and environment requirements.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL922001 Record and present data
  - MSL933002 Contribute to the achievement of quality objectives
  - MSL943002 Participate in laboratory or field workplace safety
  - MSL953001 Receive and prepare samples for testing
- Holistic assessment methods include:
  - review of data records prepared by the candidate, such as counts, observations and results
  - feedback from supervisors and peers about adherence to workplace procedures and sample preparation/examination methods
  - observation of the candidate performing microscopic examinations
  - oral/written questions about workplace procedures covering safe preparation and examination of samples.

© Commonwealth of Australia, 2025 Skills Insight

- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - a standard laboratory equipped with appropriate equipment, including light microscopes and samples
  - workplace procedures, standard methods and materials
  - equipment, such as glass slides, counting chambers (e.g. haemocytometer), optical graticules and stage micrometers, and tissue culture flasks
  - a light microscope, such as:
    - bright field illumination microscope up to 1000 x magnification
    - stereomicroscopes and dissection microscopes
    - compound microscope
    - phase contrast microscope
    - inverted microscope.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL974004 Perform food tests

Modification History

Release 1. Supersedes and is equivalent to MSL974004A Perform food tests

Application

This unit of competency covers the ability to interpret food test requirements, prepare samples, conduct pre-use and calibration checks on equipment, and perform routine testing of raw food materials, in-process materials and final products. These tests will involve several measurement steps. The unit includes data processing and some interpretation of results and tracking of obvious test malfunctions where the procedure is standardised. However, personnel are not required to analyse data, optimise tests/procedures for specific samples or troubleshoot equipment problems where the solution is not apparent.

This unit of competency is applicable to laboratory or technical assistants and instrument operators working in the food and beverage processing industry sectors.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Testing

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Interpret and schedule test requirements**	1.1	Review test request to identify samples to be tested, test method and equipment/instruments involved
		1.2	Identify hazards and workplace controls associated with

© Commonwealth of Australia, 2025 Skills Insight

			the sample, preparation/test methods, reagents and/or equipment
		1.3	Plan parallel work sequences to optimise throughput of multiple sets of samples
2	**Receive and prepare food samples**	2.1	Log samples using standard operating procedures (SOPs)
		2.2	Record sample description, compare with specification and note and report discrepancies
		2.3	Prepare samples and standards in accordance with food testing requirements
		2.4	Ensure traceability of samples from receipt to reporting of results
3	**Check equipment before use**	3.1	Set up equipment/instruments in accordance with test method requirements
		3.2	Perform pre-use and safety checks in accordance with relevant workplace and operating procedures
		3.3	Identify faulty or unsafe components and equipment and report to appropriate personnel
		3.4	Check equipment calibration using specified standards and procedures
		3.5	Quarantine out-of-calibration equipment/instruments
		3.6	Ensure reagents required for the test are available and meet quality requirements
4	**Test samples to determine food components and characteristics**	4.1	Operate equipment/instruments in accordance with test method requirements
		4.2	Perform tests/procedures on all samples and standards in accordance with specified methods
		4.3	Shut down equipment/instruments in accordance with operating procedures

© Commonwealth of Australia, 2025 Skills Insight

5	**Process data**	5.1	Record test data noting atypical observations
		5.2	Construct calibration graphs and compute results for all samples from these graphs
		5.3	Ensure calculated values are consistent with reference standards and expectations
		5.4	Estimate and document uncertainty of measurement in accordance with workplace procedures
		5.5	Record and report results in accordance with workplace procedures
		5.6	Interpret trends in data and/or results and report out-of-specification or atypical results promptly to appropriate personnel
		5.7	Determine if basic procedure or equipment problems have led to atypical data or results
6	**Maintain a safe work environment**	6.1	Use established safe work practices and personal protective equipment (PPE) to ensure personal safety and that of other laboratory personnel
		6.2	Minimise the generation of wastes and environmental impacts
		6.3	Ensure the safe collection of laboratory and hazardous waste for subsequent disposal
		6.4	Care for and store equipment and reagents as required
7	**Maintain laboratory records**	7.1	Enter approved data into laboratory information management system (LIMS)
		7.2	Maintain confidentiality and security of workplace information and laboratory data
		7.3	Maintain equipment and calibration logs in accordance with workplace procedures

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards covering the requirements for the competence of testing and calibration laboratories, laboratory safety and quality management
- national work health and safety (WHS) standards and codes of practice, and national measurement regulations and guidelines
- standard methods for determining food components and characteristics
- specific codes, guidelines procedures and methods, such as:
  - Australia New Zealand Food Standards (ANZFS) Code
  - Royal Australian Chemical Institute (RACI) or American Association of Cereal Chemists (AACI) methods for colour, moisture, total ash, fats and proteins, nitrogen, fibre, microorganisms and viscosity
  - Australian code of good manufacturing practice for medicinal products (GMP),and principles of good laboratory practice (GLP)
- workplace documents, such as standard operating procedures (SOPs); quality and equipment manuals; calibration and maintenance schedules; material safety data sheets (MSDS) and safety procedures; material, production and product specifications; production and laboratory schedules; workplace recording and reporting procedures; and waste minimisation and safe disposal procedures
- Australian Quarantine and Inspection Service (AQIS) Export Control (Orders) Regulations and Import Guidelines
- gene technology regulation

© Commonwealth of Australia, 2025 Skills Insight

Sample preparation processes

Sample preparation processes include one or more of:

- grinding and milling
- preparation of discs
- digestion, dissolving, extracting, refluxing and degassing
- washing, drying, ashing and temperature equilibration
- precipitation and centrifugation, filtration, flocculation and evaporation
- culturing of selected microorganisms

Food tests and procedures

Food tests and procedures include one or more of:

- sensory tests, such as appearance, taste, texture, colour and odour of foods, and browning (sugar content)
- visual tests, such as detection of sediments and scorched particles, foreign matter, damage to packaging and compatibility of packaging
- physical/mechanical tests, such as:
  - melting point, boiling point and freezing point
  - mass, volume, density, specific gravity and particle size, and homogenisation
  - rheology, viscosity and gel strength
  - dispersability, 'wetability' and 'whipability'
  - elasticity, hardness, compressibility and strength
  - starch quality
- chemical analysis, such as:
  - pH, conductivity and moisture content
  - solids, fats, proteins and carbohydrates
  - ash analysis and salt analysis
  - titratable acids, iodine values and peroxide values
  - enzyme activity
  - specific ions and active ingredients
- microbiological tests and procedures, such as:
  - isolation, detection, classification to genera and some species or microorganisms
  - enumeration and nomenclature of desirable/non-desirable microorganisms
  - propagation and maintenance of yeast, bacteria and cultures used in food processing
  - measurement of spoilage and contamination
  - sterility, hygiene and sanitation checks
- optical/spectrometric tests, such as ultraviolet-visible (UV-VIS),

© Commonwealth of Australia, 2025 Skills Insight

refractive index and optical rotation
- thermal tests, such as calorific values, stability of products and effectiveness of heat treatments

Tests

Tests include one or more methods for:

- control of starting materials, in-process materials and finished products
- health monitoring
- basic troubleshooting of production processes

Safe work practices

Safe work practices include:

- ensuring access to service shut-off points
- recognising and observing hazard warnings and safety signs
- labelling of samples and hazardous materials
- handling and storage for hazardous materials and equipment in accordance with labelling, MSDS and manufacturer instructions
- identifying and reporting operating problems or equipment malfunctions
- cleaning equipment and work areas regularly using workplace procedures
- using PPE, such as hard hats, hearing protection, gloves, safety glasses, coveralls and safety boots
- following established manual handling procedures
- reporting abnormal emissions, discharges and airborne contaminants, such as noise, light, solids, liquids, water/wastewater, gases, smoke, vapour, fumes, odour and particulates, to appropriate personnel

WHS and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time
- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

© Commonwealth of Australia, 2025 Skills Insight

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL974004A Perform food tests

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL974004 Perform food tests

Modification History

Release 1. Supersedes and is equivalent to MSL974004A Perform food tests

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- performing at least five (5) routine food tests or procedures involving several measurement steps
- interpreting food testing methods and procedures accurately
- preparing samples using at least three (3) different processes
- maintaining and evaluating reagents
- conducting pre-use and calibration checks on equipment, and quarantining out-of-calibration equipment and instruments
- safely operating test equipment and instruments to workplace standards and manufacturer specification
- processing data, interpreting gross features of data/results and making relevant conclusions
- preparing calibration graphs and calculating results using appropriate equations, units, uncertainties and precision
- identifying atypical results as either out-of-normal range or an artefact
- tracing and sourcing obvious causes of an artefact, tracking obvious test malfunctions for standardised procedures, and troubleshooting basic equipment and methods
- communicating problems to a supervisor or outside service technician
- recording and communicating results in accordance with workplace procedures
- maintaining security, integrity and traceability of samples, sub-samples, test data, results and documentation
- following workplace safety procedures

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- principles and concepts underpinning the food tests or procedures performed, such as:
  - ions, atoms, molecules, bonding, affinities and related properties
  - chemical reactions (acid/base and complexiometric)
  - structure and properties of proteins, lipids, carbohydrates, vitamins and minerals
  - food additives, flavourings and essences
  - nutrient value of major food groups
  - interaction of water with food components

© Commonwealth of Australia, 2025 Skills Insight

    - microbiology, including incubation characteristics, selective media, growth stages of bacterial cultures and reference organisms
    - microbiology of organisms with public health significance
    - chemical and microbial changes in food
    - food preservation techniques
    - fermentation process
    - packaging and controlled atmosphere
    - elastic properties of materials and hardness
    - cohesive/adhesive forces, fluid flow and viscosity
    - changes of state, energy content and enthalpy change
    - electromagnetic spectrum and absorption, emission and refraction of light
    - quality control program for raw materials, process control and finished product inspection
    - genetically modified foods
- purpose of the food tests or procedures conducted
- concepts of metrology, principles and concepts related to equipment and instrument operation and tests or procedures
- function of key components of the equipment/instrument used
- effects on the test of modifying equipment/instrument variables
- workplace and/or legal traceability requirements
- relevant hazards, work health and safety (WHS) and environment requirements.

Assessment Conditions

- Judgment of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
    - MSL924001 Process and interpret data
- Holistic assessment methods include:

© Commonwealth of Australia, 2025 Skills Insight

  - review of test data/results obtained by the candidate over a period of time to check accuracy, consistency and timeliness of results
  - review of test records and workplace documentation completed by the candidate
  - feedback from peers and supervisors
  - observation of candidate conducting a range sample preparations and food tests and procedures
  - oral or written questioning of food technology concepts and principles, food tests and procedures and workplace procedures.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - a standard laboratory equipped with test equipment, instruments, standards and materials
  - workplace procedures and standard methods
  - records, including:
    - test and calibration results
    - equipment use, maintenance and servicing history.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSL974006 Perform biological procedures

Modification History

Release 1. Supersedes and is equivalent to MSL974006A Perform biological procedures

Application

This unit of competency covers the ability to interpret work requirements, prepare samples, conduct pre-use and calibration checks on equipment, and perform routine biological procedures. These procedures may involve several steps and are used to classify cell types, species and biologically active compounds by analysing their biological and chemical characteristics. This unit includes data processing, interpretation of results and troubleshooting obvious departures from standard procedures.

This unit of competency is applicable to technical assistants working in the biomedical, environmental, biotechnology and education industry sectors.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Testing

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Interpret and schedule work requirements**	1.1	Review work request to identify samples, required procedures and materials/equipment/instruments involved
		1.2	Identify hazards and workplace control measures

© Commonwealth of Australia, 2025 Skills Insight

			associated with the sample, preparation methods, reagents and/or equipment
		1.3	Plan parallel work sequences to optimise throughput of multiple sets of samples
2	**Receive and prepare biological samples**	2.1	Log samples using standard operating procedures (SOPs)
		2.2	Record sample description, compare with specification and note and report discrepancies
		2.3	Prepare samples in accordance with testing requirements
		2.4	Ensure traceability of sample from receipt to reporting of results
3	**Perform techniques that assist in the classification of a cell or species**	3.1	Select suitable techniques in accordance with workplace requirements and methods
		3.2	Set up and use equipment and reagents in accordance with the method
		3.3	Perform techniques in accordance with the method
4	**Perform techniques that analyse biological activity**	4.1	Select suitable techniques in accordance with workplace requirements and methods
		4.2	Set up and use equipment and reagents in accordance with the method
		4.3	Perform techniques in accordance with the method
5	**Process and interpret data**	5.1	Record test data noting atypical observations
		5.2	Construct calibration graphs and compute results for all samples from these graphs
		5.3	Ensure calculated values are consistent with expectations
		5.4	Record and report results in accordance with workplace

© Commonwealth of Australia, 2025 Skills Insight

			procedures
		5.5	Estimate and document uncertainty of measurement in accordance with workplace procedures
		5.6	Interpret trends in data and/or results and report out-of-specification or atypical results promptly to appropriate personnel
		5.7	Determine if obvious procedure or equipment problems have led to atypical data or results
6	**Maintain a safe work environment**	6.1	Use established safe work practices and personal protective equipment (PPE) to ensure personal safety and that of other laboratory personnel
		6.2	Minimise the generation of waste
		6.3	Ensure the safe disposal of biohazardous wastes
		6.4	Clean, care for and store equipment and reagents as required
7	**Maintain laboratory records**	7.1	Record approved data into workplace system
		7.2	Maintain confidentiality and security of workplace information and laboratory data
		7.3	Maintain equipment and calibration logs in accordance with workplace procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance.

© Commonwealth of Australia, 2025 Skills Insight

Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards covering the requirements for the competence of testing and calibration laboratories; laboratory safety; quality management; volumetric glassware; chemical analysis using techniques, such as ultraviolet-visible (UV-VIS) spectrophotometry or atomic absorption spectrometry
- national work health and safety (WHS)standards and codes of practice, and national measurement regulations and guidelines
- specific codes, guidelines, procedures and methods, such as the Australian code of good manufacturing practice for medicinal products (GMP), principles of good laboratory practice (GLP), Royal Australian Chemical Institute (RACI) and/or American Association of Cereal Chemists (AACC) methods for inorganic constituents
- workplace documents, such as standard operating procedures (SOPs); quality and equipment manuals; calibration and maintenance schedules; material safety data sheets (MSDS) and safety procedures; material, production and product specifications; production and laboratory schedules; workplace recording and reporting procedures; and waste minimisation and safe disposal procedures

Techniques for preparation of samples

Techniques for preparation of samples include, but are not limited to, one or more of:

- dissection, such as preparation of thymus extracts from mice
- extraction (e.g. solvent extraction)
- filtration (e.g. filter water samples and plate the sediment onto agar plates for incubation and growth of E. coli)
- separation (e.g. dialysis)
- precipitation and flocculation
- centrifugation (excluding ultra centrifugation)
- chromatography, such as:
  - gel filtration chromatography (e.g. crude purification of proteins)
  - affinity chromatography (e.g. purification of immunoglobulins)
- electrophoresis, such as:
  - polyacrylamide gel electrophoresis for separation of DNA segments
  - agarose gel electrophoresis
  - capillary electrophoresis

© Commonwealth of Australia, 2025 Skills Insight

- gradient gel electrophoresis

Techniques to classify cells or species

Techniques to classify cells or species include, but are not limited to, one or more of:

- classification of species according to taxa
- classification of cells according to microscopic or staining characteristics
- characteristics of bacterial colonies:
  - growth on differential media
  - colony morphology (size and shape)
- biochemical reactions, such as miniaturised test strips, redox reactions and sugar tests

Techniques to analyse chemical and biological characteristics

Techniques to analyse chemical and biological characteristics include, but are not limited to, one or more of:

- staining, such as:
  - Gram stain for gram negative and positive bacteria
  - Romanowsky stain for blood films
  - Haematoxylin and Eosin for tissue sections
  - Oil red O for fatty cellular inclusions
  - spore staining
  - flagella staining
- microscopic examination, such as:
  - light
  - phase contrast
  - bright field
  - dark ground
  - enumeration
- colorimetry and spectrophotometry, such as:
  - UV-VIS
  - fluorimetric
  - infrared
  - flame emission
  - atomic absorption spectrometry
- electrochemistry, such as:
  - pH
  - ion selective electrodes and polarography (e.g. concentration of chloride ions)
- chromatography, such as:
  - column and thin layer analytical and preparative chromatography
  - gas and liquid chromatography for purity, raw material and

© Commonwealth of Australia, 2025 Skills Insight

formulation checks

Safe work practices

Safe work practices include, but are not limited to, one or more of:

- ensuring access to service shut-off points
- recognising and observing hazard warnings and safety signs
- labelling of samples, reagents, aliquoted samples and hazardous materials
- handling and storage of hazardous materials and equipment in accordance with labelling, MSDS and manufacturer instructions
- identifying and reporting operating problems or equipment malfunctions
- cleaning and decontaminating equipment and work areas regularly using workplace procedures
- using PPE, such as gloves, safety glasses, coveralls and gowns
- using containment facilities (e.g. PCII, PCIII and PCIV physical containment laboratories), containment equipment (e.g. biohazard containers, laminar flow cabinets, Class I, II and III biohazard cabinets) and containment procedures
- following established manual handling procedures
- reporting abnormal emissions, discharges and airborne contaminants, such as noise, light, solids, liquids, water/waste water, gases, smoke, vapour, fumes, odour and particulates, to appropriate personnel

WHS and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time
- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL974006A Perform biological procedures

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL974006 Perform biological procedures

Modification History

Release 1. Supersedes and is equivalent to MSL974006A Perform biological procedures

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- safely performing at least five (5) routine biological techniques that involve several steps to classify cell types, species and biologically active compounds by analysing their biological and chemical characteristics
- accurately interpreting work requirements and following test procedures and safe work practices
- safely preparing samples and using separation techniques
- conducting pre-use and calibration checks on equipment
- safely operating test equipment and instruments for qualitative and quantitative analysis in accordance with workplace procedures and manufacturer specifications
- maintaining and evaluating reagents
- processing data, estimating uncertainties, preparing calibration graphs and calculating results in appropriate units and precision
- applying basic theoretical knowledge to interpret gross features of data and making relevant conclusions
- troubleshooting obvious departures from standard procedures
- identifying atypical results as out-of-normal range or an artefact using reference material or quality control sera
- tracing and sourcing obvious causes of an artefact
- communicating problems to a supervisor or outside service technician
- recording and communicating results according to workplace procedures
- maintaining security, integrity, traceability and identity of samples, sub-samples and documentation
- safely collecting, storing and disposing of biohazardous wastes.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- biological principles and concepts underpinning tests and procedures associated with job role, such as:
  - chemical and biochemical characteristics of lipids, carbohydrates, nucleic acids and proteins influencing structure, function and reactivity both in vitro and in vivo

© Commonwealth of Australia, 2025 Skills Insight

  - molecular interactions within the compounds of nucleic acids and nucleotides, proteins and amino acids, carbohydrates, lipids and vitamins, influencing structure, activity, chemical reactivity and physical properties, including solubility, energy levels and emission/absorption spectra
  - chemical significance of biologically significant ions, such as calcium, zinc, iron, magnesium, sodium, potassium, chloride and phosphate
  - basic structure and function of organelles, cells, plant and animal tissue and organs relevant to the testing requirements
  - interrelationships of biological systems (carbon cycle, energy cycle, eutrophication and the web of life)
  - classification and taxonomy of organisms, such as bacteria, viruses, yeasts, single cell, multi-cellular, plants, animals, prions, helminths, prokaryotes and eukaryotes
  - phases of the cell cycle
  - Mendelian genetics, such as inheritance, meiosis, karyotypes, dominant and recessive traits, genotypes and phenotypes, and pedigrees
  - significance of the genetic code and transcription and translation
  - cell membrane activity, including diffusion (passive, facilitated and active), osmosis, tonicity and plasmolysis
  - staining reactions involving acid/base, redox, complex ion formation, solubility and equilibrium
- operating principles and function of key components of the equipment and instruments used as part of job role
- effects of modifying equipment and instrument variables
- basic equipment and method troubleshooting procedures
- calculation steps to give results in appropriate units and precision
- sources of uncertainty in measurement and methods for control
- importance and appropriate use of controls and certified reference materials
- workplace and legal requirements for traceability
- relevant hazards and risks in biological laboratories, work health and safety (WHS) and environmental requirements.

Assessment Conditions

- Judgment of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.

© Commonwealth of Australia, 2025 Skills Insight

- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL924001 Process and interpret data
  - MSL974003 Perform chemical tests and procedures
- Holistic assessment methods include:
  - review of results obtained by the candidate over a period of time to ensure accuracy, consistency and timeliness
  - review of testing records and workplace documentation completed by the candidate
  - feedback from peers and supervisors about the candidate's ability to perform biological procedures safely and reliably
  - observation of candidate conducting a range of biological procedures
  - oral or written questioning of biological concepts and principles, techniques and methods and workplace procedures relevant to candidate's job role.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - a standard laboratory equipped with appropriate test equipment and instruments, safety equipment, reagents and materials
  - standard operating procedures (SOPs) and testing methods
  - records, including:
  - test calibration results
  - equipment use, maintenance and servicing history
  - faulty or unsafe equipment
  - batch number, catalogue number and use-by-date for analytical kits.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

MSL975001 Perform microbiological tests

Modification History

Release 1. Supersedes and is equivalent to MSL975001A Perform microbiological tests

Application

This unit of competency covers the ability to contribute to the culture, isolation and identification of microorganisms, such as bacteria, fungi, viruses, protozoans, algae and parasites, in order to investigate the physiology and pathology of plants and animals, monitor the natural environment, and to assist in the production of foods, pharmaceutical goods and other manufactured materials.

This unit of competency is applicable to laboratory technicians and technical officers working in the biomedical, biotechnology, environmental, manufacturing and food processing industry sectors. The results of work performed by technical personnel would normally be integrated, interpreted and reported on by scientists, medical, veterinary or plant pathologists or other responsible officers in a workplace. Although a supervisor may not always be present, the technician will follow standard operating procedures (SOPs) that will clearly describe the scope of permitted practice in modifying testing procedures, interpreting of data and for communicating test results to people outside the laboratory.

It is applicable to investigations as well as addressing the broader needs of biotechnology and tissue culture applications.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

MSL973007 Perform microscopic examination

MSL973004 Perform aseptic techniques

Competency Field

Testing

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Receive samples and process associated request forms**	1.1	Check samples and request form details before they are accepted
		1.2	Return samples and request forms that do not comply with requirements to source with reasons for non-acceptance
		1.3	Log samples, recording details that allow accurate tracking and chain of custody
		1.4	Distribute samples for local testing or dispatch samples to other testing facilities
		1.5	Store samples appropriately where testing or transport is to be delayed
2	**Prepare for safe microbiological work and aseptic applications**	2.1	Select work area and equipment required for the safe handling of materials that may contain microorganisms of specified risk groups
		2.2	Wear protective apparel, replacing it when contamination is suspected
		2.3	Apply correct disinfection procedures to work areas before and after use
		2.4	Locate relevant emergency equipment for timely response to microbiological accidents
		2.5	Apply standard precautions when handling biological materials
		2.6	Minimise the production and release of aerosols, using biological safety cabinets where necessary
		2.7	Clean spills, and report all spills and suspected incidents to supervisor
		2.8	Wash hands before and after laboratory work and when contamination is suspected

© Commonwealth of Australia, 2025 Skills Insight

		2.9	Ensure the safe disposal of biohazardous materials and other laboratory wastes in accordance with workplace procedures
3	**Process samples for direct examination**	3.1	Prepare thin smears of samples for subsequent staining to enable microscopic identification of cells
		3.2	Prepare liquid films of specimens for direct observation for motility or cell structure
		3.3	Prepare samples to concentrate material for subsequent staining or microscopy
4	**Prepare pure cultures for microbiological work and aseptic applications**	4.1	Select culture media to maximise growth of microorganisms and cells
		4.2	Inoculate media aseptically, applying techniques suitable for purpose of culture
		4.3	Incubate inoculated media in conditions to optimise growth of organisms and cells
		4.4	Subculture on suitable media to optimise production of pure cultures
5	**Perform procedures that can assist in the identification of microorganisms**	5.1	Select staining techniques to demonstrate required cellular characteristics
		5.2	Stain prepared films to demonstrate diagnostically useful characteristics
		5.3	Inoculate and incubate media with pure cultures to assist in the biochemical and immunological identification of microorganisms
		5.4	Perform tests on pure cultures to assist in the biochemical and immunological identification of microorganisms
		5.5	Perform antibiotic sensitivity testing, if required
6	**Estimate the**	6.1	Count cells in undiluted samples to indicate the dilution

© Commonwealth of Australia, 2025 Skills Insight

	number and/or size of micro-organisms in samples		necessary to reliably count organisms in culture
		6.2	Prepare serial dilutions of samples aseptically for culture and colony counting
		6.3	Count colonies for calculating number of viable organisms per unit volume
		6.4	Count microorganisms in samples and cultures using spectrometric and electronic methodologies, where relevant
		6.5	Estimate and document uncertainty of measurement in accordance with workplace procedures, where relevant
7	**Maintain records of laboratory work**	7.1	Make entries on report forms or into computer systems, accurately calculating, recording or transcribing data as required
		7.2	Maintain instrument logs as required by accreditation checklists
		7.3	Maintain security and confidentiality of all clinical information, laboratory data and records

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements	Standards, codes, procedures and/or workplace requirements include the latest version of one or more of: • Australian and international standards, guidelines and codes covering laboratory safety; competence of testing and

© Commonwealth of Australia, 2025 Skills Insight

calibration laboratories; occupational protective equipment; labelling of workplace substances; storage, handling and transport of dangerous goods; environmental management; physical containment levels and facility types; and safety cabinets
- national work health and safety (WHS) standards and codes of practice, and national measurement regulations and guidelines
- specific codes, guidelines and methods covering microbiological procedures, and small scale genetic manipulation work in accordance with gene technology regulations
- workplace documents, such as SOPs; quality procedures; equipment manuals; calibration and maintenance schedules; material safety data sheets (MSDS) and safety procedures; laboratory schedules; workplace recording and reporting procedures; waste minimisation, containment and safe disposal procedures; cleaning, hygiene and personal hygiene requirements
- instructions to comply with new legislation, standards, guidelines and codes
- sampling procedures (labelling, preparation, storage, transport and disposal)
- test procedures (validated and authorised)
- schematics, work flows and laboratory layouts

Communication

Communication includes interactions with one or more of:

- supervisors and managers (laboratory, quality and customer service)
- personnel in other laboratories in the workplace or in other workplaces to which work may be referred
- customers, patients and clients
- external auditors and accreditation agencies (e.g. National Association of Testing Authorities (NATA))

Safe work practices

Safe work practices include, but are not limited to, one or more of:

- ensuring access to service shut-off points
- recognising and observing hazard warnings and safety signs
- labelling of samples, reagents, aliquoted samples and hazardous materials
- handling and storage of hazardous materials and equipment in accordance with labelling, MSDS and manufacturer instructions
- identifying and reporting operating problems or equipment malfunctions

© Commonwealth of Australia, 2025 Skills Insight

- cleaning and decontaminating equipment and work areas regularly using workplace procedures
- using personal protective equipment (PPE), such as gloves, safety glasses, coveralls and gowns
- using containment facilities (e.g. PCII, PCIII and PCIV physical containment laboratories), containment equipment (e.g. biohazard containers, laminar flow cabinets, Class I, II and III biohazard cabinets) and containment procedures

WHS and environmental management requirements

WHS and environmental management requirements include:

- applying standard precautions relating to the potential infectivity of samples and materials presented for laboratory processing
- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time
- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSL975001A Perform microbiological tests

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSL975001 Perform microbiological tests

Modification History

Release 1. Supersedes and is equivalent to MSL975001A Perform microbiological tests

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- safely performing at least five (5) microbiological tests/procedures for the culturing, isolating, identifying and counting microorganisms
- consistently and accurately describing different bacterial colony forms on common media
- preparing and staining thin smears and preparing liquid films
- estimating the number and size of microorganisms in samples
- selecting, inoculating and incubating culture media
- performing biochemical and immunological identification tests on pure cultures to assist in the of microorganisms
- not contaminating self, other people, the work area, equipment or the samples or materials under test
- not contaminating media or reagents during manipulations involving the transfer of cultures
- identifying artefacts or image aberrations attributable to misalignment or obstruction of light paths or condensers used in microscopy, or with other steps in microscopic examinations
- consistently and accurately performing Gram staining of bacteria
- accurately and concisely preparing data and documentation that is in accordance with workplace requirements
- reporting all incidents or accidents
- disinfecting any spillages and safely disposing of all contaminated materials
- decontaminating the work area upon completion of work.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- microbiological terminology, including bacteriology, parasitology, virology and mycology
- disinfection and sterilisation as applied to practical aspects of microbiology
- microbial diversity
- microorganisms of importance in medicine, in production of foods and other manufactured goods, and in assessment of the natural environment

© Commonwealth of Australia, 2025 Skills Insight

- cell biology and chemistry related to laboratory phenomena, such as growth and isolation of organisms for identification
- microbial genetics
- rationale for sample dilution when preparing materials for enumerating organisms and other pure culture work (e.g. Most Probable Number (MPN) technique)
- need for accurate identification of sample source (e.g. body, specimen, process line and field location)
- relevant hazards, work health and safety (WHS) and environment requirements.

Assessment Conditions

- Judgment of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept in each case).
- This unit of competency may be assessed with:
  - MSL934002 Apply quality system and continuous improvement processes
- Holistic assessment methods include:
  - review of results/data/records generated by the candidate
  - feedback from peers and supervisors to confirm that the candidate consistently follows workplace procedures and generates results that meet workplace requirements
  - oral and/or written questions associated with laboratory determinations and record keeping
  - integrated assessment with a case study focus, such as the isolation and identification of bacterial species in a specimen containing two or more species by relating sample, cultural, morphological and biochemical data from other relevant tests and procedures.
- Access is required to instruments, equipment, materials, workplace documentation, procedures and specifications associated with this unit, including, but not limited to:
  - a standard microbiology laboratory with relevant samples; reagents; protective and physical containment equipment; sample preparation and storage equipment; test equipment, such as microscopes and counters; and sterilising equipment, such as autoclaves
  - workplace procedures, test methods and equipment manuals.

© Commonwealth of Australia, 2025 Skills Insight

- Under duty of care requirements, off-the-job training providers will only use samples and organisms of a risk category compatible with their laboratory as defined in *AS/NZS 2243.3 Set:2006 Safety in laboratories*.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competence and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience.
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with a laboratory about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa

© Commonwealth of Australia, 2025 Skills Insight

MSMENV172 Identify and minimise environmental hazards

Modification History

Release 1. Supersedes and is equivalent to MSAPMSUP172A Identify and minimise environmental hazards

Application

This unit of competency covers the skills and knowledge required to identify activities and/or materials that present an environmental threat and to take the appropriate action according to procedures.

This unit of competency applies to all personnel who are required to work within environmental regulatory requirements which are reflected in the organisation's policies and procedures.

It applies to an individual working alone or as part of a team or group and working in liaison with other team members and supervisors.

This unit of competency applies to all plants and areas of operation.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Support

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element

© Commonwealth of Australia, 2025 Skills Insight

1	Identify environmental threats	1.1	Recognise the type and severity of environmental threat posed by the materials and processes used for own work
		1.2	Identify ways materials used may enter the environment
		1.3	Identify sensitive features of the local environment and their impact on work practice and procedures
		1.4	Recognise abnormal or unacceptable emission levels
2	Identify workplace procedures and policies to minimise environmental threats	2.1	Identify workplace policy for environmental protection
		2.2	Identify environmental protection measures within standard operating procedures (SOPs) relevant to work
		2.3	State contact procedures for personnel involved in environmental response teams
3	Follow procedures to minimise environmental threats	3.1	Implement environmental protection measures in relevant procedures
		3.2	Report abnormal emissions/environmental issues to appropriate personnel
		3.3	Apply containment procedures in accordance with SOPs, where appropriate
		3.4	Implement waste management procedures and practices
		3.5	Follow safety procedures and use personal protective equipment (PPE)

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Regulatory framework

The latest version of all legislation, regulations, industry codes of practice and Australian/international standards, or the version specified by the local regulatory authority, must be used, and include one or more of the following:

- legislative requirements, including work health and safety (WHS)
- industry codes of practice and guidelines
- environmental regulations and guidelines
- Australian and other standards
- licence and certification requirements

Procedures

All operations must be performed in accordance with relevant procedures.

Procedures are written, verbal, visual, computer-based or in some other form, and include one or more of the following:

- emergency procedures
- work instructions
- SOPs
- safe work method statements (SWMS)
- formulas/recipes
- batch sheets
- temporary instructions
- any similar instructions provided for the smooth running of the plant

Tools and equipment

Tools and equipment include:

- personal protective equipment (PPE)
- spill kits

Emissions

Abnormal or unacceptable emission levels include one of more of the following:

- excessive noise
- light
- odours
- gases/vapours
- visible smoke/vapour
- liquid and solids

© Commonwealth of Australia, 2025 Skills Insight

- particulates
- fumes

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSAPMSUP172A Identify and minimise environmental hazards

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=d1287d36-dff4-4e9f-ad2c-9d6270054027

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSMENV172 Identify and minimise environmental hazards

Modification History

Release 1. Supersedes and is equivalent to MSAPMSUP172A Identify and minimise environmental hazards

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and must include the ability to:

- recognise and report environmental threats
- communicate using in-plant reporting systems (verbal, electronic or written)
- select and use containment equipment
- select and use personal protective equipment (PPE).

Knowledge Evidence

Evidence must be provided that demonstrates knowledge of:

- organisation procedures, including:
  - environmental protection and reporting requirements
  - safety, emergency and hazard controls
- type and severity of environmental threats, including contribution to climate change and other macro threats that can arise from materials and work processes used
- environmental protection measures required to minimise threats
- types of emissions relevant to job role and permissible levels.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence based on a holistic assessment of the evidence.
- The collection of performance evidence:
  - should occur over a range of situations which include typical disruptions to normal, smooth operations
  - will typically include a supervisor/third-party report focusing on consistent performance and problem recognition and solving. A supervisor/third-party report must be prepared by someone who has a direct, relevant, current relationship with the person being assessed and who is in a position to form a judgement on workplace performance relevant to the unit of competency
  - must include the use of appropriate tools, equipment and safety gear requiring demonstration of preparation, operation, completion and responding to problems

© Commonwealth of Australia, 2025 Skills Insight

    - may use industry-based simulation for all or part of the unit particularly where safety, lack of opportunity or significant cost is an issue.
- Assessment should occur in operational workplace situations. Where this is not possible, or where personal safety or environmental damage are limiting factors, assessment must occur in a sufficiently rigorous simulated environment reflecting realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.
- Assessment in a simulated environment should use evidence collected from one or more of:
    - walk-throughs
    - pilot plant operation
    - demonstration of skills
    - industry-based case studies/scenarios
    - ‘what ifs’.
- Knowledge evidence may be collected concurrently with performance evidence (provided a record is kept) or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept).
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- The regulatory framework will be reflected in workplace policies and procedures and is not required to be independently assessed.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- As a minimum, assessors must satisfy the Standards for Registered Training Organisations 2015 assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=d1287d36-dff4-4e9f-ad2c-9d6270054027

© Commonwealth of Australia, 2025 Skills Insight

MSMENV472 Implement and monitor environmentally sustainable work practices

Modification History

Release 1. Supersedes and is equivalent to MSAENV472B Implement and monitor environmentally sustainable work practices

Application

This unit of competency covers the skills and knowledge required to effectively analyse the workplace in relation to environmentally sustainable work practices, and to implement improvements and monitor their effectiveness.

This unit of competency applies to those who have responsibility for a specific area of work or who lead a work group or team. It addresses the knowledge, processes and techniques necessary to implement and monitor environmentally sustainable work practices, including the development of processes and tools.

It includes identifying areas for improvement, developing plans to make improvements, and implementing and monitoring improvements in environmental performance.

This unit of competency applies to all sectors of the manufacturing industry and members of its value chain. It may also be applied to all sections of an organisation, including office and warehouse. This unit will need to be appropriately contextualised as it is applied across an organisation and across different industry sectors.

This unit of competency applies to an individual working alone or as part of a team/work group and working in liaison with other shift team members and the control room operator, as appropriate.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

© Commonwealth of Australia, 2025 Skills Insight

Competency Field

HSE

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes		Performance criteria describe the performance needed to demonstrate achievement of the element	
1	**Investigate current practices in relation to resource usage**	1.1	Identify environmental regulations applying to the enterprise
		1.2	Assess procedures for assessing compliance with environmental regulations
		1.3	Collect information on environmental and resource efficiency systems and procedures and provide to the work group, as required
		1.4	Measure and record current resource usage by members of the work group
		1.5	Analyse and record current purchasing strategies
		1.6	Analyse current work processes to access information and data, and assist in identifying areas for improvement
2	**Set targets for improvements**	2.1	Seek input from stakeholders, key personnel and specialists
		2.2	Access external sources of information and data as required
		2.3	Evaluate alternative solutions to workplace environmental issues
		2.4	Set efficiency targets
3	**Implement performance**	3.1	Source and use techniques/tools to assist in achieving targets

© Commonwealth of Australia, 2025 Skills Insight

	improvement strategies	3.2	Apply continuous improvement strategies to own work area of responsibility, and communicate ideas and possible solutions to the work group and management
		3.3	Integrate environmental and resource efficiency improvement plans for own work group with other operational activities and implement them
		3.4	Seek suggestions and ideas about environmental and resource efficiency management from stakeholders and act upon them where appropriate
		3.5	Implement costing strategies to fully value environmental assets
4	**Monitor performance**	4.1	Document outcomes and communicate reports on targets to key personnel and stakeholders
		4.2	Evaluate strategies and environmental performance, including breaches or potential breaches of regulations and occurrences outside of standard procedure which may lead to lower environmental performance
		4.3	Set new targets and investigate and apply new tools and strategies
		4.4	Promote successful strategies and reward participants where possible

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

© Commonwealth of Australia, 2025 Skills Insight

Regulatory framework

The latest version of all legislation, regulations, industry codes of practice and Australian/international standards, or the version specified by the local regulatory authority, must be used, and include one or more of the following:

- legislative requirements, including work health and safety (WHS)
- industry codes of practice and guidelines
- environmental regulations and guidelines
- Australian and other standards
- licence and certification requirements
- *ISO 14001:2015 Environmental management systems*

Procedures

All operations must be performed in accordance with relevant procedures.

Procedures are written, verbal, visual, computer-based or in some other form, and include one or more of the following:

- work instructions
- standard operating procedures (SOPs)
- safe work method statements (SWMS)
- formulas/recipes
- batch sheets
- temporary instructions
- any similar instructions provided for the smooth running of the plant

Unit Mapping Information

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=d1287d36-dff4-4e9f-ad2c-9d6270054027

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSMENV472 Implement and monitor environmentally sustainable work practices

Modification History

Release 1. Supersedes and is equivalent to MSAENV472B Implement and monitor environmentally sustainable work practices

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and must include the ability to:

- investigate/analyse resource usage
- evaluate improvement alternatives and set targets
- implement improvements within the limit of own authority
- monitor the performance of improvements.

Knowledge Evidence

Evidence must be provided that demonstrates knowledge of:

- relevant environmental and resource efficiency issues, specific to industry practices, including:
  - contribution to climate change and other macro threats that can arise from materials and work processes used
  - regulated environmental issues
  - issues relevant to licencing conditions
- best practice environmental approaches relevant to own area of responsibility
- methods for measuring and calculating resource usage.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence based on a holistic assessment of the evidence.
- The collection of performance evidence:
  - should occur over a range of situations
  - will typically include a supervisor/third-party report focusing on consistent performance and problem recognition and solving. A supervisor/third-party report must be prepared by someone who has a direct, relevant, current relationship with the person being assessed and who is in a position to form a judgement on workplace performance relevant to the unit of competency
  - will typically include the use of appropriate tools, equipment and documents

© Commonwealth of Australia, 2025 Skills Insight

    - may use industry-based simulation for all or part of the unit particularly where safety, lack of opportunity or significant cost is an issue.
- Assessment should occur in operational workplace situations. Where this is not possible, or where personal safety or environmental damage are limiting factors, assessment must occur in a sufficiently rigorous simulated environment reflecting realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.
- Assessment in a simulated environment should use evidence collected from one or more of:
    - walk-throughs
    - pilot plant operation
    - demonstration of skills
    - industry based case studies/scenarios
    - ‘what ifs’.
- Knowledge evidence may be collected concurrently with performance evidence (provided a record is kept) or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept).
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- The regulatory framework will be reflected in workplace policies and procedures and is not required to be independently assessed.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- As a minimum, assessors must satisfy the Standards for Registered Training Organisations 2015 assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=d1287d36-dff4-4e9f-ad2c-9d6270054027

© Commonwealth of Australia, 2025 Skills Insight

MSMSUP300 Identify and apply process improvements

Modification History

Release 1. Supersedes and is equivalent to MSAPMSUP300A Identify and implement opportunities to maximise production efficiencies

Application

This unit of competency covers the skills and knowledge required to identify, monitor and participate in strategies to improve production efficiencies.

It applies to experienced personnel, such as experienced operators, team leaders or supervisors, who are required to provide input into process improvement initiatives for a team or work area.

This unit of competency applies to all work environments and sectors within the industry. It applies to a wide range of processes and equipment. In large plants with multiple processes, it may apply to more than one process if those processes interact with each other. It applies to all operators across all functions.

No licensing, legislative or certification requirements apply to this unit at the time of

Pre-requisite Unit

Nil

Competency Field

Support

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes		Performance criteria describe the performance needed to demonstrate achievement of the element	
1	Determine issues	1.1	Investigate issues affecting output and quality

© Commonwealth of Australia, 2025 Skills Insight

	that affect process efficiency	1.2	Determine potential/actual sources of wastage
		1.3	Identify or develop appropriate performance measurement indicators
		1.4	Identify hazards and required controls associated with the process
2	Monitor and measure process efficiency	2.1	Monitor performance of process/equipment/raw material usage
		2.2	Identify variations and divergence from trends
		2.3	Identify factors inhibiting process efficiency
3	Participate in developing methods for improving process efficiencies	3.1	Analyse problems/areas for improvement in process efficiencies
		3.2	Utilise appropriate problem-solving tools and techniques for identifying areas for improvement
		3.3	Identify and take into account external factors
		3.4	Identify required changes to process, standards and procedures
		3.5	Recommend strategies for improvement to relevant personnel
4	Participate in implementing process improvement strategies	4.1	Implement developed strategies to improve process efficiency.
		4.2	Monitor performance of changes
		4.3	Evaluate results of changes
		4.4	Report results to relevant personnel

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Regulatory framework

The latest version of all legislation, regulations, industry codes of practice and Australian/international standards, or the version specified by the local regulatory authority, must be used, and include one or more of the following:

- legislative requirements, including work health and safety (WHS)
- industry codes of practice and guidelines
- environmental regulations and guidelines
- Australian and other standards
- licence and certification requirements

Procedures

All operations must be performed in accordance with relevant procedures.

Procedures are written, verbal, visual, computer-based or in some other form, and include one or more of the following:

- emergency procedures
- work instructions
- standard operating procedures (SOPs)
- safe work method statements (SWMS)
- formulas/recipes
- batch sheets
- temporary instructions
- any similar instructions provided for the smooth running of the plant

Sources of information

Sources of information include one or more of the following:

- yearly, monthly, weekly and daily production targets
- business objectives and goals

© Commonwealth of Australia, 2025 Skills Insight

- control charts, run charts and graphs
- enterprise manuals and procedures
- equipment specifications

Identifying process inefficiencies

Identifying process inefficiencies requires consideration of one or more of the following:

- equipment downtime
- spillages
- leaks
- contamination
- raw material quality
- utilities usage
- production quality, rejects and re-work
- wasted materials and other resources
- productivity issues
- incorrect work allocation/priorities/planning
- incorrect processes/procedures

Problems

Routine problems must be resolved by applying known solutions.

Routine problems are predictable and known solutions are drawn from one or more of:

- procedures
- training
- remembered experience

Non-routine problems must be reported according to according to relevant procedures.

Non-routine problems must be resolved by applying operational knowledge to develop new solutions, either individually or in collaboration with relevant experts to:

- determine problems needing action
- determine possible fault causes
- develop solutions to problems which do not have a known solution
- follow through items initiated until final resolution has occurred
- report problems outside area of responsibility to designated person

© Commonwealth of Australia, 2025 Skills Insight

Non-routine problems are unexpected problems, or variations of previous problems and include one or more of the following:

- non-routine process and quality problems
- equipment selection, availability and failure
- teamwork and work allocation problems
- safety and emergency situations and incidents

Operational knowledge includes one or more of the following:

- procedures
- training
- technical information, such as journals and engineering specifications
- remembered experience
- relevant knowledge obtained from appropriate people

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSAPMSUP300A Identify and implement opportunities to maximise production efficiencies

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=d1287d36-dff4-4e9f-ad2c-9d6270054027

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSMSUP300 Identify and apply process improvements

Modification History

Release 1. Supersedes and is equivalent to MSAPMSUP300A Identify and implement opportunities to maximise production efficiencies

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and must include the ability to:

- read and interpret information from a range of sources to identify production inefficiencies and strategies to minimise them
- complete workplace forms and production reports
- use problem-solving tools to identify strategies for improvements
- apply operational knowledge to non-routine problems
- communicate effectively with relevant personnel at all levels to:
  - identify and recommend improvement strategies
  - implement the strategies
  - evaluate and report the results of implementation.
  -

Knowledge Evidence

Evidence must be provided that demonstrates knowledge of:

- duty of care
- organisation procedures
- information systems and data collation
- measures of process efficiency
- hazards that may arise in the job/work environment, including:
  - their possible causes
  - potential consequences
  - appropriate risk controls
- relevant equipment and operational processes.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence based on a holistic assessment of the evidence.
- The collection of performance evidence is best done from a report and/or folio of evidence drawn from:

© Commonwealth of Australia, 2025 Skills Insight

  - a single project which provides sufficient evidence of the requirements of all the elements and performance criteria
  - multiple smaller projects which together provide sufficient evidence of the requirements of all the elements and performance criteria.
- A third-party report, or similar, may be needed to testify to the work done by the individual, particularly when the project has been done as part of a project team.
- Assessment should use a real project in an operational workplace. Where this is not possible or practical assessment must occur in a sufficiently rigorous simulated environment reflecting realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.
- Knowledge evidence may be collected concurrently with performance evidence (provided a record is kept) or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept).
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- The regulatory framework will be reflected in workplace policies and procedures and is not required to be independently assessed.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- As a minimum, assessors must satisfy the Standards for Registered Training Organisations 2015 assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=d1287d36-dff4-4e9f-ad2c-9d6270054027

© Commonwealth of Australia, 2025 Skills Insight

MSMSUP303 Identify equipment faults

Modification History

Release 1. Supersedes and is equivalent to MSAPMSUP303A Identify equipment faults

Application

This unit of competency covers the skills and knowledge required to plan and carry out checks to identify and deal with equipment faults and to determine solutions.

This unit of competency applies to experienced personnel, such as experienced operators, team leaders or supervisors, who are required to apply knowledge of materials, product purpose and processes to identify and deal with routine and non-routine faults in equipment, propose solutions, carry out solutions within scope of authority and competence and complete logs and reports.

This unit of competency applies to an individual working alone or as part of a team or group and working in liaison with other shift team members and the control room operator, as appropriate.

This unit of competency applies to all work environments and sectors within the industry. It does not include maintenance that would require trade-level skills. It is not intended that this competency would cover maintenance that is carried out in a workshop.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Support

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes		Performance criteria describe the performance needed to demonstrate achievement of the element	
1	Identify scope of operational check	1.1	Identify and classify equipment components and operating systems
		1.2	Match appropriate checks and procedures to the equipment operating systems
		1.3	Identify special checking procedures and parameters in manufacturer specifications and procedures
		1.4	Identify sources of information and data relevant to key variables
		1.5	Identify and control hazards
		1.6	Observe and undertake checks on the physical condition of equipment in accordance with procedures
		1.7	Record preliminary observations
		1.8	Discuss checking procedures with appropriate personnel and obtain necessary permission where required
2	Plan operational checks	2.1	Check specifications and notes from preliminary observations and identify areas to be clarified
		2.2	Plan sequence for checks, noting areas where results and observations should be recorded
		2.3	Ensure area is safe for operational check
		2.4	Make arrangements for any additional resources, including other employees
3	Check unit through full	3.1	Undertake operational checks observing relevant safety and operational requirements

© Commonwealth of Australia, 2025 Skills Insight

	operational range	3.2	Confirm results and findings
		3.3	Identify faults to be dealt with
4	Identify faults and formulate recommendations	4.1	Identify impact of faults on work schedule
		4.2	Record proposals for equipment repair based on faults found, cost/time implications and workplace approval systems
		4.3	Explain proposals to relevant workplace personnel, including any options and recommendations
		4.4	Take appropriate action to return equipment to full operation in accordance with procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Regulatory framework

The latest version of all legislation, regulations, industry codes of practice and Australian/international standards, or the version specified by the local regulatory authority, must be used, and include one or more of the following:

- legislative requirements, including work health and safety (WHS)
- industry codes of practice and guidelines
- environmental regulations and guidelines
- Australian and other standards
- licence and certification requirements

© Commonwealth of Australia, 2025 Skills Insight

Procedures

All operations must be performed in accordance with relevant procedures.

Procedures are written, verbal, visual, computer-based or in some other form, and include one or more of the following:

- emergency procedures
- work instructions
- standard operating procedures (SOPs)
- safe work method statements (SWMS)
- formulas/recipes
- batch sheets
- temporary instructions
- plant description manuals
- manufacturer instructions and specifications
- service manuals
- machine circuit diagrams for hydraulic/pneumatic and electrical/electronic circuits
- any similar instructions provided for the smooth running of the plant

Tools and equipment

Tools and equipment include one or more of the following:

- hand tools specific for the task
- product testing equipment (e.g. flowmeter, scales, tape measure, micrometer, calliper and ultrasonic thickness)
- equipment checking equipment (e.g. vibration meter, tachometer, current tester, thermal imaging and temperature gauge)

Hazards

Hazards include one or more of the following:

- rotating and moving machinery
- process materials, solids, fluids and gases under pressure or flowing
- temporary connections or by-passes
- electrical, hydraulic or pneumatic energy sources
- out-of-specification operation
- smoke, darkness and heat
- heat, smoke, dust or other atmospheric hazards
- electricity
- gas
- gases and liquids under pressure
- structural hazards
- structural collapse
- equipment failures

© Commonwealth of Australia, 2025 Skills Insight

- industrial (machinery, equipment and product)
- equipment or product mass
- noise, rotational equipment or vibration
- limited head spaces or overhangs
- working at heights, in restricted or confined spaces, or in environments subjected to heat, noise, dusts or vapours
- fire and explosion
- flammability and explosivity
- hazardous products and materials
- unauthorised personnel
- sharp edges, protrusions or obstructions
- slippery surfaces, spills or leaks
- extreme weather
- other hazards that might arise

Faults

Faults may arise from routine and non-routine causes and must be resolved by applying operational knowledge to apply existing, or develop new solutions, either individually or in collaboration with relevant experts to:

- determine faults needing action
- determine possible fault causes
- develop solutions to faults which do not have a known solution
- follow through items initiated until final resolution has occurred
- report faults outside area of responsibility/expertise to designated person

Non-routine faults are unexpected faults, or variations of previous faults and are associated with one or more of the following:

- out-of-specification product or variations
- response of equipment to materials variations
- new or changed materials
- changed equipment settings (e.g. higher speed or throughput)
- equipment breakdown or in need of maintenance

Operational knowledge includes one or more of the following:

- procedures
- training
- technical information such as journals, engineering specifications
- remembered experience
- relevant knowledge obtained from appropriate people

© Commonwealth of Australia, 2025 Skills Insight

Variables

Key variables to be monitored include one or more of the following:

- equipment performance (e.g. speed, output and variations)
- equipment component performance
- sequences and timing of operations
- materials changes (desired and not desired)

Sources of information and data

Sources of information and data include one or more of the following:

- plant data
- log sheets
- operational and performance reports
- physical aspects, such as noise, smell, feel and pressure condition monitoring information
- planned maintenance schedules
- procedures

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSAPMSUP303A Identify equipment faults

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=d1287d36-dff4-4e9f-ad2c-9d6270054027

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSMSUP303 Identify equipment faults

Modification History

Release 1. Supersedes and is equivalent to MSAPMSUP303A Identify equipment faults

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and must include the ability to:

- check and identify a fault within an item of equipment/plant
- ensure workplace is safe for checking and maintenance of equipment
- communicate effectively with personnel and all levels
- evaluate the impact of fault in terms of work schedule, cost/time and approvals needed and make recommendations for repairs
- apply operational knowledge to non-routine problems
- take appropriate action within scope of authority in accordance with procedures.

Knowledge Evidence

Evidence must be provided that demonstrates knowledge of:

- organisation procedures, including:
  - work permit systems
  - safety, emergency and hazard control
  - standard operating procedures (SOPs)
- hazards that may arise in the job/work environment, including:
- their possible causes
- potential consequences
- appropriate risk controls/ hierarchy of control
- principles of the operation of the equipment to be maintained:
  - operating principles for mechanical, hydraulic, pneumatic and electrical/electronic systems
  - functions and troubleshooting of internal components and their problems
  - routine and non-routine causes of equipment failures and the service conditions which may increase maintenance
- types and application of testing procedures and equipment.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence based on a holistic assessment of the evidence.

© Commonwealth of Australia, 2025 Skills Insight

- The collection of performance evidence:
  - should occur over a range of situations which include typical disruptions to normal, smooth operations
  - will typically include a supervisor/third-party report focusing on consistent performance and problem recognition and solving. A supervisor/third-party report must be prepared by someone who has a direct, relevant, current relationship with the person being assessed and who is in a position to form a judgement on workplace performance relevant to the unit of competency
  - must include the use of appropriate tools, equipment and safety gear requiring demonstration of preparation, operation, completion and responding to problems
  - may use industry-based simulation for all or part of the unit particularly where safety, lack of opportunity or significant cost is an issue.
- Assessment should occur in operational workplace situations. Where this is not possible, or where personal safety or environmental damage are limiting factors, assessment must occur in a sufficiently rigorous simulated environment reflecting realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.
- Assessment in a simulated environment should use evidence collected from one or more of:
  - walk-throughs
  - pilot plant operation
  - demonstration of skills
  - industry-based case studies/scenarios
  - ‘what ifs’.
- Knowledge evidence may be collected concurrently with performance evidence (provided a record is kept) or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept).
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- The regulatory framework will be reflected in workplace policies and procedures and is not required to be independently assessed.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- As a minimum, assessors must satisfy the Standards for Registered Training Organisations 2015 assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=d1287d36-dff4-4e9f-ad2c-9d6270054027

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

MSMSUP330 Develop and adjust a production schedule

Modification History

Release 1. Supersedes and is equivalent to MSAPMSUP330A Develop and adjust a production schedule

Application

This unit of competency covers the skills and knowledge required to plan, schedule and prioritise production to meet operational requirements.

This unit of competency applies to experienced operators, team leaders or similar who are required to optimise plant production and costs of production using daily and weekly run plan guidelines/production schedules.

The person will have detailed operational and process knowledge but is not required to demonstrate 'hands on' operation of equipment as part of this competency.

This unit of competency applies to an individual working alone or as part of a team or group and working in liaison with other shift team members and the control room operator, as appropriate.

This unit of competency applies to all work environments and sectors within the industry.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Support

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes		Performance criteria describe the performance needed to demonstrate achievement of the element	
1	Identify resources to meet production requirements	1.1	Determine demand for product
		1.2	Access and verify information on orders, stocks and delivery
		1.3	Determine plant/production equipment capacity
		1.4	Determine material requirements
		1.5	Determine human resource requirements
		1.6	Identify and control hazards
2	Develop schedules	2.1	Determine production priorities
		2.2	Identify production opportunities ('windows')
		2.3	Develop production schedules in accordance with procedures taking account of health, safety and environment (HSE) requirements
		2.4	Communicate and distribute production schedules to appropriate personnel
3	Monitor production schedules	3.1	Monitor production output against schedule
		3.2	Identify variations between production and schedule
		3.3	Record operational variation and discuss with appropriate personnel
		3.4	Identify possible cause of variation
4	Adjust schedules	4.1	Adjust schedules in response to operational variation

© Commonwealth of Australia, 2025 Skills Insight

4.2 Adjust schedules in response to unexpected events

4.3 Distribute adjusted/amended schedules to appropriate personnel

4.4 Maintain product output in accordance with production and HSE requirements

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Regulatory framework

The latest version of all legislation, regulations, industry codes of practice and Australian/international standards, or the version specified by the local regulatory authority, must be used, and include one or more of the following:

- legislative requirements, including work health and safety (WHS)
- industry codes of practice and guidelines
- environmental regulations and guidelines
- Australian and other standards
- licence and certification requirements

All operations are subject to stringent HSE requirements, which may be imposed through state/territory or federal legislation, and these must not be compromised at any time. Where there is an apparent conflict between performance criteria and HSE requirements, the HSE requirements take precedence.

Procedures

All operations must be performed in accordance with relevant procedures.

Procedures are written, verbal, visual, computer-based or in some other form,

© Commonwealth of Australia, 2025 Skills Insight

and include one or more of the following:

- emergency procedures
- work instructions
- standard operating procedures (SOPs)
- safe work method statements (SWMS)
- formulas/recipes
- batch sheets
- temporary instructions
- any similar instructions provided for the smooth running of the plant

Hazards Hazards include one or more of the following:

- smoke, darkness and heat
- heat, smoke, dust or other atmospheric hazards
- electricity
- gas
- gases and liquids under pressure
- structural hazards
- structural collapse
- equipment failures
- industrial (machinery, equipment and product)
- equipment or product mass
- noise, rotational equipment or vibration
- limited head spaces or overhangs
- working at heights, in restricted or confined spaces, or in environments subjected to heat, noise, dusts or vapours
- fire and explosion
- flammability and explosivity
- hazardous products and materials
- unauthorised personnel
- sharp edges, protrusions or obstructions
- slippery surfaces, spills or leaks
- extreme weather
- other hazards that might arise

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSAPMSUP330A Develop and adjust a production schedule

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=d1287d36-dff4-4e9f-ad2c-9d6270054027

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSMSUP330 Develop and adjust a production schedule

Modification History

Release 1. Supersedes and is equivalent to MSAPMSUP330A Develop and adjust a production schedule

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and must include the ability to:

- identify production objectives, priorities, targets and resource requirements
- plan, sequence and schedule production taking account of health, safety and environment (HSE) priorities
- monitor and adjust schedules in response to operational variations
- communicate effectively with other personnel.

Knowledge Evidence

Evidence must be provided that demonstrates knowledge of:

- organisation procedures
- hazards that may arise in the job/work environment, including:
  - their possible causes
  - potential consequences
  - appropriate risk controls
  - hierarchy of control
- customer and quality requirements
- routine and non-routine causes of production variation
- relevant equipment and operational processes
- types of adjustments that can be made and their likely impact on process/plant efficiencies and production outcomes/targets.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence based on a holistic assessment of the evidence.
- The collection of performance evidence:
  - should occur over a range of situations which include typical disruptions to normal, smooth operations

© Commonwealth of Australia, 2025 Skills Insight

  - will typically include a supervisor/third-party report focusing on consistent performance and problem recognition and solving. A supervisor/third-party report must be prepared by someone who has a direct, relevant, current relationship with the person being assessed and who is in a position to form a judgement on workplace performance relevant to the unit of competency
  - must include the use of appropriate tools, equipment and safety gear requiring demonstration of preparation, operation, completion and responding to problems
  - may use industry-based simulation for all or part of the unit particularly where safety, lack of opportunity or significant cost is an issue.
- Assessment should occur in operational workplace situations. Where this is not possible, or where personal safety or environmental damage are limiting factors, assessment must occur in a sufficiently rigorous simulated environment reflecting realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.
- Assessment in a simulated environment should use evidence collected from one or more of:
  - walk-throughs
  - pilot plant operation
  - demonstration of skills
  - industry-based case studies/scenarios
  - ‘what ifs’.
- Knowledge evidence may be collected concurrently with performance evidence (provided a record is kept) or through an independent process, such as workbooks, written assessments or interviews (provided a record is kept).
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- The regulatory framework will be reflected in workplace policies and procedures and is not required to be independently assessed.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- As a minimum, assessors must satisfy the Standards for Registered Training Organisations 2015 assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=d1287d36-dff4-4e9f-ad2c-9d6270054027

© Commonwealth of Australia, 2025 Skills Insight

MSS024006 Perform sampling and testing of water

Modification History

Release 1. Supersedes and is equivalent to MSS024006A Perform sampling and testing of water

Application

This unit of competency covers the ability to sample natural, polluted and process water for both chemical and microbiological parameters and perform field measurements on them.

This unit of competency is applicable to environmental technicians working in a range of industry sectors, such as environmental services (e.g. sampling and monitoring of water); clean water (e.g. catchments, supply and environmental flows); natural resource management; water treatment, storm and wastewater management; environmental compliance, auditing and inspection; solid and hazardous waste management; site remediation; management of contaminated sites; geotechnical services and civil engineering.

While no specific licensing or certification requirements apply to this unit at the time of publication, environmental monitoring and management activities are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked.

Pre-requisite Unit

Nil

Competency Field

Sampling and testing

Unit Sector

Environmental

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Confirm**	1.1	Confirm the sampling location, number and type of

© Commonwealth of Australia, 2025 Skills Insight

	sampling and testing requirements		samples, and timing and frequency of sampling from the workplace or client's sampling plan.
		1.2	Check that all sampling and testing procedures are in accordance with client or workplace requirements, relevant standards and codes.
2	**Prepare for water sampling**	2.1	Identify site and sampling hazards and review workplace safety procedures.
		2.2	Liaise with relevant personnel to arrange site access and all necessary clearances and/or permits.
		2.3	Select sampling equipment and conditions to achieve representative samples and preserve sample integrity during collection, storage and transit.
		2.4	Ensure all reagents, solutions, standards and blanks (as appropriate) are obtained and/or prepared ready for field use.
		2.5	Select field test equipment/instruments and check operation and calibration, as required, in accordance with procedures and manufacturer instructions.
		2.6	Assemble and check all sampling equipment, field test equipment, materials, containers and safety equipment.
		2.7	Arrange suitable transport to, from and/or around site as required.
3	**Conduct sampling of water**	3.1	Locate sampling sites and, if required, services at the site.
		3.2	Conduct representative sampling in accordance with sampling plan and defined procedures for field and/or laboratory testing, as required.
		3.3	Ensure all controls, blanks and replicate samples are properly integrated into the sampling process.
		3.4	Record all information and label samples in accordance with traceability requirements.
		3.5	Record environmental conditions and any atypical observations made during sampling that may impact on

© Commonwealth of Australia, 2025 Skills Insight

			sample representativeness or integrity.
		3.6	Transport all samples back to base according to workplace procedures and relevant codes.
		3.7	Distribute samples/sub-samples to required destinations for testing, maintaining sample integrity, traceability and chain of custody requirements, as necessary.
4	**Conduct field testing of water**	4.1	Obtain sample or sub-sample for designated field test, or locate testing location for in-situ testing.
		4.2	Check equipment/instruments set-up and reagents and calibrate, as necessary, to ensure safe operation and valid results.
		4.3	Run quality control (QC) samples to check method validity.
		4.4	Operate equipment/instruments in accordance with test method requirements.
		4.5	Perform tests/procedures/observations on all samples, and standards, if appropriate, in accordance with specified methods.
		4.6	Record all field observations and results and ensure that they are accurately transferred to workplace information database.
5	**Maintain a safe work environment**	5.1	Use defined safe work practices and personal protective equipment to ensure personal safety and that of others.
		5.2	Minimise the generation of waste.
		5.3	Rehabilitate sampling site to render it safe and minimise environmental impacts.
		5.4	Clean all equipment, containers, work area and vehicles according to workplace procedures.
		5.5	Check serviceability of all equipment before storage.
		5.6	Ensure the safe collection of all hazardous wastes for appropriate disposal.

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Legislation, regulations, standards, codes, workplace procedures and requirements include the latest version of one or more of:

- federal legislation, such as the Environment Protection and Biodiversity Conservation Act and National Environmental Protection Measures
- state/territory government legislation and local government by-laws, policies, regulations and plans dealing with land use; environmental protection; cultural/heritage sites; vegetation management; nature conservation and wildlife/plant protection; water and water management; soil conservation; pollution and contaminated sites; fisheries, forestry and mining operations
- legislation, standards and codes of practice for work health and safety (WHS)
- Australian and international standards covering environmental management such as AS/NZS ISO 14000 Basic Set:2007 Environmental Management Basic Set, and the sampling and analysis of water, such as AS/NZS 2031, AS 3550 series, AS/NZS 4276 series, AS/NZS 5667 series
- industry methods and guidelines, such as US Environmental Protection Authority (EPA) Methods and guidance for the analysis of water; American Public Health Association (APHA) Standard methods for the examination of waters and wastewaters; ANZECC Guidelines for fresh and marine water quality; and Australian guidelines for water quality monitoring and reporting
- registration/licensing and/or accreditation requirements
- site-specific requirements; workplace procedures for sampling, monitoring and in-field testing; recording, processing, presenting and reporting data

© Commonwealth of Australia, 2025 Skills Insight

	• workplace documents, such as standard operating procedures (SOPs), work schedules, recording and reporting procedures, equipment manuals and warranties, supplier catalogue and handbooks; safety data sheets (SDS) and safety procedures; waste minimisation, containment, processing and safe disposal procedures.
Common field test parameters include one or more of:	• pH • electrical conductivity • dissolved oxygen • salinity • temperature • turbidity • Secchi disk depth.
Laboratory and/or field test parameters include one or more of:	• total suspended solids • volatile suspended solids • nitrogen (nitrate, organic, ammonia and Kjeldahl) • phosphorus (total and soluble reactive) • chlorophyll and phaeophytin • total organic carbon (TOC) • biological oxygen demand (BOD) • chemical oxygen demand (COD) • silica • metals (total and dissolved) • organic and inorganic pollutants • microorganisms.
Workplace procedures for field activities include one or more of:	• use of field notebooks or log books • SOPs covering fieldwork, sampling and testing • equipment operating manuals, calibration procedures, instrument fault-finding procedures and general maintenance and repair procedures • emergency, first aid and survival procedures • requirements related to protection of the environment • incident/accident/injury report forms.
Equipment includes one or more of:	• navigation and communication equipment (e.g. compass, maps, global positioning system (GPS), two-way radio and mobile phone) • survey equipment

© Commonwealth of Australia, 2025 Skills Insight

	• data loggers • sampling equipment and containers, filters and sieves and animal cages • parameter specific meter or multi-probes (e.g. dissolved oxygen, electrical conductivity, pH, turbidity, nitrates, phosphates and temperature) • field test kits to determine such parameters as dissolved gases, chemical anions and cations, heavy metals, E. coli and BOD • portable colorimeters and field microscopes • soil monitoring kits • first aid equipment.
Hazards include one or more of:	• solar radiation, dust and noise • personnel getting lost • accidents, emergencies and incidents, such as snake, insect or animal bites • exposure to severe weather conditions • manual handling of heavy objects • vehicle and boat handling in rough/remote conditions.
WHS and environmental management requirements include:	• compliance with relevant federal/state/territory WHS legislation at all times • assuming that samples are potentially hazardous and applying standard precautions • accessing and applying current industry understanding of infection control issued by the National Health and Medical Research Council (NHMRC) and state/territory Departments of Health, where relevant.

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSS024006A Perform sampling and testing of water

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSS024006 Perform sampling and testing of water

Modification History

Release 1. Supersedes and is equivalent to MSS024006A Perform sampling and testing of water

Performance Evidence

Evidence of competence in this unit must satisfy all of the requirements of the elements and performance criteria, and include demonstration of:

- sampling natural, polluted and/or process water for both chemical and microbiological parameters and conducting field-testing of samples on at least two (2) occasions
- accurately interpreting a sampling plan, relevant standards and codes and associated sampling, testing and data quality procedures
- selecting and checking all required field equipment, instruments and materials and safely transporting them to and from site
- safely setting-up and using field instruments and/or equipment, including field calibration
- obtaining reliable, representative water samples in accordance with sampling plan and close attention to any pre-treatment, containers, preservation, storage, labelling and traceability requirements
- obtaining and recording valid and reliable field test data in accordance with test methods
- accurately recording site features, environmental conditions and any observations that may impact on reliability of field data
- identifying atypical results as out-of-normal range or an artefact
- identifying and rectifying basic instrument faults
- calculating results using appropriate units and precision
- checking the acceptability of environmental data using specified quality tests or procedures
- completing field records, presenting and reporting results in accordance with workplace procedures
- seeking advice when issues/problems are beyond scope of competence/responsibility
- transporting, cleaning, maintaining and storing field equipment in accordance with workplace procedures
- following procedures for working safely and minimising environmental impacts/waste.

Knowledge Evidence

Must provide evidence that demonstrates knowledge of:

- scientific terminology used in job role covering water chemistry, biology and microbiology
- hydrologic cycle

© Commonwealth of Australia, 2025 Skills Insight

- fundamentals of aquatic chemistry, including:
  - physical and chemical properties of water
  - chemical equilibria in natural, polluted and process waters
  - biogeochemical processes in freshwater and marine systems
  - water analytical environmental chemistry
  - environmental contaminants in water (fate, transport and bioaccumulation)
- fundamentals of hydrobiology, including:
  - aquatic and benthic flora and fauna
  - aquatic microorganisms
  - marine, estuarine and freshwater ecosystems
  - stratification and eutrophication in water bodies
  - aquatic microbiology
- principles of representative sampling
- principles and procedures for random, systematic and stratified sampling, including consistency of sampling procedures
- preservation of the integrity of samples
- maintaining identification of samples relative to their source
- workplace and/or legal traceability requirements
- cost-effectiveness of sampling
- common characteristics of water to be sampled and likely contaminants
- links between quality control, quality assurance, quality management systems and sampling procedures
- workplace procedures dealing with legislative requirements for the handling, labelling and transport of hazardous goods
- relevant hazards; health and safety and site environmental management requirements; importance of personal and environmental safe work procedures particularly at high risk sites.

Assessment Conditions

- Judgement of competence must be based on holistic assessment of the evidence. Assessment methods must confirm consistency of performance over time, rather than a single assessment event.
- This unit of competency is to be assessed in the workplace, or a simulated workplace environment. A simulated workplace environment must reflect realistic operational workplace conditions that cover all aspects of workplace performance, including the environment, task skills, task management skills, contingency management skills and job role environment skills.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

© Commonwealth of Australia, 2025 Skills Insight

- Knowledge evidence may be collected concurrently with performance evidence or through an independent process such as workbooks, written assessments or interviews (provided a record is kept in each case).
- Holistic assessment methods include:
  - inspection of water samples collected by the candidate against given sampling requirements
  - review of water sampling and testing records completed by the candidate for accuracy and completeness
  - feedback from supervisors that the candidate can safely sample and test natural, polluted and/or process water for both chemical and microbiological parameters and provide reliable test results within the agreed timeframe
  - oral and/or written questions to check the candidate's knowledge of water sampling and testing procedures, set-up and use of equipment; normal ranges; troubleshooting of common sampling and testing problems.
- Access is required to all instruments, equipment, materials, workplace documentation, procedures, and specifications associated with this unit including, but not limited to:
  - vehicles, survey/test equipment, water sampling and monitoring equipment, camera, consumables
  - documentation, including work program, maps and field protocols, codes of practice, user manuals, workplace safety procedures and sampling/test/survey methods.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competency and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with an organisation providing environmental monitoring, management or technology related services about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998

© Commonwealth of Australia, 2025 Skills Insight

MSS403011 Facilitate implementation of competitive systems and practices

Modification History

Release 1. Supersedes and is equivalent to MSS403011A Facilitate implementation of competitive systems and practices

Application

This unit of competency covers the skills and knowledge required by individuals who facilitate, lead or mentor others in competitive systems and practices implementation in a work area.

This unit applies to people responsible for facilitating others in implementing competitive systems and practices in their work. It may apply to formally designated team leaders or people given special roles in the implementation process that go beyond their own work and which involve guiding, facilitating or mentoring others. The unit applies to competitive systems and practices implementation activities at the work area or section level.

The unit requires an individual to integrate a range of competitive systems and practices knowledge and skills as part of their role. The unit covers assisting others to understand and apply a holistic view of their job and their role within an organisation, including the objectives that must be met as part of competitive systems and practices used by the organisation.

This unit requires the application of skills associated with communication, teamwork, problem solving, initiative and enterprise, planning and organising, and self-management. This unit has a strong emphasis on planning and implementation, and also requires an ability to learn from experience and feed new information back into strategies to improve own performance and that of others.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

© Commonwealth of Australia, 2025 Skills Insight

Competency Field

Competitive systems and practices

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Facilitate the development of process and competitive systems and practices knowledge**	1.1	Ensure necessary technical documentation and information about the process and competitive systems and practices is available.
		1.2	Assist and mentor others in accessing information.
		1.3	Identify work activities which may inhibit the ongoing development of competitive systems and practices skills and knowledge of others.
		1.4	Arrange for the provision of workforce development and training for self and others, as appropriate.
		1.5	Encourage others to apply technical knowledge to the improvement process.
2	**Facilitate commitment to efficiency improvements**	2.1	Ensure budgets, operating procedures and other related documentation is available.
		2.2	Assist others to apply this information to their work responsibilities.
		2.3	Encourage the identification of waste.
		2.4	Encourage an environment where efficiency improvements are recommended by fellow employees.
3	**Encourage a competitive systems and**	3.1	Encourage and, where necessary, develop communications between specialists and work group members.

© Commonwealth of Australia, 2025 Skills Insight

	practices approach to work	3.2	Lead development of strategies to monitor and deal with identified waste issues.
		3.3	Resource and encourage other employees to identify and take action on potential problems.
		3.4	Arrange for workforce development and training for self and others, as required, in relevant competitive systems and practice procedures and techniques.
		3.5	Guide others in relating identified problems to the maintenance strategy, and developing any required changes, to ensure awareness, learning and commitment.
4	**Implement process and organisation improvements**	4.1	Plan the implementation of work group suggestions and externally suggested improvements.
		4.2	Facilitate commitment to, and involvement in, the implementation planning of improvements and to follow improvements to their conclusion.
		4.3	Encourage the application of the 'plan, do, measure, improve, control' approach to the job.
		4.4	Arrange for workforce development and training, as required, to facilitate continued involvement by others in improvement processes.
		4.5	Involve work group and other key personnel in identification of skill needs and means of skills acquisition to fill any identified gaps.

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect

© Commonwealth of Australia, 2025 Skills Insight

performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Competitive systems and practices include one or more of:	• lean operations • agile operations • preventative and predictive maintenance approaches • statistical process control systems, including six sigma and three sigma • Just in Time (JIT), kanban and other pull-related operations control systems • supply, value, and demand chain monitoring and analysis • 5S • continuous improvement (kaizen) • breakthrough improvement (kaizen blitz) • cause/effect diagrams • overall equipment effectiveness (OEE) • takt time • process mapping • problem solving • run charts • standard procedures • current reality tree.
Budgets include one or more of:	• financial • time • materials/products • other business plans which are relevant to the team and the work area.
Categories of waste include one or more of:	• excess production and early production • delays • movement and transport • poor process design • inventory • inefficient performance of a process • making defective items • activities which do not yield any benefit to the organisation or any benefit to the organisations customers.
Key reliability issues	• cleanliness

© Commonwealth of Australia, 2025 Skills Insight

include one or more of:	• poor lubrication • incorrect adjustment • poor training and instructions for employees.

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSS403011A Facilitate implementation of competitive systems and practices

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSS403011 Facilitate implementation of competitive systems and practices

Modification History

Release 1. Supersedes and is equivalent to MSS403011A Facilitate implementation of competitive systems and practices

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include the ability, for three (3) or more organisation improvements which include the facilitation of competitive systems and practices, to:

- identify processes and products of the organisation and work area
- analyse future skill development needs of work group
- mentor effectively in a one-on-one situation
- facilitate communication between work group and external competitive systems and practices specialists and managers
- lead work group in identifying efficiency improvements and elimination of waste.

Knowledge Evidence

Must provide evidence that demonstrates knowledge relevant to their job role sufficient to fulfil their job role independently, including:

- information technology systems used in the organisation
- features of competitive operational practices in own work area
- monitoring and data gathering systems in work area (e.g. SCADA, ERP and MRP)
- methods of gathering data against key performance indicators (KPIs)
- facilitation techniques to encourage work group development and improvement.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence shall be based on a holistic assessment of the evidence.
- The collection of performance evidence:
  - should occur over a range of situations which include typical disruptions to normal, smooth operation of the workplace
  - will typically include a supervisor/third-party report focussing on consistent performance and problem recognition and solving. A supervisor/third-party report must be prepared by someone who has a direct, relevant, current relationship with the person being assessed and who is in a position to form a judgement on workplace performance relevant to the unit of competency

© Commonwealth of Australia, 2025 Skills Insight

  - must include facilitation of competitive systems and practices implementation in own workplace
  - will typically include the use of appropriate tools, equipment and safety gear requiring demonstration of preparation, operation, completion and responding to problems.
- Assessment should occur in operational workplace situations.
- Knowledge evidence may be collected concurrently with performance evidence (provided a record is kept) or through an independent process such as workbooks, written assessments or interviews (provided a record is kept).
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competency and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with an organisation providing relevant environmental monitoring, management or technology services about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998

© Commonwealth of Australia, 2025 Skills Insight

MSS403013 Lead team culture improvement

Modification History

Release 1. Supersedes and is equivalent to MSS403013A Lead team culture improvement

Application

This unit of competency covers the skills and knowledge required by a team leader or other person responsible for developing a culture within a team appropriate for supporting competitive systems and practices.

This unit applies where an organisation has embarked on competitive systems and practices and a team leader or other responsible person is required to change or improve the team culture to maximise the benefits from competitive systems and practices.

This unit requires the application of skills associated with communication, teamwork, problem solving, initiative and enterprise, planning and organising, and self-management in order to provide leadership in a changing team environment. This unit has a strong emphasis on planning and change management, but also requires an ability to learn from experience and feed new information back into strategies to improve performance.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Competitive systems and practices

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

1	**Facilitate the team's understanding of the competitive systems and practices strategy**	1.1	Communicate with all team members the objectives and benefits of the competitive systems and practices strategy.
		1.2	Review with team members the techniques and methods that will be used in achieving the competitive systems and practices strategy.
		1.3	Using a systems approach, help team members understand how the team fits into the organisation.
		1.4	Establish appropriate communication and teamwork within the team and with other teams.
		1.5	Develop a work structure with the team that allows for everyone to participate in the application of the competitive systems and practices strategy.
2	**Facilitate application of knowledge about the importance of controlling variation in competitive systems and practices**	2.1	Develop the application of a statistical approach by all team members to all relevant facets of the system with a view to reducing variation.
		2.2	Encourage the approach of building quality and ensuring team members assist each other in meeting requirements.
3	**Facilitate the development of skills and knowledge within the team**	3.1	Encourage appropriate training for all team members.
		3.2	Involve team members in identification of skill needs and skill gaps, and in development of a strategy for training, skills acquisition and self-improvement so as to ensure awareness, learning and commitment.
4	**Facilitate the development of commitment within the team to the competitive systems and practices strategy**	4.1	Ensure that the team has sufficient resources and adequate equipment available to meet the requirements of the competitive systems and practices strategy.
		4.2	Encourage the adoption of continuous improvement.
		4.3	Encourage employee acceptance of responsibility for the quality of own work.

© Commonwealth of Australia, 2025 Skills Insight

4.4	Provide continuous feedback and communication of progress at all levels in implementing the strategy.
4.5	Involve team members in relating identified problems and opportunities for improvement to the competitive systems and practices strategy, and involve them in developing any required changes, to ensure awareness, learning and commitment.
4.6	Establish and monitor indicators of team culture.

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Competitive systems and practices include one or more of:

- lean operations
- agile operations
- preventative and predictive maintenance approaches
- statistical process control systems, including six sigma and three sigma
- Just in Time (JIT), kanban and other pull-related operations control systems
- supply, value, and demand chain monitoring and analysis
- 5S
- continuous improvement (kaizen)
- breakthrough improvement (kaizen blitz)
- cause/effect diagrams
- overall equipment effectiveness (OEE)
- takt time
- process mapping
- problem solving

© Commonwealth of Australia, 2025 Skills Insight

	• run charts • standard procedures • current reality tree.
Systems approach includes consideration of the role and requirements of one or more of:	• customers • suppliers • employees • other value stream members • members of the public and community groups • other external individual, group or organisation • technical processes and equipment • statutory and regulatory requirements, including work health and safety (WHS) and environment legislation and regulations • quality standards.
Team culture can be monitored by one or more of:	• surveys • evaluation of toolbox or other regular meetings • direct discussion with team members • monitoring of other indicators (e.g. error rates and absenteeism) • analysis of root cause related to status of team culture.

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSS403013A Lead team culture improvement

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSS403013 Lead team culture improvement

Modification History

Release 1. Supersedes and is equivalent to MSS403013A Lead team culture improvement

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include the ability, for one (1) or more team culture changes, to:

- identify the competitive systems and practices used by the team
- identify changes to the work of the team flowing from the implementation of the relevant competitive systems and practices
- facilitate and monitor changes designed to improve team culture
- communicate effectively with team members providing relevant feedback.

Knowledge Evidence

Must provide evidence that demonstrates knowledge relevant to their job role sufficient to fulfil their job role independently, including:

- features of competitive operational practices in the team's work area
- principles of change management
- facilitation techniques to encourage team development and improvement.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence shall be based on a holistic assessment of the evidence.
- The collection of performance evidence is best done from a report and/or folio of evidence drawn from:
  - a single project which provides sufficient evidence of the requirements of all the elements and performance criteria
  - multiple smaller projects which together provide sufficient evidence of the requirements of all the elements and performance criteria.
- A third-party report, or similar, may be needed to testify to the work done by the individual, particularly when the project has been done as part of a project team.
- Assessment should use a real project in an operational workplace.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process such as workbooks, written assessments or interviews (provided a record is kept).

© Commonwealth of Australia, 2025 Skills Insight

- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competency and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with an organisation providing relevant environmental monitoring, management or technology services about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998

© Commonwealth of Australia, 2025 Skills Insight

MSS403032 Analyse manual handling processes

Modification History

Release 1. Supersedes and is equivalent to MSS403032A Analyse manual handling processes

Application

This unit of competency covers the skills and knowledge required to analyse manual handling in terms of its efficiency and safety.

This unit applies to an individual who is required to examine the manual handling component of a job and improve it in terms of safety, effort required and efficiency. This may be conducted for a job performed by others or it may be for the person's own job.

This unit primarily requires the application of skills associated with problem solving, initiative and enterprise to identify safe and efficient manual handling, and planning and organising to ensure processes are implemented. This unit also requires communication with, and involvement of, others to ensure they understand the approach and to facilitate training.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Competitive systems and practices

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Assess manual**	1.1	Identify manual handling hazards in work area.

© Commonwealth of Australia, 2025 Skills Insight

	handling risks	1.2	Assess risks arising from manual handling hazards.
2	**Analyse physical effort requirements of job**	2.1	Determine basic manual handling requirements of job.
		2.2	Analyse requirements in terms of components, such as lift, move, place and hold.
		2.3	Analyse items to be handled in terms such as weight, size, shape or other hazards.
3	**Determine time/effort components of physical effort**	3.1	Break required movement pattern down into movement components.
		3.2	Determine time and effort requirements for movements.
		3.3	Develop alternative movement patterns.
		3.4	Determine time and effort requirements for alternative movements.
		3.5	Determine handling aids required to assist movement.
		3.6	Determine preferred movement pattern.
4	**Analyse the ergonomics of physical effort**	4.1	Analyse the ergonomics of the preferred movement pattern.
		4.2	Develop substitute movements for any movement which is not ergonomically sound.
		4.3	Determine handling aids required to improve ergonomics of required movements.
5	**Optimise application of physical effort**	5.1	Select movement patterns which are ergonomically sound and time and effort efficient.
		5.2	Ensure all relevant people are trained to use these methods.
		5.3	Ensure procedures and practices reflect the optimum methods.

© Commonwealth of Australia, 2025 Skills Insight

5.4 Communicate with team members and involve them in development of alternatives to ensure awareness and facilitate learning.

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Competitive systems and practices include one or more of:	• lean operations • agile operations • preventative and predictive maintenance approaches • statistical process control systems, including six sigma and three sigma • Just in Time (JIT), kanban and other pull-related operations control systems • supply, value, and demand chain monitoring and analysis • 5S • continuous improvement (kaizen) • breakthrough improvement (kaizen blitz) • cause/effect diagrams • overall equipment effectiveness (OEE) • takt time • process mapping • problem solving • run charts • standard procedures • current reality tree.
Procedures (written,	• work instructions

© Commonwealth of Australia, 2025 Skills Insight

verbal, visual, computer based, etc.) include one or more of:	• standard operating procedures (SOPs) • safe work method statements • formulas/recipes • batch sheets • temporary instructions • any similar instructions provided for the smooth running of the plant.
Manual handling hazards include one or more of	• loads that pose a risk of injury • ergonomically unsound movements • hazard requirements as defined by relevant work health and safety (WHS) Acts and regulations, industry standards and best practice.
Ergonomically unsound movements include one or more of	• awkward and repetitive movements • carrying, pushing, pulling or lifting of heavy loads • carrying or movement of hard, sharp, slippery or other difficult to grasp loads.
Ergonomically sound movements include one or more of	• keeping loads close to the body and near the person's centre of gravity • using diagonal foot positions for lifting • moving loads at waist height rather than directly from the floor.

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSS403032A Analyse manual handling processes

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSS403032 Analyse manual handling processes

Modification History

Release 1. Supersedes and is equivalent to MSS403032A Analyse manual handling processes

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include the ability, for at least (1) one job/process, to:

- analyse manual handling requirements and risks
- distinguish between ergonomically sound and unsound movement
- analyse manual handling movements and risks for an individual
- relate manual handling requirements to job efficiency.

Knowledge Evidence

- Must provide evidence that demonstrates knowledge relevant to their job role sufficient to fulfil their job role independently, including:
- principles of ergonomics/safe movement
- principles of work analysis
- relevant work health and safety (WHS) Acts and regulations as they apply to manual handling
- principles of job and work method design as applied to efficient and safe movement
- aids that can assist with or substitute for manual handling.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence shall be based on a holistic assessment of the evidence.
- The collection of performance evidence:
  - should occur over a range of situations which include typical disruptions to normal, smooth operation of the workplace
  - will typically include a supervisor/third-party report focussing on consistent performance and problem recognition and solving. A supervisor/third-party report must be prepared by someone who has a direct, relevant, current relationship with the person being assessed and who is in a position to form a judgement on workplace performance relevant to the unit of competency
  - must include analysing manual handling processes in own workplace

© Commonwealth of Australia, 2025 Skills Insight

  - will typically include the use of appropriate manual handling guides, tools, equipment and safety gear requiring demonstration of preparation, operation, completion and responding to problems.
- Assessment should occur in operational workplace situations.
- Knowledge evidence may be collected concurrently with performance evidence (provided a record is kept) or through an independent process such as workbooks, written assessments or interviews (provided a record is kept).
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competency and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with an organisation providing relevant environmental monitoring, management or technology services about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998

© Commonwealth of Australia, 2025 Skills Insight

MSS407001 Prepare for and implement change

Modification History

Release 1. Supersedes and is equivalent to MSS407001A Prepare for and implement change

Application

This unit of competency covers the skills and knowledge required to establish the preconditions for the implementation of a change, such as a 'step change' or a change resulting from a problem-solving exercise, such as a kaizen blitz. The unit can be applied to subsections of an organisation, such as a team, area or department, or a small or medium sized enterprise (SME).

This unit is intended for team leaders and people with a similar sphere of influence/scope of authority and responsibility. It applies to individuals who are already familiar with change leadership in a competitive systems and practices environment through either previous study or industry experience.

Skills covered by this unit are applied in an organisation after a desired change has already been identified. This unit may also be applied in service organisations applying competitive systems and practices principles.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Competitive systems and practices

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

essential outcomes.		demonstrate achievement of the element.	
1	**Define the change**	1.1	Determine the purpose of the change.
		1.2	Identify key change project personnel.
		1.3	Record the current state that the change is addressing.
		1.4	Develop a consensus view of the intended future state, including indicators of a successful change.
		1.5	Develop an agreed statement of the solution.
		1.6	Identify the health, safety and environment (HSE) impacts of the change.
		1.7	Determine the scope of the change project, including taking into account the impact of the solution on any codes of practice, standards, contracts and commercial or industrial agreements.
		1.8	Obtain sign-off from key change project personnel.
2	**Identify personnel required to implement the change and their roles**	2.1	Develop a high level change network map.
		2.2	Identify employees, suppliers or customers who may be required to implement the change.
		2.3	Identify other demands on these people during the change.
		2.4	Investigate priorities, synergies and conflicts.
		2.5	Take action to resolve conflicts.
3	**Assess and manage the change-related risks**	3.1	Identify organisational capacity for the change, including available resources and ability to absorb any disruption during the change.
		3.2	Clarify specific risk dimensions for this change.
		3.3	Develop appropriate transition approach.
4	**Build high level**	4.1	Develop high level involvement plan.

© Commonwealth of Australia, 2025 Skills Insight

	change plans	4.2	Develop high level communication plan to all stakeholders.
		4.3	Develop high level competency development plan for all implementers.
		4.4	Develop high level alignment plan.
5	**Implement and sustain the change**	5.1	Implement change plans.
		5.2	Check change objectives have been met.
		5.3	Transfer ownership of post-change operations from change agents, where relevant.
		5.4	Ensure support structures are in place.
		5.5	Check alignments have been obtained.
		5.6	Check competencies have been developed and will be maintained.
		5.7	Ensure base line is defined for continuous improvement.
		5.8	Review project and capture learning from the project.
		5.9	Take action to sustain improvement by standardising.

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

© Commonwealth of Australia, 2025 Skills Insight

Competitive systems and practices include one or more of:	• lean operations • agile operations • preventative and predictive maintenance approaches • statistical process control systems, including six sigma and three sigma • Just in Time (JIT), kanban and other pull-related operations control systems • supply, value, and demand chain monitoring and analysis • 5S • continuous improvement (kaizen) • breakthrough improvement (kaizen blitz) • cause/effect diagrams • overall equipment effectiveness (OEE) • takt time • process mapping • problem solving • run charts • standard procedures • current reality tree.
High level change network includes one or more of:	• sponsors • cascading change sponsors • targets • agents • advocates • enablers • impeders.
Organisation includes:	• any part of a manufacturing or service organisation • companies, government bodies or other body of people aiming to produce a product to service a customer.
Key change project personnel include one or more of:	• project sponsors • cascading sponsors • relevant managers • change agents.
Risks include one or more of:	• business risks (e.g. over-spending) • market risk (e.g. loss of market share) • HSE risks

© Commonwealth of Australia, 2025 Skills Insight

	• relationship risks (e.g. to shareholders, employees, suppliers, customers or the community).
Organisation capacity includes one or more of:	• organisation history of implementing change • capability in change implementation • adaptability of people to change • demand for the change in the part of the organisation.
Specific risk dimensions include one or more of:	• impact of the solution (its potential for disruption to production, quality, delivery and budgets) • readiness of people to accept the change, including readiness to accept changes in role and responsibilities • availability of resources, including financial, plant and equipment, and dedicated personnel.
Transition approach includes one or more of:	• transition style (top down/pilot/process focused/delegated change) • degree of sponsorship to be cascaded • balance of engagement/involvement • internal and/or external resources • use of change to build organisation capacity.
High level involvement plans involve groups within defined constraints which include one or more of:	• objectives for involvement • decision parameters • timing of involvement • problem/opportunity identification • solution design • implementation/transition planning • solution building • solution testing • solution piloting • training design • training delivery • communication roll out • solution roll out.
Alignment plan ensures alignment and sustainability between:	• policies, processes and procedures • incentives and rewards (KPIs and intended outcomes) • consequences and penalties for non-compliance • preventing pre-change behaviours and patterns recurring.

© Commonwealth of Australia, 2025 Skills Insight

Sustaining improvement includes one or more of:	• standard procedures and work instructions • standard practice • other relevant documents and practices.

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSS407001A Prepare for and implement change

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSS407001 Prepare for and implement change

Modification History

Release 1. Supersedes and is equivalent to MSS407001A Prepare for and implement change

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include the ability, for one (1) or more teams/areas/departments, to:

- prepare for and deliver change
- communicate with all stakeholders
- develop consensus among stakeholders
- undertake risk analysis of proposed changes
- develop and implement change management plans that have objectives, measurable KPIs and tested solutions to anticipated contingencies.

Knowledge Evidence

Must provide evidence that demonstrates sufficient knowledge to interact with relevant personnel and be able to prepare for and implement change, including knowledge of:

- competitive systems and practices principles
- change management
- workplace strategy and vision
- methods of determining competency gaps in team members
- project planning and management.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence shall be based on a holistic assessment of the evidence.
- The collection of performance evidence is best done from a report and/or folio of evidence drawn from:
  - a single project which provides sufficient evidence of the requirements of all the elements and performance criteria
  - multiple smaller projects which together provide sufficient evidence of the requirements of all the elements and performance criteria.
- A third-party report, or similar, may be needed to testify to the work done by the individual, particularly when the project has been done as part of a project team.
- Assessment should use a real project where a desired change has been identified and is implemented in an operational workplace.

© Commonwealth of Australia, 2025 Skills Insight

- Knowledge evidence may be collected concurrently with performance evidence or through an independent process such as workbooks, written assessments or interviews (provided a record is kept).
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competency and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with an organisation providing relevant environmental monitoring, management or technology services about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998

© Commonwealth of Australia, 2025 Skills Insight

MSS407006 Build relationships between teams in an operations environment

Modification History

Release 1. Supersedes and is equivalent to MSS407006A Build relationships between teams in an operations environment

Application

This unit of competency covers the skills and knowledge required to develop an attitude of respect for individuals in teams and trust between individuals, teams, supervisors and management in order to develop a suitable culture for implementing and sustaining competitive systems and practices initiatives.

This unit is intended for team leaders and people with a similar sphere of influence/scope of authority and responsibility. It builds on more general competitive systems and practices graduate units and specifically addresses inter-team issues. The unit also encompasses intra-team issues where these are a barrier. The unit envisages a specialist facilitation role in assisting with implementing an organisation competitive systems and practices culture.

This unit is also about developing a ‘whole of value stream’ view so that there is not competition between individuals or teams, but rather cooperation to achieve organisation and value stream goals with competition being directed towards other organisations competing in the marketplace.

This unit may also be applied to service organisations applying competitive systems and practices principles.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Competitive systems and practices

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Identify organisational relationships**	1.1	Map actual and intended process flows within and between teams.
		1.2	Map actual and intended communication/information/data flows within and between teams.
		1.3	Identify and map other interactions (actual and intended) within and between teams.
		1.4	Determine the consequences in terms of customer benefit of intended flows/interactions.
		1.5	Determine the consequences in terms of customer benefit of the actual flows/interactions.
2	**Foster cooperation within team**	2.1	Present relationships information to team members.
		2.2	Discuss areas where greater cooperation would yield benefits.
		2.3	Agree on ways to achieve greater cooperation in these areas.
		2.4	Facilitate team implementation of agreed changes.
3	**Foster cooperation between teams**	3.1	Present relationships information to teams/team representatives.
		3.2	Discuss areas where greater cooperation would yield benefits.
		3.3	Agree on ways to achieve greater cooperation in these areas.
		3.4	Obtain any necessary approvals for proposed changes.

© Commonwealth of Australia, 2025 Skills Insight

		3.5	Facilitate implementation by teams of agreed changes.
4	**Identify sources of tension, conflict or competition**	4.1	Examine team and individual key performance indicators (KPIs) for sources of conflict/competition.
		4.2	Examine flows and interactions for possible sources of conflict and competition.
		4.3	Observe interactions between team members and identify tensions, conflicts and competition.
		4.4	Observe interactions between teams and identify tensions, conflicts and competition.
		4.5	Observe response to change and resistance to change.
5	**Reduce causes of tension, conflict or competition**	5.1	Draft modified KPIs to reduce causes of conflict and competition.
		5.2	Draft modified systems causing conflicting flows and interactions.
		5.3	Facilitate discussions within and between teams to identify causes of tensions, conflicts and competition.
		5.4	Facilitate discussions to develop a consensus solution to identified causes of tensions, conflicts and competition.
		5.5	Obtain any required approvals for suggested/drafted changes.
		5.6	Facilitate the implementation of the agreed solutions.
		5.7	Take actions to ensure agreed changes become standard practice.

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

© Commonwealth of Australia, 2025 Skills Insight

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Competitive systems and practices include one or more of:	• lean operations • agile operations • preventative and predictive maintenance approaches • statistical process control systems, including six sigma and three sigma • Just in Time (JIT), kanban and other pull-related operations control systems • supply, value, and demand chain monitoring and analysis • 5S • continuous improvement (kaizen) • breakthrough improvement (kaizen blitz) • cause/effect diagrams • overall equipment effectiveness (OEE) • takt time • process mapping • problem solving • run charts • standard procedures • current reality tree.
Organisational teams include one or more of:	• downstream customer teams (internal or external) • upstream supplier teams (Internal or external) • support teams (e.g. maintenance and information technology (IT)).
Cooperation within teams includes one or more of:	• assistance with problem solving • dealing with disruptions to flow • dealing with variations of flow level/volume • dealing with variations in quality/quantity/timeliness.
KPIs include one or	• reward systems • systems (formal and informal) which encourage some types of

© Commonwealth of Australia, 2025 Skills Insight

more of: behaviour over others.

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSS407006A Build relationships between teams in an operations environment

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSS407006 Build relationships between teams in an operations environment

Modification History

Release 1. Supersedes and is equivalent to MSS407006A Build relationships between teams in an operations environment

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include the ability, for one (1) or more teams, to:

- critically examine relationships within and between downstream, upstream and support teams and to take action to improve them
- identify relationships/relationship maps
- identify sources of conflict/tension
- consensus development of improvement plans, including setting of KPIs
- implement improvement plans and rechecking subsequent relationships

Knowledge Evidence

Must provide evidence that demonstrates sufficient knowledge to interact with relevant personnel and be able to facilitate healthy relationships within and between teams, including knowledge of:

- competitive systems and practices principles, strategies and techniques
- organisational goals, products and processes
- types of KPIs, their applications and limits
- approval processes within organisation
- communication methods across a variety of media and formats, including preparation of formal proposals and negotiations
- continuous improvement
- process mapping, communication and people interaction mapping
- customer perception of value.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence shall be based on a holistic assessment of the evidence.
- The collection of performance evidence is best done from a report and/or folio of evidence drawn from:
  - a single project which provides sufficient evidence of the requirements of all the elements and performance criteria

© Commonwealth of Australia, 2025 Skills Insight

  - multiple smaller projects which together provide sufficient evidence of the requirements of all the elements and performance criteria.
- A third-party report, or similar, may be needed to testify to the work done by the individual, particularly when the project has been done as part of a project team.
- Assessment should use a real project where both intra-team and inter-team issues are identified and addressed where they constitute a barrier in an operational workplace.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process such as workbooks, written assessments or interviews (provided a record is kept).
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competency and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with an organisation providing relevant environmental monitoring, management or technology services about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998

© Commonwealth of Australia, 2025 Skills Insight

MSS408003 Develop models of future state operations practice

Modification History

Release 1. Supersedes and is equivalent to MSS408003A Develop models of future state operations practice

Application

This unit of competency covers the skills and knowledge required to establish processes for identifying future state models of best practice for operations that are then used as the template for both strategic decision making and goal setting. It may be applied to whole organisations or significant sections of the value stream.

This unit applies in an environment where operations practices are standardised and there is a culture that accepts sustaining improvements and building on them. It is intended for managers and people with a similar sphere of influence.

This unit applies to individuals who are familiar with competitive systems and practices, value stream mapping and culture improvement.

This unit may also be applied to non-production areas and service organisations applying competitive systems and practices principles.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Competitive systems and practices

Unit Sector

Not applicable

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Develop a shared future state model**	1.1	Establish an appropriate representative team.
		1.2	Analyse a value stream map of an appropriate section of the value stream.
		1.3	Determine the current state of practice across the value stream.
		1.4	Identify overall organisation strategy, direction and competitive systems and practices philosophy.
		1.5	Validate view with process/system owner.
2	**Develop and review a collaborative best practice model**	2.1	Develop a future state model of practice.
		2.2	Review model with process/system owners and other stakeholders across the value stream as appropriate.
		2.3	Modify model to deliver better results for the customer and reduce muda.
		2.4	Develop implementation plan in consultation with stakeholders.
3	**Provide the resources necessary to move to the future state**	3.1	Identify changes required to infrastructure.
		3.2	Determine benefit/cost for required changes.
		3.3	Prioritise required changes.
		3.4	Obtain required authorisations.
		3.5	Facilitate the provision of resources needed to implement plan.
4	**Review future state model**	4.1	Manage the implementation of improvements.
		4.2	Identify measures of progress towards agreed future state.

© Commonwealth of Australia, 2025 Skills Insight

4.3 Review progress towards future state.

4.4 Agree methods of improving areas which could progress better.

4.5 Agree on methods for evaluating future state.

4.6 Validate measures and methods with relevant managers.

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Competitive systems and practices include one or more of:

- lean operations
- agile operations
- preventative and predictive maintenance approaches
- statistical process control systems, including six sigma and three sigma
- Just in Time (JIT), kanban and other pull-related operations control systems
- supply, value, and demand chain monitoring and analysis
- 5S
- continuous improvement (kaizen)
- breakthrough improvement (kaizen blitz)
- cause/effect diagrams
- overall equipment effectiveness (OEE)
- takt time
- process mapping
- problem solving
- run charts
- standard procedures

© Commonwealth of Australia, 2025 Skills Insight

	• current reality tree.
Organisation includes one or more of:	• any part of a manufacturing or service organisation • companies, government bodies or other body of people aiming to produce a product to service a customer.
Representative team includes members from one or more of:	• the value stream representing key parts of that chain • inside the organisation • outside the organisation.
Infrastructure includes consideration of all of:	• policies and procedures • plant and equipment • materials, energy, utilities and other consumables • workforce arrangements, including employee numbers, organisation structure, competencies and competency mix.
The purpose(s) of the future state model of practice includes consideration of all of:	• the required organisation strategy and philosophy • the direction of improvements and actions • forecasts of key indicators.
Measures of progress include one or more of:	• metrics and other indicators defined and agreed before the commencement of implementation • metrics which provide feedback on the progress towards the future state.
Manager includes one or more of:	• a person who has a formal, permanent position • a person with an ad hoc role in facilitating the function of multiple teams in a workplace, departments or entire organisations.

Unit Mapping Information

Release 1. Supersedes and is equivalent to MSS408003A Develop models of future state operations practice

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSS408003 Develop models of future state operations practice

Modification History

Release 1. Supersedes and is equivalent to MSS408003A Develop models of future state operations practice

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria and include the ability to develop one (1) or more models of future state operations practice and to:

- develop a shared future state model
- develop a collaborative best practice model
- facilitate the provision of resources allowing for the implementation of the improvement
- review progress towards the future state.

Knowledge Evidence

Must provide evidence that demonstrates sufficient knowledge to interact with relevant personnel and be able to develop models of future state operations practice, including knowledge of:

- key indications of current position or progress towards the future state, such as output quantities and qualities, variability in quality and quantity, uptime, investment hurdle rates and actual rates of return, sustainability indicators, reliability indicators, other key performance indicators (KPIs) appropriate to the organisation and its technology and processes
- value stream mapping and analysis
- types of muda (waste), causes and costs
- competitive systems and practices tools relevant to the organisation and process
- techniques for creating and evaluating future state models.

Assessment Conditions

- The unit should be assessed holistically and the judgement of competence shall be based on a holistic assessment of the evidence.
- The collection of performance evidence is best done from a report and/or folio of evidence drawn from:
  - a single project which provides sufficient evidence of the requirements of all the elements and performance criteria
  - multiple smaller projects which together provide sufficient evidence of the requirements of all the elements and performance criteria.

© Commonwealth of Australia, 2025 Skills Insight

- A third-party report, or similar, may be needed to testify to the work done by the individual, particularly when the project has been done as part of a project team.
- Assessment should use a real activity developing models of future state operations practice for an operational workplace.
- Knowledge evidence may be collected concurrently with performance evidence or through an independent process such as workbooks, written assessments or interviews (provided a record is kept).
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- Foundation skills are integral to competent performance of the unit and should not be assessed separately.
- Assessors must satisfy the assessor competency requirements that are in place at the time of the assessment as set by the VET regulator.
- The assessor must demonstrate both technical competency and currency.
- Technical competence can be demonstrated through:
  - relevant VET or other qualification/Statement of Attainment AND/OR
  - relevant workplace experience
- Currency can be demonstrated through:
  - performing the competency being assessed as part of current employment OR
  - having consulted with an organisation providing relevant environmental monitoring, management or technology services about performing the competency being assessed within the last twelve months.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5b04f318-804f-4dc0-9463-c3fb9a3fe998

© Commonwealth of Australia, 2025 Skills Insight

MSTGN3007 Monitor and operate trade waste

Modification History

Release 1. Supersedes and is equivalent to LMTGN3007B Monitor and operate trade waste

Application

This unit of competency covers the skills and knowledge required to monitor, operate, measure and report on trade waste system performance and process quality control.

This unit of competency applies to processing plant operations and inspection of work areas, monitoring, operating, measuring and reporting on trade waste systems.

Work may be conducted in restricted spaces or exposed conditions or controlled or open environments.

This unit of competency is applicable to all sectors of the textiles, clothing and footwear (TCF) industry.

Work may be conducted in small to large scale enterprises and may involve individual and team activities. Work is performed within defined procedures under direct supervision.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Generic

Unit Sector

Not applicable

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

Elements describe the essential outcomes.		Performance criteria describe the performance needed to demonstrate achievement of the element.	
1	**Determine job requirements**	1.1	Follow standard operating procedures (SOPs)
		1.2	Comply with work health and safety (WHS) requirements at all times
		1.3	Use appropriate personal protective equipment (PPE) in accordance with SOPs
		1.4	Identify job requirements from specifications, drawings, job sheets or work instructions
2	**Monitor treatment plant performance**	2.1	Conduct and assess routine plant inspections in accordance with organisational and plant requirements
		2.2	Collect and conduct tests of process samples
		2.3	Collect and report process data according to organisational and plant requirements and workplace procedures
		2.4	Identify corrosion damage
3	**Control chemical use**	3.1	Use, handle and store chemicals in accordance with organisational and statutory requirements
		3.2	Prepare chemical dosing in accordance with plant processes and organisational and statutory requirements
		3.3	Maintain information related to chemical supply and usage in accordance with statutory requirements
		3.4	Interact and communicate with other employees and relevant authorities
4	**Operate and control processes**	4.1	Monitor processes to maintain parameters of operation
		4.2	Identify and report process faults and operational conditions of plant in accordance with organisational and statutory requirements

© Commonwealth of Australia, 2025 Skills Insight

4.3	Assess basic system adjustments to enhance system performance in accordance with organisational and statutory requirements
4.4	Compile reports compiled from plant and system data to meet organisational and statutory requirements

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Workplace procedures include one or more of the following:	• requirements prescribed by legislation, awards, agreements and conditions of employment • SOPs • work instructions • oral, written and visual communication • quality practices, including responsibility for maintenance of own work quality and contribution to quality improvement of team or section output • housekeeping • tasks related to environmental protection, waste disposal, pollution control and recycling • WHS practices
Australian Standards include:	• the relevant industry or Australian Standards that are current at the time this unit is being undertaken
Process includes, but is not limited to, one or more of the following:	• chemical precipitation • activated sludge • biodegradable reduction • solids handling

© Commonwealth of Australia, 2025 Skills Insight

Data includes, but is not limited to, one or more of the following:	• plant performance data • chemical usage
Tests include, but are not limited to, one or more of the following:	• settling tests • pH • dissolved oxygen
System adjustments include, but are not limited to, one or more of the following:	• pH correction • dissolved oxygen levels
Equipment includes, but is not limited to, one or more of the following:	• electronic monitoring and metering systems • manual chart recording systems • laboratory testing and sampling equipment • computerised equipment

Unit Mapping Information

Release 1. Supersedes and is equivalent to LMTGN3007B Monitor and operate trade waste

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a203ec5c-de7d-406b-b3e1-8f1a9b76e92e

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for MSTGN3007 Monitor and operate trade waste

Modification History

Release 1. Supersedes and is equivalent to LMTGN3007B Monitor and operate trade waste

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria, and include:

- reading and following work instructions, standard operating procedures (SOPs), safe work practices
- applying relevant standards
- conducting routine plant inspections, assessing processes, and collecting and conducting tests of process samples, in accordance with organisational and plant requirements
- complying with organisational and statutory requirements to use, handle and store chemicals, prepare and apply chemical and biological dosing
- maintaining accurate records of test results/work records
- communicating effectively within the workplace and maintaining information related to chemical supply and usage
- interpreting and applying established procedures
- identifying and reporting process faults and operational conditions of plant in accordance with organisational and statutory requirements
- compiling reports compiled from plant and system data to meet organisational and statutory requirements
- applying workplace procedures.

Knowledge Evidence

Evidence must be provided that demonstrates knowledge of:

- safe work practices and procedures and use of personal protective equipment (PPE)
- relevant Australian Standards
- industry process and equipment
- system hydraulics and layout, control systems
- chemical dosing processes
- hazardous material handling procedures
- work health and safety (WHS) and environmental aspects of relevant testing processes
- workplace procedures and reporting processes
- quality practices
- workplace procedures
- recording and reporting practices.

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

- Assessors must:
  - satisfy the assessor competency requirements that are in place at the time of the assessment, as set by the VET regulator
  - have vocational competency in monitoring and operating trade waste, at least to the level being assessed, with relevant industry knowledge and experience.
- Assessment should occur in operational workplace situations. Where this is not possible, or where personal safety or environmental damage are limiting factors, assessment must occur in a sufficiently rigorous simulated environment reflecting realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.
- The unit is applicable to all TCF sectors and assessment must ensure it is delivered to suit the industry it is being applied to.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a203ec5c-de7d-406b-b3e1-8f1a9b76e92e

© Commonwealth of Australia, 2025 Skills Insight

NWP208A Perform basic wastewater tests

Modification History

NWP208A Release 2: Layout adjusted. No changes to content.

NWP208A Release 1: Primary release.

Unit Descriptor

This unit of competency describes the outcomes required to perform basic wastewater tests.

Application of the Unit

This unit supports the attainment of skills and knowledge required for field and operational staff with responsibility for preparing for, conducting and reporting on basic wastewater tests in wastewater treatment and system operations.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit of competency contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the range statement. Assessment of performance is to be consistent with the evidence guide.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Prepare for basic wastewater tests.	1.1 Receive instructions for conducting and recording ***basic wastewater tests*** and confirm with appropriate personnel. 1.2 Confirm ***testing details*** and ***plan testing work*** according to ***legislative and organisational requirements***. 1.3 Select, fit and use personal protective equipment specified for routine wastewater tests. 1.4 Prepare and check ***testing equipment*** according to organisational requirements.
2 Conduct basic wastewater tests.	2.1 Locate and identify correct samples for testing and report ***abnormal sample characteristics***. 2.2 Conduct basic wastewater tests according to organisational requirements. 2.3 ***Maintain integrity of samples*** during testing. 2.4 Identify ***atypical data*** and take appropriate action.
3 Finalise work.	3.1 Record relevant ***information*** according to organisational requirements. 3.2 Dispose of samples and clean and store test equipment according to organisational procedures. 3.3 Clear and restore work area according to organisational requirements.

Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit.

Required skills:

- conduct basic wastewater tests
- calibrate testing equipment
- operate testing equipment
- conduct sub-sampling
- dispose of samples and waste
- communicate effectively
- produce reports and logs
- perform relevant work-related calculations
- work effectively as part of a team
- use literacy skills in regard to verbal and written communication in the workplace
- interpret work requirements

© Commonwealth of Australia, 2025 Skills Insight

Required knowledge:

- range and purpose of basic wastewater testing
- procedures for the use of instruments and other field-testing equipment
- test procedures
- relevant work-related calculations
- maintenance and storage of reagents
- sub-sampling and basic wastewater test methods
- documentation procedures for test results
- sample and waste disposal procedures
- relevant legislative and organisational requirements

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The candidate should demonstrate the ability to perform basic wastewater tests by:

- interpreting testing requirements and procedures
- preparing, checking and using equipment correctly
- conducting at least three different tests safely while maintaining the integrity of samples
- recording all relevant information

Context of and specific resources for assessment

Access to the workplace and resources including:

- documentation that should normally be available in a water industry organisation
- relevant codes, standards and government regulations.

Where applicable, physical resources should include equipment modified for people with disabilities.

Access must be provided to appropriate learning and assessment support when required.

Assessment processes and techniques must be culturally appropriate, and appropriate to the language and literacy capacity of the candidate and the work being performed.

Validity and sufficiency of evidence requires that:

- competency will need to be demonstrated over a period of time reflecting the scope of the role and the practical requirements of the workplace
- where the assessment is part of a structured learning

© Commonwealth of Australia, 2025 Skills Insight

experience the evidence collected must relate to a number of performances assessed at different points in time and separated by further learning and practice
- a decision of competence should only be made when the assessor has complete confidence in the person's competence over time and in various contexts
- all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence
- where assessment is for the purpose of recognition (RCC/RPL), the evidence provided will need to be authenticated and show that it represents competency demonstrated over a period of time
- assessment can be through simulated project-based activity and must include evidence relating to each of the elements in this unit

In all cases where practical assessment is used it will be combined with targeted questioning to assess the underpinning knowledge. Questioning will be undertaken in a manner appropriate to the skill levels of the operator and cultural issues that may affect responses to the questions, and will reflect the requirements of the competency and the work being performed.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording, if used in the performance criteria, is detailed below. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Basic wastewater tests include:

- range of tests required for competent performance of work tasks in the organisational context, which should comprise at least three of the following types of test:
  - pH
  - temperature
  - electrical conductivity
  - dissolved oxygen
  - microscopy
  - thirty minute settleability
  - settleable solids concentration (cone test)
  - turbidity

© Commonwealth of Australia, 2025 Skills Insight

Testing details may include:	• locations, including:
	  • on-site testing
	  • field-based testing
	  • laboratory
	• range of testing procedures and techniques that apply to organisational, plant or field sites
	• variety of samples to be tested
	• testing equipment
	• test reporting systems

Planning of testing work may include:	• interpretation of instructions and directions • timelines • interaction and communication with team members and individuals • interpretation of legislative and organisational requirements
Legislative and organisational requirements may include:	• relevant federal and state or territory legislation and regulations • codes of practice, associated standards and guidance material • documented organisational policies, manuals and induction programs • relevant community planning and development agreements, such as land care agreements

Testing equipment may include:	• portable meters, such as:
	  • pH meters
	  • electrical conductivity meters
	  • thermistors
	  • comparators
	  • pocket colorimeters
	  • dissolved oxygen meters
	• test kits
	• microscopes
	• thermometers
	• Imhoff cones
	• graduated cylinders and settling apparatus

Abnormal sample characteristics may include:	• insufficient sample volume
	• odour
	• visible contaminants, such as:
	  • scum
	  • debris
	  • discolouration

© Commonwealth of Australia, 2025 Skills Insight

Maintaining integrity of samples may include application of correct:	• holding time • storage procedures • sub-sampling procedures
Atypical data may include:	• results that fall outside organisational range requirements • results that fall outside legislated range requirements
Information may include:	• time and logging of sample receipt and testing • visual observations • equipment identification • atypical results • test results

Unit Sector(s)

Not applicable.

Competency field

Common

© Commonwealth of Australia, 2025 Skills Insight

NWP262A Monitor and report wastewater treatment processes

Modification History

NWP262A Release 2: Layout adjusted. No changes to content.

NWP262A Release 1: Primary release.

Unit Descriptor

This unit of competency describes the outcomes required to monitor and report on wastewater treatment processes within domestic and industrial wastewater treatment plants in urban and rural areas. The ability to monitor processes to ensure that wastewater disposal or re-use meets state or territory licensing requirements is essential to performance.

Application of the Unit

This unit supports the attainment of skills and knowledge required for operational staff in wastewater treatment plants with responsibility for monitoring wastewater treatment processes.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the range statement. Assessment of performance is to be consistent with the evidence guide.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Identify sources and characteristics of wastewater and reasons for wastewater treatment.	1.1 Identify ***wastewater sources*** and characteristics. 1.2 Identify ***reasons*** and ***statutory requirements*** for wastewater treatment.
2 Monitor and report on wastewater quality.	2.1 Identify ***wastewater treatment processes*** and determine their application. 2.2 Check ***characteristics of wastewater*** according to organisational procedures. 2.3 Record and report wastewater quality according to organisational procedures.
3 Follow safety requirements for work in a wastewater treatment plant.	3.1 Identify and record hazards of working in a wastewater treatment plant. 3.2 Identify operational requirements for safe and effective use of ***equipment***. 3.3 Select, fit and use safety equipment, including personal protective equipment. 3.4 Identify and apply safe work practices when handling ***chemicals*** and working in a wastewater treatment plant.
4 Monitor and report on wastewater treatment.	4.1 Identify operating principles used in wastewater treatment processes. 4.2 Complete records required for effective operation of a wastewater treatment plant. 4.3 Identify, record and report range of ***data*** routinely collected. 4.4 Carry out, record and report ***process calculations***. 4.5 Identify data that falls outside normal operating ***parameters*** and report for further action.

Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit.

Required skills:

- apply policies, procedures and standards
- recognise and report operational problems

© Commonwealth of Australia, 2025 Skills Insight

- use safety equipment and personal protective equipment
- select, collect and test samples
- interpret material safety data sheets (MSDS)
- receive and apply instructions
- use literacy skills in regard to verbal and written communication in the workplace
- communicate with other employees and people that interact within the work environment

Required knowledge:

- sources of wastewater
- physical, chemical and microbiological characteristics and operating principles related to wastewater treatment
- reasons for wastewater treatment
- types of wastewater treatment plant processes
- major chemicals and equipment used
- wastewater treatment plant hazards
- safety equipment
- reasons for data and information collection

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The candidate should demonstrate the ability tomonitor and report on wastewater treatment processes within domestic and industrial wastewater treatment plants in urban and rural areas including:

- performing, recording and reporting process measurements and calculations
- demonstrating procedures for starting and stopping plant and locking out control equipment
- adjusting process controls according to specific plant procedures
- recording and reporting faults and breakdowns
- identifying common process faults and following procedures to rectify these

Context of and specific resources for assessment

Access to the workplace and resources including:

- documentation that should normally be available in a water industry organisation
- relevant codes, standards and government regulations

Where applicable, physical resources should include

© Commonwealth of Australia, 2025 Skills Insight

equipment modified for people with disabilities.

Access must be provided to appropriate learning and assessment support when required.

Assessment processes and techniques must be culturally appropriate, and appropriate to the language and literacy capacity of the candidate and the work being performed.

Validity and sufficiency of evidence requires that:

- competency will need to be demonstrated over a period of time reflecting the scope of the role and the practical requirements of the workplace
- where the assessment is part of a structured learning experience the evidence collected must relate to a number of performances assessed at different points in time and separated by further learning and practice
- a decision of competence only taken at the point when the assessor has complete confidence in the person's competence over time and in various contexts
- all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence
- where assessment is for the purpose of recognition (RCC/RPL), the evidence provided will need to be authenticated and show that it represents competency demonstrated over a period of time
- assessment can be through simulated project-based activity and must include evidence relating to each of the elements in this unit

In all cases where practical assessment is used it will be combined with targeted questioning to assess the underpinning knowledge. Questioning will be undertaken in a manner appropriate to the skill levels of the operator and cultural issues that may affect responses to the questions, and will reflect the requirements of the competency and the work being performed.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording, if used in the performance criteria, is detailed below. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

© Commonwealth of Australia, 2025 Skills Insight

Wastewater sources may include:	• domestic • industrial • storm • ground
Reasons for treatment may include:	• ensuring conformity with legislation, regulations, standards and codes • removal of impurities and contaminants to enable discharge or re-use • reducing impact of impurities on the environment and public health
Statutory requirements are defined by:	• relevant federal and state or territory legislation and regulations • codes of practice, associated standards and guidance material • documented organisational policies, manuals and induction programs • relevant community planning and development agreements, such as land care agreements
Wastewater treatment processes may include:	• grit removal • aeration • screening • sedimentation • disinfection • granular and membrane filtration • thickening and dewatering • suspended and fixed media aerobic bioreactor processes • anaerobic processes • lagoons and wetlands • gas scrubbers • biosolids and effluent disposal and re-use • dilution • chemical dosing • nutrient removal • reverse osmosis

Characteristics of wastewater may include:	• types of impurities, such as:
	  • organic
	  • inorganic
	• micro-organisms
	• public health considerations

Equipment used may include:	• pumps, including:
	  • centrifugal
	  • positive displacement

© Commonwealth of Australia, 2025 Skills Insight

	• airlift • blowers • screens • control valves • electronic digital monitoring systems • recording systems • chemical testing and analysis equipment • communication equipment • belt press • centrifuge • comminutor • flow meters • flow recorders • manual or hydraulic equipment • personal protective equipment
Chemicals and major equipment used may include:	• chemicals and lime • sodium hypochlorite • aluminium and iron coagulants • polymers
Data may include:	• instantaneous flow rate • flow records • temperature • sand and grit • pH • chemical oxygen demand • dissolved oxygen • settleable solids concentration (cone test) • thirty minute settleability test • sludge blanket level • residual chlorine • microscopic examination • conductivity
Process calculations may include:	• average dry weather flow • peak dry weather flow • chemical feed rate and concentration • process efficiency
Wastewater quality ***parameters*** may include:	• physical • chemical • microbiological

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector(s)

Not applicable.

Competency field

Treatment.

© Commonwealth of Australia, 2025 Skills Insight

NWP263A Operate and maintain wastewater treatment plant and equipment

Modification History

NWP263A Release 2: Layout adjusted. No changes to content.

NWP263A Release 1: Primary release.

Unit Descriptor

This unit of competency describes the outcomes required to operate and maintain wastewater treatment processes within domestic and industrial wastewater treatment plants in urban and rural areas. The ability to operate wastewater treatment processes to ensure that wastewater disposal or re-use meets state or territory licensing requirements is essential to performance.

Application of the Unit

This unit supports the attainment of skills and knowledge required for operational staff in wastewater treatment plants with responsibility for the practical and safe operation of plant, equipment and processes.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the range statement. Assessment of performance is to be consistent with the evidence guide.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Operate wastewater treatment processes.	1.1 Identify ***reasons and requirements*** for treatment of wastewater. 1.2 Identify major components of wastewater treatment processes. 1.3 Identify and apply practices undertaken in ***wastewater treatment processes***. 1.4 Operate ***mechanical equipment*** used in wastewater treatment according to manufacturer specifications and organisational requirements. 1.5 Handle, use, store and dose ***chemicals*** according to relevant legislation and organisational procedures.
2 Maintain items of equipment used in wastewater treatment processes.	2.1 Identify maintenance requirements and schedules according to standard operating procedures. 2.2 Meet maintenance and cleaning requirements of equipment.
3 Follow safety requirements for work in a wastewater treatment plant.	3.1 Identify and record hazards of working in a wastewater treatment plant. 3.2 Identify and record operational requirements for safe and effective use of equipment. 3.3 Select, fit and use safety equipment, including personal protective equipment. 3.4 Identify and apply safe work practices when handling chemicals and working in a wastewater treatment plant.
4 Record wastewater treatment plant data.	4.1 Complete records required for effective operation of a wastewater treatment plant. 4.2 Identify, record and report range of data routinely collected. 4.3 Identify data that falls outside normal operating parameters and report for further action.

Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit.

Required skills:

- recognise and report operational problems

© Commonwealth of Australia, 2025 Skills Insight

- apply policies, procedures and standards
- use safety equipment and personal protective equipment
- collect and test samples
- interpret material safety data sheets (MSDS)
- receive and apply instructions
- use literacy skills in regard to verbal and written communication in the workplace
- communicate with other employees and people that interact within the work environment

Required knowledge:

- sources and characteristics of wastewater
- physical, chemical and microbiological characteristics and basic principles related to wastewater treatment
- reasons for wastewater treatment
- types of wastewater treatment plants and processes
- major chemical types and equipment used
- wastewater treatment plant hazards
- safety equipment
- reasons for data and information collection
- MSDS

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit	The candidate should demonstrate the ability tooperate and maintain wastewater treatment processes within domestic and industrial wastewater treatment plants in urban and rural areas including: • applying wastewater treatment processes, including operating mechanical equipment • using chemicals safely, as required and according to organisational procedures • conducting regular routine inspection of mechanical equipment • identifying hazards and applying appropriate safety procedures • gathering and recording data • reporting anomalies
Context of and specific resources for assessment	Access to the workplace and resources including: • documentation that should normally be available in a

© Commonwealth of Australia, 2025 Skills Insight

water industry organisation
- relevant codes, standards and government regulations

Where applicable, physical resources should include equipment modified for people with disabilities.

Access must be provided to appropriate learning and assessment support when required.

Assessment processes and techniques must be culturally appropriate, and appropriate to the language and literacy capacity of the candidate and the work being performed.

Validity and sufficiency of evidence requires that:

- competency will need to be demonstrated over a period of time reflecting the scope of the role and the practical requirements of the workplace
- where the assessment is part of a structured learning experience the evidence collected must relate to a number of performances assessed at different points in time and separated by further learning and practice
- a decision of competence only taken at the point when the assessor has complete confidence in the person's competence over time and in various contexts
- all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence
- where assessment is for the purpose of recognition (RCC/RPL), the evidence provided will need to be authenticated and show that it represents competency demonstrated over a period of time
- assessment can be through simulated project-based activity and must include evidence relating to each of the elements in this unit

In all cases where practical assessment is used it will be combined with targeted questioning to assess the underpinning knowledge. Questioning will be undertaken in a manner appropriate to the skill levels of the operator and cultural issues that may affect responses to the questions, and will reflect the requirements of the competency and the work being performed.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording, if

© Commonwealth of Australia, 2025 Skills Insight

used in the performance criteria, is detailed below. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Reasons and requirements for treatment may include:	• ensuring conformity with legislation, standards and guidelines • removing impurities and contaminants to enable discharge and re-use • reducing impact of impurities on environment and public health • relevant environmental protection legislation and regulations and trade waste agreements
Wastewater treatment processes may include:	• grit removal • aeration • screening • sedimentation • disinfection • granular and membrane filtration • thickening and dewatering • anoxic processes • sludge digestion • suspended and fixed media aerobic bioreactor processes • anaerobic processes • lagoons and wetlands • gas scrubbers • biosolids and effluent disposal and re-use • dilution • chemical dosing • nutrient removal • reverse osmosis

Mechanical equipment used may include:	• pumps, including:
	  • centrifugal
	  • positive displacement
	  • airlift
	• blowers
	• screens
	• control valves
	• electronic digital monitoring systems
	• recording systems
	• chemical testing and analysis equipment
	• communication equipment
	• manual and hydraulic equipment
	• personal protective equipment

© Commonwealth of Australia, 2025 Skills Insight

Chemicals and aids used may include:	• lime • sodium hypochlorite • polymers • aluminium and iron coagulants • carbon sources

Unit Sector(s)

Not applicable.

Competency field

Treatment.

© Commonwealth of Australia, 2025 Skills Insight

NWP704A Lead a project development

Modification History

NWP704A Release 2: Layout adjusted. No changes to content.

NWP704A Release 1: Primary release.

Unit Descriptor

This unit of competency describes the outcomes required for the effective management of a complex project within the water industry. The ability to plan a project logically, control a project, manage risks and deliver quality outcomes is essential to performance.

Application of the Unit

This unit supports the attainment of skills and knowledge required for managers and senior technical practitioners from a variety of disciplines and backgrounds who are applying their skills to the management of a function, team or division within the water organisation.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit of competency contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the range statement. Assessment of performance is to be consistent with the evidence guide.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Plan the project	1.1 Clarify project brief with relevant personnel. 1.2 Identify and quantify human and financial resources to support management of project. 1.3 Assemble and brief project team. 1.4 Negotiate and finalise organisational requirements and procedures for management of project. 1.5 Identify and address ***legislative requirements*** relevant to project in the planning process. 1.6 Develop project goals, objectives and performance indicators in consultation with relevant personnel and stakeholders and follow organisational procedures. 1.7 ***Plan project*** according to organisational requirements and using appropriate ***planning tools***.
2 Manage the project	2.1 Communicate project plan to project team and clarify and allocate resourcing and accountabilities. 2.2 Monitor, record and report progress of project against milestones of project plan and according to organisational requirements. 2.3 Integrate range of tasks that comprise project to ensure efficient completion. 2.4 Consult stakeholders regarding progress of project and inform development. 2.5 Negotiate, record and communicate required changes to project plan. 2.6 Finalise project according to project plan and organisational procedures.
3 Manage project risk	3.1 Identify potential risks to successful completion of project through extensive consultation with relevant stakeholders and personnel. 3.2 Analyse identified risks for likelihood of occurrence and their potential consequences. 3.3 Develop risk management or control plans to eliminate or reduce potential for risk events and consequences. 3.4 Review risk management or control plans periodically during life of the project and assess them for their adequacy, timeliness and effectiveness in risk mitigation.
4 Deliver quality project outcomes	4.1 Identify and record quality requirements for successful completion of project and communicate them to project team members. 4.2 Identify and use quality management methods, techniques

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	and tools to support and manage project. 4.3 Assess outcomes of project for compliance with required quality standards.

Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit.

Required skills:

- apply advanced project management skills
- apply quality management principles and techniques
- apply risk management principles and techniques
- use project management software and tools
- coordinate activities
- communicate effectively with a wide audience inside and outside the workplace
- plan effectively
- prepare a range of internal and external reports
- solve problems.

Required knowledge:

- technical and industry knowledge relevant to project being managed
- legislation relevant to project being managed
- project management, quality management and risk management techniques
- relevant industry trends, including emerging technologies
- infrastructure capacity and capacity planning
- organisational processes and reporting requirements.

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The candidate should demonstrate the ability to lead a complex project within the water industry including:

- managing a complex project and delivering required project outcomes
- effectively coordinating activities of project team

© Commonwealth of Australia, 2025 Skills Insight

members to deliver required outcomes
- preparing, monitoring and revising plans
- applying principles of quality and risk management to completion of project
- communicating with stakeholders.

Context of and specific resources for assessment

Access to the workplace and resources including:

- documentation that should normally be available in a water industry organisation
- relevant codes, standards and government regulations.

Where applicable, physical resources should include equipment modified for people with disabilities.

Access must be provided to appropriate learning and assessment support when required.

Assessment processes and techniques must be culturally appropriate, and appropriate to the language and literacy capacity of the candidate and the work being performed.

Validity and sufficiency of evidence requires that:

- competency will need to be demonstrated over a period of time reflecting the scope of the role and the practical requirements of the workplace
- where the assessment is part of a structured learning experience the evidence collected must relate to a number of performances assessed at different points in time and separated by further learning and practice
- a decision of competence should only be made when the assessor has complete confidence in the person's competence over time and in various contexts
- all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence
- where assessment is for the purpose of recognition (RCC/RPL), the evidence provided will need to be authenticated and show that it represents competency demonstrated over a period of time
- assessment can be through simulated project-based activity and must include evidence relating to each of the elements in this unit.

In all cases where practical assessment is used it will be combined with targeted questioning to assess the underpinning knowledge. Questioning will be undertaken in a manner appropriate to the skill levels of the operator and cultural issues that may affect responses to the questions, and will reflect the requirements of the competency and the

© Commonwealth of Australia, 2025 Skills Insight

work being performed.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording, if used in the performance criteria, is detailed below. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Legislative requirements may include:

- relevant federal legislation, including:
  - National Water Commission Act 2004
  - Environment Protection and Biodiversity Conservation Act 1999
- relevant state or territory legislation relating to water and resource management
- relevant state or territory legislation and regulations relating to OHS, including:
  - protective clothing and equipment
  - use of tools and equipment
  - workplace environment and safety
  - handling of materials
  - use of fire fighting equipment
  - use of first aid equipment
  - hazard control and hazardous materials and substances
  - relevant local government by-laws
- relevant government and non-government policies and regulations such as:
  - National Water Initiative
  - Murray Darling Basin Water Agreement
- relevant community planning and development agreements, such as land care agreements

Plan project to address all facets of activity, which may include:

- budgets
- timelines
- human resource requirements
- project milestones
- project accountabilities
- project reporting processes and schedules
- contingency arrangements

© Commonwealth of Australia, 2025 Skills Insight

Planning tools used to support project:	• risk management requirements
	• quality requirements
	• may be:
	  • proprietary software packages
	  • commercial software packages
	• may generate and track:
	  • project milestones
	  • resourcing lists
	  • staffing lists
	  • budgets

Unit Sector(s)

Not applicable.

Competency field

Leadership.

© Commonwealth of Australia, 2025 Skills Insight

NWP706A Review and evaluate water and wastewater sustainability objectives

Modification History

NWP706A Release 2: Layout adjusted. No changes to content.

NWP706A Release 1: Primary release.

Unit Descriptor

This unit of competency describes the outcomes required to enable analysis and identification of solutions to issues such as the sustainable use of water, drinking water safety and quality, water recycling and the effectiveness of wastewater treatment. This requires the ability to be able to integrate technical and scientific knowledge of water conservation and recycling, power needs for different technology options, catchment management, domestic and industry requirements for different grades of water, and the environmental impact of various options chosen.

Application of the Unit

This unit supports the attainment of skills and knowledge required for senior managers, water treatment and resource planners and related senior staff.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit of competency contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of	Performance criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the

© Commonwealth of Australia, 2025 Skills Insight

competency.	range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Analyse water resource issues	1.1 Analyse ***economic*** and ***social issues*** relevant to sustainable ***water*** use to determine implications for specific situations. 1.2 Identify and analyse ***community attitudes*** to use of recycled water for their impact on future initiatives. 1.3 Identify and analyse ***legislation***, ***regulations and policies*** on ***sustainability*** and water recycling issues for relevance to specific situation. 1.4 Determine ***water sustainability objectives*** and targets for specific situation.
2 Determine treatment options for recycling	2.1 Determine water catchment and groundwater protection and management principles for surface and groundwater sources, and recycled water. 2.2 Analyse hydrometric cycle and types and percentage of water use to determine sustainability of specific water resources. 2.3 Analyse impact of stormwater and industrial, agricultural, aquaculture and domestic water use on water quality. 2.4 Analyse ***sustainability issues*** and effect of reduced and more concentrated sewage flows for a specific situation. 2.5 Evaluate treatment options for recycling of treated wastewater and ***alternative water sources*** for their suitability in meeting quality standards for a ***range of uses***.
3 Develop environmental strategies and targets	3.1 Analyse designs of ***model sustainable water systems*** to determine their viability in specific situations. 3.2 Analyse costs and benefits of recycling schemes most appropriate to situation. 3.3 Evaluate existing and planned water recycling systems against ***Australian and international benchmarks***. 3.4 Undertake risk assessment to determine strategies for managing hazards and risks. 3.5 Recommend integrated water resource planning to achieve water sustainability objectives and targets, with consideration of costs.

© Commonwealth of Australia, 2025 Skills Insight

Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit.

Required skills:

- perform complex research
- analyse technical information
- analyse financial information
- analyse trend data
- research and interpret social trends
- perform relevant statistical analysis
- identify potential or actual operational problems
- undertake evidence-based short, medium and long-range planning
- prepare complex reports
- use computer systems

Required knowledge:

- political, economic and social aspects of water sustainability
- principles of cost benefit analysis
- concept of virtual water in agricultural and manufactured products
- legislative and regulatory requirements relevant to a sustainable water industry
- hydrometric cycle
- methods for evaluating risks to water quality, assets and services
- water sustainability issues and ecosystem quality
- recycling models and performance benchmarks
- water sustainability in domestic, industrial, agricultural and aquaculture contexts, including stormwater
- legislative and regulatory framework for water industry
- relevant Australian standards, international guidelines and best practice systems applicable to water sustainability

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit	The candidate should demonstrate the ability to analyse and identify solutions to issues such as the sustainable use of water, drinking water safety and quality, water recycling and the effectiveness of wastewater treatment including: • analysing complex technical, social and legislative

© Commonwealth of Australia, 2025 Skills Insight

issues affecting water sustainability
- determining water and wastewater treatment options
- researching and reviewing information and developing evidence-based recommendations for the development of relevant policies relating to environmental sustainability

Context of and specific resources for assessment

Access to the workplace and resources including:

- documentation that should normally be available in a water industry organisation
- relevant codes, standards and government regulations.

Where applicable, physical resources should include equipment modified for people with disabilities.

Access must be provided to appropriate learning and assessment support when required.

Assessment processes and techniques must be culturally appropriate, and appropriate to the language and literacy capacity of the candidate and the work being performed.

Validity and sufficiency of evidence requires that:

- competency will need to be demonstrated over a period of time reflecting the scope of the role and the practical requirements of the workplace
- where the assessment is part of a structured learning experience the evidence collected must relate to a number of performances assessed at different points in time and separated by further learning and practice
- a decision of competence should only be made when the assessor has complete confidence in the person's competence over time and in various contexts
- all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence
- where assessment is for the purpose of recognition (RCC/RPL), the evidence provided will need to be authenticated and show that it represents competency demonstrated over a period of time
- assessment can be through simulated project-based activity and must include evidence relating to each of the elements in this unit.

In all cases where practical assessment is used it will be combined with targeted questioning to assess the underpinning knowledge. Questioning will be undertaken in a manner appropriate to the skill levels of the operator and cultural issues that may affect responses to the questions,

© Commonwealth of Australia, 2025 Skills Insight

and will reflect the requirements of the competency and the work being performed.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording, if used in the performance criteria, is detailed below. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Economic issues may include:	• costs and benefits of various options • public and private ownership • costing models • increased costs of new developments
Social issues may include:	• land resumption • cost of water supply • damage to ecosystems • equity issues • political exploitation
Water includes:	• water in a watercourse, lake or spring • underground water • overland flow water • water that has been collected in a dam • wastewater of domestic, commercial, industrial or agricultural origin
Community attitudes may include:	• revulsion or fear of contamination • fear of diseases • resistance to change
Legislation, ***regulations and policies*** relevant to the State or Territory may include:	• Environmental Protection and Biodiversity Conservation Act 1999 • relevant state and territory environmental protection legislation • relevant water legislation and regulations • Australian Drinking Water Guidelines • water recycling guidelines • water quality guidelines • National Water Quality Management Strategy
Sustainability may include:	• replenishment of resources • maintaining resources

© Commonwealth of Australia, 2025 Skills Insight

	• assault on diminishing resource
Water and wastewater ***sustainability objectives*** may include:	• sustainable use of water • drinking water safety • water recycling • long-term certainty of sources
Sustainability issues may include:	• leakage • evaporation • sewer mining • grey water use • recycling • intelligent use • alternatives
Alternative water sources may include:	• stormwater • bore water • brackish water • process water
Range of uses may include:	• irrigation • aquaculture • industry • fire fighting • recreation • domestic • replenishing raw surface water or groundwater resources
Model sustainable water systems may include examples that are:	• specific to locations (e.g. Australia, Singapore, Israel and California) • specific to industries (e.g. paper, cooling and food processing) • existing or planned • local and international
Australian and International benchmarks may include:	• data from existing systems • published research

Unit Sector(s)

Not applicable.

© Commonwealth of Australia, 2025 Skills Insight

Competency field

Leadership.

© Commonwealth of Australia, 2025 Skills Insight

NWP707A Analyse and review water treatment plant technology

Modification History

NWP707A Release 2: Layout adjusted. No changes to content.

NWP707A Release 1: Primary release.

Unit Descriptor

This unit of competency describes the outcomes required to understand water quality and sustainability technology, and provide high-level advice on meeting legislative and regulatory requirements. A detailed understanding is required of the planning, design, testing and operation of advanced processes, incorporating new or novel technologies, together with the ability to identify problems and suggest viable cost-effective solutions within the constraints of legislation and regulations.

Application of the Unit

This unit supports the attainment of skills and knowledge required for senior managers, water treatment and resource planners and related senior staff.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit of competency contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the range statement. Assessment of performance is to be consistent with the evidence guide.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Analyse fundamentals of water science	1.1 Analyse natural and engineered water cycles to establish their ***components***, ***features*** and ***variables***. 1.2 Carry out ***water testing*** according to procedures in order to determine water and wastewater parameters, including nitrogen, phosphorus and microbiological indicators. 1.3 Identify ***substances commonly found in natural water sources*** and analyse their ***interactions***. 1.4 Identify ***substances commonly found in range of wastewater sources*** and analyse their ***environmental*** and ***epidemiological effects***. 1.5 Identify ***microbial species*** found in water and wastewater and determine their activities and effects as ***agents of disease*** or ***agents for removing organic matter***.
2 Determine design features of water treatment plants	2.1 Determine purpose of ***water treatment*** and quality standards required in providing water for human consumption, industry, agriculture and aquaculture. 2.2 Analyse fundamentals of ***separation processes*** to determine their role in water treatment. 2.3 Research microbial metabolism systems and determine their role in removing organic and inorganic constituents of water. 2.4 Analyse ***input and output parameters*** of water and wastewater treatment systems. 2.5 Determine ***fundamental features*** of water and wastewater ***reticulation systems*** to establish their role and function in water treatment.
3 Analyse application of government legislation and policies to water industry	3.1 Research ***legislation and regulations*** for Australian water industry to identify evolutionary framework and ***forces of change***. 3.2 Identify key principles and provisions of water-related legislation and regulations and analyse them for their impact on current practice. 3.3 Analyse the Environment Protection Agency conditions for water and wastewater treatment plant licences, and Australian drinking water quality parameters to identify operational standards required. 3.4 Identify changes required to meet legislative and regulatory requirements and communicate to relevant stakeholders.

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
4 Prepare strategic advice	4.1 Synthesise and evaluate design, operation and management of water treatment plants and processes. 4.2 Consult relevant personnel to inform the framing of policy advice for the water organisation. 4.3 Prepare and present strategic advice on current and potential policies and procedures and the design, operation and management of water treatment plants and processes.

Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit.

Required skills:

- perform complex research
- analyse technical information
- use technology, including the internet, to access current legislative and regulatory requirements for water industry
- identify potential or actual operational problems
- undertake evidence-based short, medium and long-range planning
- communicate with employees, senior management, external industry experts and other stakeholders
- prepare complex reports
- use communication systems
- give and receive instructions.

Required knowledge:

- fundamental aspects of physics, chemistry, biology and microbiology relevant to water and wastewater treatment and requisite laboratory skills
- water sources and resources relevant to water and wastewater treatment
- substances in natural water sources and their interactions
- environmental and epidemiological effects of substances found in wastewater sources
- microbial species and effects
- purposes of water treatment
- fundamentals of separation processes and disinfection
- microbial metabolism
- input and output parameters of treatment systems
- reticulation systems and hydraulic modelling
- legislative and regulatory framework for water industry
- Environment Protection Authority requirements for treatment plant licenses and

© Commonwealth of Australia, 2025 Skills Insight

drinking water
- OHS legislation, risk management and procedures
- relevant water treatment policies and procedures
- communication systems
- relevant Australian standards, international guidelines and best practice systems applicable to water treatment plants and plant technologies.

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The candidate should demonstrate the ability to understand water quality and sustainability technology, and provide high-level advice on meeting legislative and regulator requirements including:

- analysing and applying principles of water science
- analysing and applying principles associated with design of water treatment plants and processes
- reviewing and refining current practices associated with water treatment plant technologies
- preparing clear and accurate reports
- contributing to development of water treatment planning within organisation.

Context of and specific resources for assessment

Access to the workplace and resources including:

- documentation that should normally be available in a water industry organisation
- relevant codes, standards and government regulations.

Where applicable, physical resources should include equipment modified for people with disabilities.

Access must be provided to appropriate learning and assessment support when required.

Assessment processes and techniques must be culturally appropriate, and appropriate to the language and literacy capacity of the candidate and the work being performed.

Validity and sufficiency of evidence requires that:

- competency will need to be demonstrated over a period of time reflecting the scope of the role and the practical requirements of the workplace
- where the assessment is part of a structured learning

© Commonwealth of Australia, 2025 Skills Insight

experience the evidence collected must relate to a number of performances assessed at different points in time and separated by further learning and practice
- a decision of competence should only be made when the assessor has complete confidence in the person's competence over time and in various contexts
- all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence
- where assessment is for the purpose of recognition (RCC/RPL), the evidence provided will need to be authenticated and show that it represents competency demonstrated over a period of time
- assessment can be through simulated project-based activity and must include evidence relating to each of the elements in this unit.

Questioning will be undertaken in a manner appropriate to the skill levels of the operator and cultural issues that may affect responses to the questions, and will reflect the requirements of the competency and the work being performed.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording, if used in the performance criteria, is detailed below. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Components may include:

- natural water cycles, including:
  - rivers and lakes
  - artesian and aquifers
  - brackish and salt water
  - stormwater
- engineered water cycles, including:
  - reticulation systems
  - dams
  - collection systems
  - bores and wells

Features may include:

- natural water cycles:

© Commonwealth of Australia, 2025 Skills Insight

- rainfall patterns
- size and protection
- retention time in catchment
- evaporation rate

- types of source:
  - bore
  - river
  - dam
  - engineered water cycles
- type of user:
  - domestic
  - industrial
  - aquaculture
  - agriculture
  - type of water or wastewater treatment system:
  - urban
  - non-urban
  - length and volume of collection and reticulation system

Variables may include:

- natural water cycles, including:
  - rainfall
  - temperature
  - pH, hardness and alkalinity
  - taste, odour, colour and turbidity
  - nature and quantity of total dissolved and suspended matter
  - dissolved oxygen
- engineered water cycles, including:
  - flow rates
  - industrial and agricultural uses and inputs
  - input and output parameters
  - availability and uses of recycling

Water testing may include:

- pH, chlorine, suspended solids and dissolved oxygen
- alkalinity and volatile acids
- mixed liquor suspended solids
- mixed liquor volatile suspended solids
- colour, turbidity and conductivity
- biological oxygen demand (BOD) and chemical oxygen demand (COD), total organic carbon (TOC), phosphorus (P), nitrogen (N), other ions and organic

© Commonwealth of Australia, 2025 Skills Insight

	compounds • identification and enumeration of bacteria, cyanobacteria and protozoa.
Substances commonly found in natural water sources may include:	• metal ions • salts • N and P • microorganisms and algae • organic and inorganic compounds producing colour, turbidity, odour or taste • radiation emitters.
Interactions may include:	• oxidation of metal ions • settling of suspended matter • ultraviolet destruction of microorganisms • growth of nuisance organisms, such as cyanobacteria
Substances commonly found in range of wastewater sources may include:	• toxins • metals • domestic or industrial organic matter • other dissolved and suspended solids • toxic, flammable and asphyxiating gases • disinfection by-products
Range of wastewater sources may include:	• domestic • industry • aquaculture • agriculture • stormwater

Environmental effects may include:	• serious:
	  • material environmental harm to air, water or land
	  • nuisance environmental harm

Epidemiological effects may include:	• faecal-oral route of infection • infection and transmission of infectious agents • effects of biological, chemical or physical toxins on animals and plants
Microbial species may include:	• E. Coli • salmonella • campylobacter • Shigella • Yersinia • protozoa • adenovirus • enterovirus • hepatitis virus

© Commonwealth of Australia, 2025 Skills Insight

Agents of disease may include:	• bacteria • viruses • protozoa • microbial toxins • chemical toxins
Agents for removing organic matter may include:	• aerobic bacteria • facultative bacteria • anaerobic bacteria
Water treatment may include:	• coagulation • flocculation • sedimentation • filtration • disinfection • natural systems • designed wetlands • lagoons • Imhoff tanks • small septic tanks • bio-filters • contactors • activated sludge processes • special treatment processes
Separation processes may include:	• filtration • presses • centrifuges • sedimentation • gravity settling • flocculation • chemically assisted processes
Input and output parameters may include:	• Biological Oxygen Demand and Chemical Oxygen Demand • suspended solids • biomass as mixed liquor suspended solids (MLSS) or mixed liquor volatile suspended solids (MLVSS) • pH • dissolved oxygen (DO) • N, P and other chemical species • toxins • chlorine • faecal coliforms, such as E. Coli • colour

© Commonwealth of Australia, 2025 Skills Insight

Fundamental features may include:	• turbidity • pipe networks • gravity and pressure systems • pumps and pump wells • reservoirs • residual disinfection • oxygenation • hydraulic modelling • leak detection • leak prevention
Reticulation systems may include:	• sewage collection systems • water distribution systems
Legislation and regulations relevant to the State or Territory may include:	• Environmental Protection and Biodiversity Conservation Act 1999 • relevant state and territory environmental protection legislation • relevant water legislation and regulations • Australian Drinking Water Guidelines • Water recycling guidelines • Water quality guidelines • National Water Quality Management Strategy
Forces of change may include:	• community expectations • availability of technology • climatic change • diminishing fresh water sources

Unit Sector(s)

Not applicable.

Competency field

Leadership.

© Commonwealth of Australia, 2025 Skills Insight

NWPNET025 Coordinate and manage maintenance and repair of network assets

Modification History

Release	Comments
1	This unit was released in NWP Water Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to NWP303A Monitor and control maintenance of water and wastewater system assets. • Unit code updated • Content and formatting updated to comply with the new standards • All PC transitioned from passive to active voice • Unit title changed to better reflect unit outcomes • PC 3.1 removed

Application

This unit of competency describes the skills required to inspect asset condition, to plan for asset repairs and to monitor and report on maintenance and repair work completion. The ability to identify faults, gather data, interpret technical information, assess risks and produce technical work plans and reports are essential to performance.

This unit applies to those working as field staff with responsibility for ensuring that water collection, distribution, storage and transfer assets are regularly monitored and for conducting scheduled maintenance and repair work on assets.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit would work under indirect supervision, in a familiar context, while performing routine tasks ensuring minimum damage to the environment.

No licensing, legislative or certification requirements apply to unit at the time of publication.

© Commonwealth of Australia, 2025 Skills Insight

Competency Field

Networks

Elements and Performance Criteria

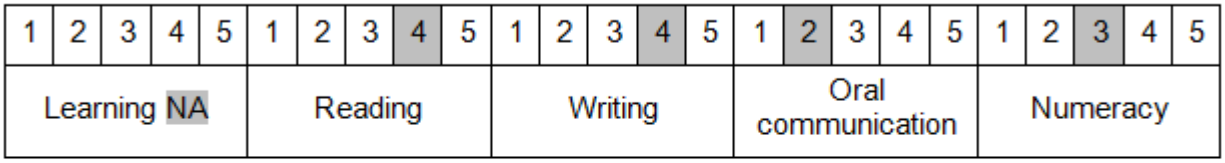
ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Analyse asset condition and determine remedial action	1.1 Schedule routine inspections of assets and monitor fault reporting. 1.2 Collect and analyse data on asset and infrastructure condition. 1.3 Determine and cost asset maintenance and repair methods. 1.4 Select, fit and use equipment including personal protective equipment.
2. Plan and prepare for asset repair	2.1 Schedule and plan work site investigations and repair activities. 2.2 Develop repair plans and procedures and communicate to all stakeholders. 2.3 Assess and record environmental and WHS risks and specify appropriate preventative measures. 2.4 Select equipment, materials, prefabricated components and fittings and make available for use on site.
3. Monitor and report maintenance activities	3.1 Monitor repair and maintenance progress and keep records. 3.2 Inspect, confirm and report completion of repair and maintenance.
4. Complete records and reports	4.1 Complete workplace records and reports. 4.2 Make recommendations which contribute to the continuous improvement and quality of the organisation’s systems.

Foundation Skills

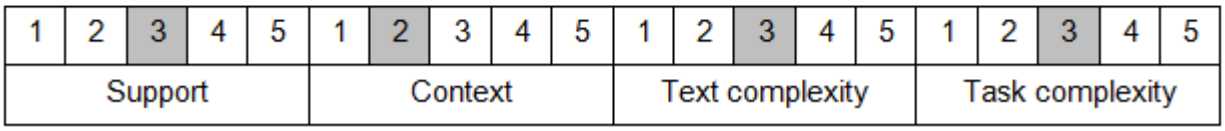
The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

© Commonwealth of Australia, 2025 Skills Insight

ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to NWP303A Monitor and control maintenance of water and wastewater system assets.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for NWPNET025 Coordinate and manage maintenance and repair of network assets

Modification History

Release	Comments
1	These Assessment Requirements were released in NWP Water Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- identifying and solving operational problems
- undertaking calculations
- determining work requirements
- monitoring system operations and processes
- producing reports and logs
- using safety equipment and personal protective equipment
- interpreting plans and instructions
- interpreting the organisation’s policies, standard operating procedures and standards for monitoring and maintenance of assets
- calculating water pressures and flows
- conducting operational and maintenance inspections
- monitoring fault reports
- collecting and analysing operational and mechanical data
- identifying and assessing work methods effectiveness
- planning investigations and repairs
- developing repair procedures
- assessing risks and specifying preventive methods
- selecting equipment, materials, prefabricated components and fittings

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- environmental aspects of water distribution systems and infrastructure
- WHS procedures
- lock out procedures for mechanical and electrical installations
- cleaning and protection of assets
- policies and standard operating procedures for monitoring and maintenance of assets
- relevant utilities and service bodies
- communication systems
- environment, landscape and ground structure of work area
- risk factors and potential hazards involved with water pressures and flows
- equipment operation, capacity and limitations
- effects of weather and conditions on operation of supply infrastructure
- system pipes and fittings
- pumping and valving systems
- system layout, process, operation
- gravity systems
- control systems

Assessment Conditions

Competency should be assessed in an actual workplace or in a simulated environment, with access to equipment and infrastructure appropriate to the outcome. Competency should be demonstrated over time to ensure the candidate is assessed across a variety of situations.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

NWPNET042 Monitor and operate wastewater collection and transfer systems

Modification History

Release	Comments
1	This unit was released in NWP Water Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to NWP311B Monitor and operate wastewater collection and transfer systems. • Unit code updated • Content and formatting updated to comply with the new standards • All PC transitioned from passive to active voice

Application

This unit describes the outcomes required to monitor and coordinate the operation of wastewater collection and/or wastewater transfer systems and to measure and report on the operation of the system. The ability to interpret technical documentation, identify and investigate operational problems and to collect and analyse technical information is essential to performance.

This unit applies to those working as field staff and operators with a specific responsibility for inspecting and measuring the performance of wastewater collection and/or wastewater transfer systems and for ensuring that flows are regulated according to organisational specifications and system demands.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those related to WHS.

Those undertaking this unit would work under indirect supervision, while performing routine tasks, in a familiar context, ensuring minimum damage to the environment.

No licensing, legislative or certification requirements apply to unit at the time of publication.

© Commonwealth of Australia, 2025 Skills Insight

Competency Field

Networks

Elements and Performance Criteria

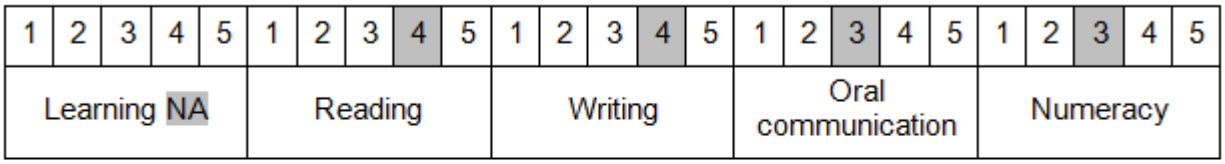
ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Monitor system performance and usage	1.1 Select and check equipment required for monitoring system performance. 1.2 Schedule and conduct routine inspections and report any identified faults. 1.3 Collect, analyse and report system performance and usage data. 1.4 Monitor and coordinate sample collection and records.
2. Regulate flows	2.1 Inspect and adjust flow regulating systems. 2.2 Monitor and adjust volumes. 2.3 Monitor flows and diversions required for repair or emergency activities.
3. Operate and control processes	3.1 Control and improve processes to maintain operating parameters. 3.2 Conduct wastewater flow measurements. 3.3 Identify, address and report process faults. 3.4 Optimise process performance.
4. Compile process records	4.1 Compile reports from system data. 4.2 Record the condition of equipment and report faults or anticipated problems.

Foundation Skills

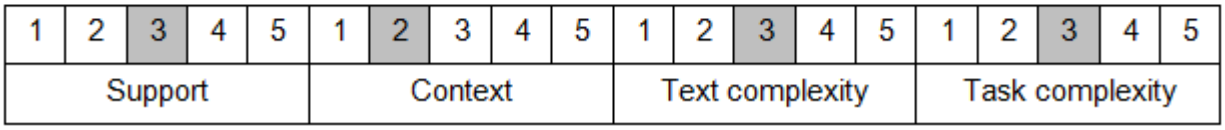
The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

© Commonwealth of Australia, 2025 Skills Insight

ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to NWP311B Monitor and operate wastewater collection and transfer systems.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for NWPNET042 Monitor and operate wastewater collection and transfer systems

Modification History

Release	Comments
1	These Assessment Requirements were released in NWP Water Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- responding to and correcting operational problems
- interpreting plans, charts, service search diagrams, instructions, policies and specifications
- controlling system operations
- identifying control system faults
- monitoring and coordinating the operation of wastewater collection and/or wastewater transfer systems
- preparing equipment for monitoring and inspections
- monitoring the system and collecting, analysing and reporting data according to organisational procedures
- reviewing samples and records
- adjusting flow regulating systems
- monitoring volumes and flows
- controlling, integrating and optimising processes
- identifying and reporting process faults
- measuring wastewater flows
- completing relevant workplace documentation

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

© Commonwealth of Australia, 2025 Skills Insight

- system hydraulics
- coordination and control of processes
- system layout and processes
- environmental aspects of wastewater collection and transfer systems
- infiltration and inflow sources
- illegal inflows
- discharges
- disinfection and chemical use
- policies, standard operating procedures and legislation
- relevant utilities and service bodies
- communication systems
- risk factors and potential hazards involved with wastewater pressures and flows
- equipment operation, capacity and limitations
- effects of weather and conditions on operation of collection and transfer systems
- pipes and fittings
- gravity systems
- pumping and valving systems
- control systems
- forces including gravitational, valve operation, hydraulic and pumps

Assessment Conditions

Competency should be assessed in an actual workplace or in a simulated environment, with access to equipment and infrastructure appropriate to the outcome. Competency should be demonstrated over time to ensure the candidate is assessed across a variety of situations.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

NWPTRT052 Operate and control hypochlorite disinfection processes

Modification History

Release	Comments
1	This unit was released in NWP Water Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to NWP268B Monitor, operate and report chlorine disinfection systems. • Unit code updated • Content and formatting updated to comply with the new standards • All PC transitioned from passive to active voice • Unit title changed to better reflect unit outcomes • Elements 2 and 3 reworded • One new PC added to Elements 1 and 3 • PC 2.3 removed • PC 3.1 revised and renumbered • PC 2.4 and 3.3 renumbered • PC 3.2 and 4.1 revised

Application

This unit describes the skills required to monitor and operate hypochlorite disinfection systems and report on process quality control. This includes the skills required to working safely with sodium hypochlorite solutions and calcium hypochlorite solids, including their safe handling, transport and storage and implementation of emergency response procedures.

This unit applies to those working as operational staff with specific responsibility for hypochlorite disinfection systems in water and wastewater treatment plants.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those related to WHS and handling of dangerous goods.

© Commonwealth of Australia, 2025 Skills Insight

Those undertaking this unit would work under supervision, while performing routine tasks, in a range of familiar contexts.

No licensing, legislative or certification requirements apply to unit at the time of publication.

Competency Field

Treatment

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Plan and prepare for work	1.1 Determine work requirements from job specification and plans. 1.2 Select and check equipment and hypochlorite supplies to meet safety requirements of task and site. 1.3 Select, fit and use personal protective equipment. 1.4 Handle and store hypochlorite chemicals to maximise shelf life and reduce loss of available chlorine. 1.5 Conduct the percentage available chlorine test.
2. Monitor process performance	2.1 Monitor hypochlorite disinfection ***processes*** according to agreed schedule and procedures. 2.2 Collect samples and conduct process tests. 2.3 Make process adjustments as required to maintain effectiveness of hypochlorite disinfection.
3. Apply chemical dosing	3.1 Prepare and apply hypochlorite chemicals. 3.2 Control hypochlorite ***dosing*** to maintain required residual.
4. Complete documentation	4.1 Maintain information relating to hypochlorite supply and usage. 4.2 Collect and record process data. 4.3 Report observations outside defined parameters for further action.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

© Commonwealth of Australia, 2025 Skills Insight

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning					Reading					Writing					Oral communication					Numeracy				

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Range of Conditions

Processes include:	• sodium hypochlorite solution • sodium hypochlorite
Technologies include:	• calcium hypochlorite granules • calcium hypochlorite tablets
Dosing procedures include:	• chlorinator shutdown, start up and isolation • purging operations • leak testing • dosing pump checks

Unit Mapping Information

This unit supersedes and is equivalent to NWP268B Monitor, operate and report chlorine disinfection systems.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for NWPTRT052 Operate and control hypochlorite disinfection processes

Modification History

Release	Comments
1	These Assessment Requirements were released in NWP Water Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. The candidate must be assessed in at least one type of process, in at least one type of technology and in at least one type of dosing procedure listed in the Range of Conditions. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- applying policies, standard operating procedures and regulatory standards
- performing work-related calculations
- identifying and responding to process faults and control system faults
- identifying hazards
- performing hypochlorite tests and chlorine residual sampling and testing
- interpreting safety data sheets (SDS)
- monitoring, operating and reporting on hypochlorite disinfection systems
- selecting and using appropriate tools and equipment, including personal protective equipment
- collecting and reporting process data
- preparing and applying hypochlorite dosing safely
- performing process calculations, including at least one of:
  - feed rate
  - dosage
  - Ct

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- properties and chemistry of hypochlorite chemicals
- effects of pH, time, temperature, UV exposure and impurities on hypochlorite breakdown
- microbiological guidelines
- reactions with water to produce hypochlorous acid/hypochlorite ion
- impact of pH
- chlorine demands, including:
  - ammonia
  - natural organic matter (NOM)
  - turbidity
  - iron, manganese and nitrite
- disinfection by-products (DBP)
- breakpoint
- contact time
- hypochlorite dosing system layout for sodium hypochlorite and/or calcium hypochlorite dosing systems
- hazardous substances handling
- risk factors and potential hazards associated with hypo chlorination
- work-related hypochlorite calculations
- hypochlorite dosing processes
- automatic feed rate control systems
- SDS

Assessment Conditions

Competency should be assessed in an actual workplace or in a simulated environment, with access to equipment and infrastructure appropriate to the outcome. Competency should be demonstrated over time to ensure the candidate is assessed across a variety of situations.

Some components of this unit require assessment in a workplace environment therefore the unit is not suitable for fully external or electronic based assessment.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

NWPTRT054 Operate and control chloramination processes

Modification History

Release	Comments
1	This unit was released in NWP Water Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to NWP366A Monitor, operate and control chloramination disinfection processes. • Unit code updated • Content and formatting updated to comply with the new standards • All PC transitioned from passive to active voice • Unit title changed to better reflect unit outcomes • Elements reordered • One new PC added to Element 1

Application

This unit describes the skills required to monitor, operate and control chloramination processes; and to measure and report on system performance and process quality control. The ability to identify faults, determine and apply technical adjustments is essential to performance.

This unit applies to those working as operational staff with a specific responsibility for chloramination processes.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those relating to storage and handling of hazardous substances and dangerous goods.

Those undertaking this unit would work under supervision, while performing routine tasks, within a range of familiar contexts.

No licensing, legislative or certification requirements apply to unit at the time of publication.

© Commonwealth of Australia, 2025 Skills Insight

Competency Field

Treatment

Elements and Performance Criteria

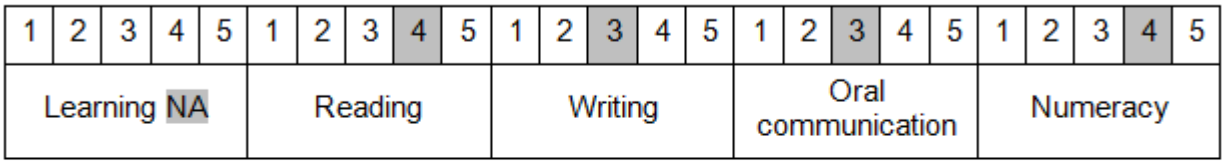
ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Monitor chloramination process performance	1.1 Conduct and analyse process tests and compare performance to plant operational requirements. 1.2 Collect samples and test chlorine residuals. 1.3 Identify and report process faults and the operational condition of plant.
2. Prepare and apply chloramination chemical dosing	2.1 Use, handle and store chemicals. 2.2 Prepare chemical dosing according to system specifications and organisational requirements. 2.3 Maintain information related to chlorine and ammonia supply and usage.
3. Operate and control chloramination processes	3.1 Carry out routine plant inspections. 3.2 Make adjustments to dosing to optimise system performance.
4. Complete documentation	4.1 Collect and record process data. 4.2 Report observations outside defined parameters for further action.

Foundation Skills

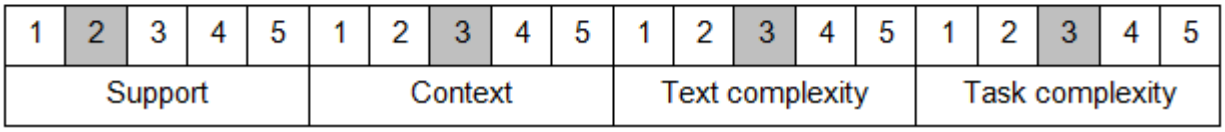
The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

© Commonwealth of Australia, 2025 Skills Insight

ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to NWP366A Monitor, operate and control chloramination disinfection processes.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for NWPTRT054 Operate and control chloramination processes

Modification History

Release	Comments
1	These Assessment Requirements were released in NWP Water Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- operating control and chemical dosing equipment
- performing chloramination process calculations including at least one of:
  - chlorine and ammonia dose rate
  - chlorine to ammonia ratio
  - dichloramine concentration
- collecting samples and conducting tests including at least one of:
  - total chlorine
  - free chlorine
  - monochloramine
  - ammonia and hypochlorite strength
  - pH
- analysing tests
- identifying and reporting process and operational faults
- monitoring chloramination systems
- making appropriate system adjustments including at least one of:
  - flow rate
  - chlorine feed rate
  - ammonia feed rate
  - chlorine to ammonia ratio
  - calibration of chemical dosing equipment
- preparing and applying chloramination chemical dosing, including at least one of:

© Commonwealth of Australia, 2025 Skills Insight

- liquefied chlorine gas
- sodium hypochlorite
- anhydrous ammonia
- aqua ammonia
- pH correcting chemicals including lime soda ash
- sodium hydroxide

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- microbiological aspects of water quality
- chloramination process theory
- chlorine and ammonia dosing equipment
- operational problems including nitrification
- lockout procedures for mechanical and electrical installations
- risk factors and potential hazards associated with chloramination processes
- equipment operation, capacity and limitations
- control and communications systems

Assessment Conditions

Competency should be assessed in an actual workplace or in a simulated environment, with access to equipment and infrastructure appropriate to the outcome. Competency should be demonstrated over time to ensure the candidate is assessed across a variety of situations.

Some components of this unit require assessment in a workplace environment therefore the unit is not suitable for fully external or electronic based assessment.

Consideration must be given to holistic assessment for this unit. Refer to advice in the companion volumes.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

NWPTRT061 Operate and control wastewater processes

Modification History

Release	Comments
1	This unit was released in NWP Water Training Package release 1.0 and meets the Standards for Training Packages. • New unit • Created drawing upon information from deleted units NWP262A, NWP263A and NWP346B

Application

This unit of competency describes the skills required to operate and control a wastewater treatment plant and report on system performance and process quality control. The ability to operate wastewater treatment processes to ensure that wastewater disposal or re use meets state or territory licensing requirements is essential to performance.

This unit applies to those working as operational staff in wastewater treatment plants with responsibility for the practical and safe operation of plant, equipment and processes.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those relating to WHS.

Those undertaking this unit would work under supervision, performing routine tasks within a familiar context.

No licensing, legislative or certification requirements apply to unit at the time of publication.

Competency Field

Treatment

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Plan and prepare for work	1.1 Determine work requirements from work specifications and plans. 1.2 Select and check equipment required to meet safety requirements of task and site. 1.3 Select, fit and use safety equipment including personal protective equipment.
2. Operate and control processes	2.1 Carry out routine plant inspections according to the type of plant. 2.2 Identify and report process faults and the operational condition of the plant. 2.3 Collect samples and conduct standard tests. 2.4 Carry out basic adjustments to improve process performance.
3. Complete documentation	3.1 Collect, record and complete process data. 3.2 Identify data that falls outside normal parameters and report for further action.

Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Learning NA					Reading					Writing					Oral communication					Numeracy					

Performance variables:

1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Support					Context					Text complexity					Task complexity				

© Commonwealth of Australia, 2025 Skills Insight

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Range of Conditions

Current processes include:	• primary processes:
	  • screening
	  • grit removal
	  • primary sedimentation
	  • odour control
	• secondary processes:
	  • activated sludge
	  • nutrient removal
	  • trickling filters
	  • lagoons
	• tertiary processes:
	  • lagoons
	  • clarification
	  • membrane filters
	  • granular filters
	  • disinfection
	• solids management:
	  • aerobic/anaerobic
	  • dewatering
	  • gas management
	  • thickening

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for NWPTRT061 Operate and control wastewater processes

Modification History

Release	Comments
1	These Assessment Requirements were released in NWP Water Training Package release 1.0 and meet the Standards for Training Packages.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. The candidate must be assessed in at least one of the processes listed in the Range of Conditions. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- conducting routine plant inspections
- interpreting safety data sheets (SDS)
- applying basic mathematical formulae
- completing logs
- determining chemical dosing requirements

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- sources of wastewater
- water cycle
- basic hydraulics and organic loading in wastewater plants
- basic chemistry and microbiology
- types of components
- relevant technologies
- weather influence on wastewater plants
- odour control
- physical, chemical and microbiological characteristics and operating principles relating to wastewater treatment
- reasons for wastewater treatment
- types of wastewater treatment plant processes

© Commonwealth of Australia, 2025 Skills Insight

- major chemicals and equipment used
- risk factors and potential hazards relating to wastewater treatment
- chemical and biological principles that form the basis of wastewater treatment
- chemical dosing processes
- relevant guidelines and standards
-

Assessment Conditions

Competency should be assessed in an actual workplace or in a simulated environment, with access to equipment and infrastructure appropriate to the outcome. Competency should be demonstrated over time to ensure the candidate is assessed across a variety of situations.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

NWPTRT062 Operate and control reclaimed water irrigation

Modification History

Release	Comments
1	This unit was released in NWP National Water Training Package release 1.0 and meets the Standards for Training Packages. This unit supersedes and is equivalent to NWP362B Monitor, operate and control reclaimed water irrigation. • Unit code updated • Content and formatting updated to comply with the new standards • All PC transitioned from passive to active voice • Unit title changed to better reflect unit outcomes

Application

This unit describes the skills required to operate and control reclaimed water irrigation and the use of reclaimed water for irrigation practices.

This unit applies to those working as staff members with a specific responsibility for analysing the critical aspects of reclaimed water reuse management relating to a project or site and implementing reclaimed water reuse irrigation.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit would work under indirect supervision, performing routine tasks in a familiar context, ensuring minimum damage to the environment.

No licensing, legislative or certification requirements apply to unit at the time of publication.

Competency Field

Treatment

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

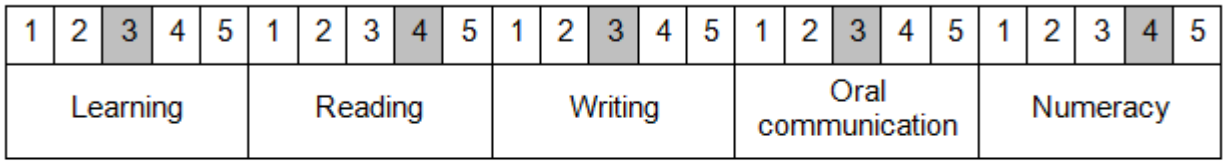
ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section.
1. Assess sites for reclaimed water irrigation	1.1 Identify soil/water interactions and soil properties important for plant growth. 1.2 Identify soil sampling sites, collect samples and conduct soil testing. 1.3 Classify soils using field texture, pH and structure analysis. 1.4 Monitor and determine the water holding capacity of the soil.
2. Assess quality of reclaimed water for irrigation	2.1 Sample and test reclaimed water and interpret quality parameters. 2.2 Determine crops suitable for the quality of reclaimed water and site conditions.
3. Implement reclaimed water irrigation	3.1 Identify basic features of irrigation systems. 3.2 Operate and maintain irrigation equipment. 3.3 Identify and apply irrigation scheduling options for reclaimed water. 3.4 Produce water budgets using crop factors and climate data. 3.5 Apply irrigation water and collect and monitor tail water or runoff.
4. Respond to water or soil quality issues	4.1 Develop irrigation management options to respond to water quality issues. 4.2 Identify and apply requirements and options for soil ameliorants. 4.3 Monitor infiltration and drainage.
5. Compile reclaimed water irrigation records	5.1 Compile reports from system data. 5.2 Report observations outside defined parameters for further action.

Foundation Skills

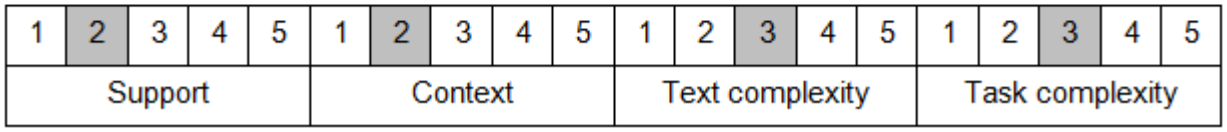
The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

© Commonwealth of Australia, 2025 Skills Insight

ACSF levels indicative of performance:



Performance variables:



Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

Unit Mapping Information

This unit supersedes and is equivalent to NWP362B Monitor, operate and control reclaimed water irrigation.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for NWPTRT062 Operate and control reclaimed water irrigation

Modification History

Release	Comments
1	These Assessment Requirements were released in NWP National Water Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- monitoring and managing soil
- solving operational problems
- accessing, interpreting and applying relevant legislation
- apply environmental policies, plans and procedures
- assessing environmental risks at the work site
- identifying soil groups
- using safety and personal protective equipment
- sampling and testing soil and water
- monitoring, operating and controlling reclaimed water irrigation
- analysing critical aspects of reclaimed water reuse management relating to the project or site
- implementing reclaimed water reuse irrigation
- identifying environment, health and safety risks and impact on soil, stock and operators
- applying environmental procedures
- participating in and contributing to reviews of reclaimed water reuse procedures

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- key principles of irrigation practices, including irrigation scheduling

© Commonwealth of Australia, 2025 Skills Insight

- key characteristics of reclaimed water
- relevant legislative requirements
- standard operating procedures
- primary agencies involved in drinking water quality management
- water quality performance indicators
- an overview of the water supply system
- water hazardous agents and preventative strategies
- community and agency roles and responsibilities in monitoring water quality
- best management practices for the use of reclaimed water for irrigation purposes
- reclaimed water usage licensing procedures and requirements
- environmental, landscape and ground structure of work area
- equipment operation, capacity and limitations
- effects of weather and conditions on operation of site or plant
- interpretation and use of material safety data sheets
-

Assessment Conditions

Competency should be assessed in an actual workplace or in a simulated environment, with access to equipment and infrastructure appropriate to the outcome. Competency should be demonstrated over time to ensure the candidate is assessed across a variety of situations.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=26336bc0-04e5-49d9-8c31-46c49b6a0037

© Commonwealth of Australia, 2025 Skills Insight

PSPREG412A Gather and manage evidence

Modification History

Release	TP Version	Comments
3	PSP12V1	Unit descriptor, evidence guide and range statement edited.
2	PSP04V4.2.	Layout adjusted. No changes to content.
1	PSP04V4.1	Primary release.

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to undertake all activities involved in gathering and managing evidence. It includes planning and activating evidence collection, identifying persons of interest, collecting and storing evidence, and summarising and reporting on evidence.

Licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Application of the Unit

This unit applies to individuals in a range of regulatory work environments whose role includes gathering and managing physical or documentary evidence from a range of sources such as search and seizure activities, online research, interviews with persons of interest, audits

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

© Commonwealth of Australia, 2025 Skills Insight

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements are the essential outcomes of the unit of competency.	Together, performance criteria specify the requirements for competent performance. Text in ***bold italics*** is explained in the Range Statement following.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Plan and activate evidence collection	1.1 ***Evidence*** requirements are researched to establish the type and standard of evidence and ***resources*** required when the size of investigation and/or type of offence/s require this. 1.2 Approval to commence investigation is obtained in accordance with organisational policy and procedures. 1.3 Plan of action is agreed in accordance with organisational policy and procedures, and communication and review processes are established. 1.4 Evidence recording process is put in place in accordance with organisational guidelines and legislative requirements.
2. Identify persons of interest	2.1 Possible witnesses are identified, located and contacted to request that they provide information. 2.2 Particulars of witness/es are documented according to correct evidentiary procedures. 2.3 ***Responsible parties*** are identified, located and their ***particulars*** are recorded in accordance with correct evidentiary procedures. 2.4 Responsible parties are contacted for interview in accordance with organisational procedures and legislative requirements, and informed of the nature of the investigation, if required by law.
3. Collect and store evidence	3.1 ***Authority to search*** is obtained/verified, involving other organisations where necessary. 3.2 Evidence is identified, ***collected***, ***labelled***, recorded and preserved according to exhibit management principles for later use in proceedings. 3.3 Evidence is ***managed*** in accordance with the principles of continuity of possession, ***legislation and standards***. 3.4 Corroboratory evidence is collected, documented and preserved. 3.5 ***Expert*** skills and knowledge are accessed when necessary to

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	further assist staff in areas where they cannot or are not authorised to act.
	3.6 Constant review is implemented during evidence collection to enable gaps and inadequacies to be addressed in accordance with organisational policy and procedures.
4. Summarise and report on evidence	4.1 Verbal and written summaries/***reports*** are made in accordance with legislative and organisational requirements.
	4.2 Outcomes of investigation are entered into data management systems according to organisational guidelines.

Required Skills and Knowledge

This section describes the essential skills and knowledge and their level, required for this unit.

Skill requirements

Look for evidence that confirms skills in:

- organising and problem solving
- liaising and negotiating
- communicating with people from diverse backgrounds
- responding to diversity, including gender and disability
- making comparisons and exercising judgment about facts in written materials
- report writing using formal structures and language
- applying public sector standards and legislation such as occupational health and safety and environment in the context of gathering and managing evidence

Knowledge requirements

Look for evidence that confirms knowledge and understanding of:

- rules of evidence relevant to the jurisdiction
- evidence legislation relevant to the jurisdiction
- legislation which contains the offence/s under investigation
- document management systems
- exhibit management principles
- organisational policies, guidelines and regulations
- equal employment opportunity, equity and diversity principles
- public sector legislation such as occupational health and safety and environment relating to gathering and management of evidence

© Commonwealth of Australia, 2025 Skills Insight

Evidence Guide

The Evidence Guide specifies the evidence required to demonstrate achievement in the unit of competency as a whole. It must be read in conjunction with the Unit descriptor, Performance Criteria, the Range Statement and the Assessment Guidelines for the Public Sector Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

In addition to integrated demonstration of the elements and their related performance criteria, look for evidence that confirms consistency of performance in gathering and managing evidence.

This will include evidence of:

planning for, collecting, storing and reporting on evidence (including through interview) for at least three actual or simulated siatuions on three separate occasions or for three different situations/contexts

adhering to legal, ethical and organisational requirements relating to gathering and managing evidence.

Context of specific resources for assessment

Assessment must ensure access to a real or simulated workplace environment that closely resembles normal work practice and replicates the range of conditions likely to be encountered while gathering and managing evidence, including coping with difficulties, irregularities and breakdowns in routine.

Access is required to resources such as:

- applicable legislation, policies and procedures
- case studies and workplace scenarios to capture the range of requirements for situations likely to be encountered

Method of assessment

Assessment methods suitable for valid and reliable assessment of this unit of competency may include, but are not limited to, a combination of 2 or more of:

- case studies
- demonstration
- observation
- written or oral questions
- scenarios
- simulation or role plays
- authenticated evidence from the workplace and/or training courses

Guidance information for assessment

Assessment methods should reflect workplace demands, such as literacy, and the needs of particular groups, such as:

- people with disabilities
- people from culturally and linguistically diverse

© Commonwealth of Australia, 2025 Skills Insight

backgrounds
- Aboriginal and Torres Strait Islander people
- women
- young people
- older people
- people in rural and remote locations

Range Statement

The Range Statement provides information about the context in which the unit of competency is carried out. The variables cater for differences between States and Territories and the Commonwealth, and between organisations and workplaces. They allow for different work requirements, work practices and knowledge. The Range Statement also provides a focus for assessment. It relates to the unit as a whole. Text in ***bold italics*** in the Performance Criteria is explained here.

Evidence may include:
- real, oral, computer data or documentary
- photographic or video
- new evidence which results in reopening an investigation
- requirements identified in an evidence guide or evidence matrix

Establishing resource requirements may require:
- an estimate of the costs of gathering evidence

Responsible parties may include:
- suspects
- alleged offenders
- obligation holders
- employers
- principal contractors
- owners
- operators

Particulars of responsible parties may include:
- personal details
- identification of assets and entitlements for criminal or civil recovery purposes

Authority to search may include:
- warrant already issued
- no requirement for search warrant under powers of enabling legislation
- affidavit
- confirming the legal basis for the search and seizure

© Commonwealth of Australia, 2025 Skills Insight

	• appropriate information to ground a warrant • requirement to obtain search/seizure warrant before proceeding • organisational approval/s to undertake search and seizure • completion/submission of organisational documents relating to planned search and seizure • the need for assistance from other agencies/jurisdictions • referral to other agencies
Evidence collection may include:	• voluntary submission • acquisition through legislative powers • following new lines of inquiry suggested during the process of gathering evidence • cautions • safeguards
Labelling of evidence may include:	• date • time • location • details of person/s giving the evidence • person/s collecting the evidence
Evidence management may include:	• systematic recording (such as dating and numbering) • indexing and labelling system • using written or electronic database systems • referral to prosecution organisations at any stage • constant reviews during an investigation • restricting access to evidence • and must follow the principals of chain of evidence/rules of evidence
Legislation and standards may include:	• relevant Commonwealth/State/Territory legislation and guidelines • ethical and conduct standards • judicial standards which must be followed in evidence collection to ensure the continuity of possession and admissibility of the evidence • organisational policies and procedures

Expert skills and knowledge may include:	• police, other law enforcement agencies
	• private provider
	• standards setting organisation
	• input such as:
	  • search warrant
	  • surveillance

© Commonwealth of Australia, 2025 Skills Insight

- scientific analysis

Reports may be:

- to finalise case
- to inform team members and management
- to refer to other sections or organisations
- to prepare for final summation in proceedings
- edited and security coded for a particular audience

Unit Sector(s)

Not applicable.

Competency field

Regulatory.

© Commonwealth of Australia, 2025 Skills Insight

SIRRINV001 Receive and handle retail stock

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to receive and store retail stock. It requires the ability to check stock quality and quantity against order requirements; store or present stock correctly; and maintain cleanliness of stock-handling areas.

This unit applies to all retail sectors and business sizes from large format stores to small independents. It applies to frontline personnel who have limited autonomy and work under close supervision and guidance of others in frontline operational roles. However; in smaller retail businesses, senior personnel also undertake this function.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Inventory

Unit Sector

Retail

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Maintain stock handling and storage	1.1.Maintain cleanliness of stock handling and storage areas. 1.2.Ensure correct environmental conditions for storage of

© Commonwealth of Australia, 2025 Skills Insight

areas.	perishable and other stock to prevent loss or damage as required. 1.3. Remove and dispose of waste to minimise safety risks and environmental impacts. 1.4. Report hazards and potential hazards to relevant personnel to minimise safety risks.
2. Accept stock delivery.	2.1. Check incoming stock quantities against order documentation. 2.2. Inspect incoming stock quality, and accurately report quality issues or damage to relevant personnel. 2.3. Record stock delivery, and report discrepancies with orders as required. 2.4. Unpack and handle stock according to manufacturer instructions and safe manual handing techniques to avoid personal health risk and stock damage. 2.5. Store or display stock promptly in designated location.
3. Replenish stock levels.	3.1. Rotate, replenish and present stock according to organisational requirements for stock levels. 3.2. Record stock waste or shrinkage according to organisational procedures. 3.3. Maintain optimal stock levels on retail shop floor.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

Reading skills to:	• interpret:
	  • plain English documents that outline organisational policies and procedures for stock control
	  • basic order and delivery documentation and stock labels.

Numeracy skills to:	• calculate stock levels.
Planning and organising skills to:	• complete stock control activities in a logical and time efficient sequence.
Technology skills to:	• use stock control technology to aid stock control processes.

Unit Mapping Information

No equivalent unit.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for SIRRINV001 Receive and handle retail stock

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- follow organisational policies and procedures, safe work practices and manufacturer instructions to perform each of the following stock control procedures:
  - receive and process incoming stock
  - store retail stock
  - maintain retail stock levels
  - maintain stock delivery records
- follow organisational stock control policies and procedures to process stock in each of the following situations:
  - stock quality is poor
  - stock quantity errors
  - incorrect stock is delivered
- maintain stock handling and storage areas, according to organisational policies and procedures, when completing the above stock control activities.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in the elements and performance criteria of this unit:

- principles of stock control procedures:
  - rotation and replenishment
  - product life cycle
- organisational stock control policies and procedures for:
  - receiving stock from suppliers
  - recording incoming stock
  - recording and reporting stock discrepancies and quality issues
  - recording stock waste and shrinkage
  - stock quality standards
  - unpacking, storage and display of stock
  - damaged or missing stock

© Commonwealth of Australia, 2025 Skills Insight

- key features of retail products that relate to handling and storage:
  - handling techniques to minimise damage
  - general care
  - optimum storage conditions
  - features of damaged or spoiled stock
  - correct disposal methods
- safe manual handing techniques for moving and storing retail stock
- relevant legislation and standards relevant to receiving and storing retail stock.

Assessment Conditions

Skills must be demonstrated in a retail environment. This can be:

- an industry workplace
- a simulated industry environment.

Assessment must ensure use of:

- manufacturer instructions for stock handling and storage
- organisational policies and procedures for stock handling and control
- retail stock display areas
- range of retail stock
- stock control documentation
  - delivery dockets
  - orders
  - reporting documentation
- stock receiving bay or area
- stock storage areas
- assessment activities that allow the individual to:
  - work within commercial speed, timing and productivity
  - manage tasks and contingencies in the context of the job role.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d

© Commonwealth of Australia, 2025 Skills Insight

SIRRINV002 Control stock

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to process stock orders, maintain stock levels, minimise stock losses, manage stocktakes and maintain all documents that relate to the administration of any type of stock.

This unit applies to individuals responsible for stock control. They work within organisational systems and procedures, but make decisions about stock administration and may have responsibility for others.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Inventory

Unit Sector

Retail

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Monitor stock receipt and dispatch.	1.1. Implement organisational policies and procedures for receipt, dispatch and secure storage of stock. 1.2. Allocate tasks and monitor staff to ensure organisational procedures are followed, and documentation is completed

© Commonwealth of Australia, 2025 Skills Insight

	correctly. 1.3. Confirm that stock quantity and quality inspections on receipt meet organisational standards. 1.4. Act on variations to quantity and quality of delivered stock. 1.5. Supervise safe stock handling and storage.
2. Maintain stock records.	2.1. Monitor stock and maintain stock at required levels. 2.2. Maintain, monitor and adjust stock reorder cycles as required. 2.3. Provide clear information to team members about individual stock recording responsibilities. 2.4. Maintain stock storage and movement records. 2.5. Record and report stock discrepancies. 2.6. Monitor stock performance and identify and report fast and slow-selling items.
3. Process and follow up orders.	3.1. Process and raise stock orders according to organisational procedures. 3.2. Monitor delivery of stock to ensure agreed deadlines and inventory requirements are met. 3.3. Liaise with suppliers to ensure continuity of supply. 3.4. Resolve routine supply problems or refer to appropriate personnel for action. 3.5. Distribute stock within the organisation according to required allocations. 3.6. Handle routine supply problems or refer to management as required by store policy.
4. Minimise stock losses.	4.1. Regularly check storage of stock and ensure its protection. 4.2. Identify, record and report stock losses. 4.3. Identify avoidable losses and establish reasons for them. 4.4. Recommend solutions and implement procedures to prevent future losses.
5. Coordinate stocktake or cyclical count.	5.1. Explain procedures for stocktake and cyclical counts to team members. 5.2. Allocate stocktaking tasks to individual team members ensuring effective use of staff resources to complete task. 5.3. Provide team members with clear directions for performance of each task. 5.4. Produce accurate reports for management on stocktake data, including discrepancies.

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS	DESCRIPTION
Reading skills to:	• interpret supplier purchasing agreements, purchase orders, records of incoming stock and organisational policies and procedures for stock control.

Numeracy skills to:	• calculate:
	  • supplier costs and complex order costs
	  • complex details of stock on hand and stock losses and produce complex numerically-based reports
	• reconcile incoming stock and invoices against purchase orders.

Technology skills to:	• use business technology for inventory management.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for SIRRINV002 Control stock

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- maintain and order stock across one stock cycle according to organisational procedures using all of the following stock processes:
  - receipt
  - dispatch
  - ordering
  - stock level monitoring
  - records maintenance
- produce three different stock control reports
- organise and coordinate one stocktake or cyclical count
- provide clear and correct information to team members involved in stock control processes.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- organisational policies and procedures for:
  - receipt and dispatch of goods, including inspection for quantity and quality
  - stock ordering and reordering
  - stock replenishment
  - stock rotation
  - reporting of stock discrepancies, damage and loss
  - safe transport, handling and storage of goods
  - stock control
  - stocktaking and cyclical counts
  - pricing, labelling and packaging
  - stock security
- key aspects of legislation and codes of practice relevant to stock control:
  - Australian Consumer Law
  - Work Health and Safety (WHS)

© Commonwealth of Australia, 2025 Skills Insight

  - manual handling
  - licensing for mechanical movement of stock
- principles of stock control:
  - rotation and replenishment
  - product life cycle
- impact of business planning and sales forecasts on stock control
- types of stock control systems used in the sector
- reasons for stock loss and damage and methods to control these and protect stock.

Assessment Conditions

Skills must be demonstrated in a retail environment. This can be:

- an industry workplace
- a simulated industry environment.

Assessment must ensure access to:

- current plain English regulatory documents distributed by government regulators outlining key aspects of legislation and codes of practice relevant to stock control as listed in Knowledge Evidence
- a computerised stock control system
- stock for use in stock control activities
- organisational policies and procedures for stock control
- team members; these can be:
  - individuals in an industry workplace, or
  - individuals who participate in role plays or simulated activities, set up for the purpose of assessment, in a simulated industry environment.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d

© Commonwealth of Australia, 2025 Skills Insight

SIRRMER003 Coordinate visual merchandising activities

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to coordinate store visual merchandising activities and ensure adherence to organisational standards, policies and procedures for the display of merchandise.

It applies to individuals working in frontline roles in a diverse range of retail industry sectors and business contexts that display retail products for sale. They operate with independence and under limited supervision and guidance from others, and within established organisational policies and procedures.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Merchandising

Unit Sector

Retail

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Coordinate visual merchandise requirements.	1.1. Access and interpret organisational visual merchandising guidelines, and policies and procedures. 1.2. Communicate visual merchandising standards and display

© Commonwealth of Australia, 2025 Skills Insight

	requirements to team members. 1.3. Plan appropriate timing for producing and dismantling visual merchandise displays. 1.4. Communicate roles and responsibilities for visual merchandising to team members. 1.5. Plan and coordinate promotional and special event displays as directed by management.
2. Supervise visual merchandise activities.	2.1. Supervise construction and maintenance of displays to achieve balance and visual impact. 2.2. Ensure display information accurately depicts product or service being promoted. 2.3. Ensure displays are completed with minimum disruption to customer service and traffic flow. 2.4. Ensure displays meet organisational standards and visual merchandise guidelines. 2.5. Regularly monitor replenishment of merchandise and rotation of stock and take action to ensure optimal stock levels as required.
3. Review impact of visual merchandise activities.	3.1. Evaluate promotions or special event displays and determine impact on sales results. 3.2. Report on visual merchandising activities to relevant personnel and make suggestions for improvements as required.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS	DESCRIPTION
Problem solving skills to:	• overcome difficulties relevant to the display of merchandise.

Unit Mapping Information

No equivalent unit.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for SIRRMER003 Coordinate visual merchandising activities

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- follow merchandising display guidelines, and organisational policies and procedures to coordinate visual merchandise activities for two of the following:
  - an existing merchandise range
  - a new merchandise range
  - a seasonal merchandise range
  - a promotional event
  - discounted merchandise
- for each of the above visual merchandising activities:
  - communicate requirements with team members
  - monitor visual merchandising displays and standards
- report on the effectiveness of the above merchandising activities.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- organisational policies and procedures for:
  - merchandise labelling and pricing
  - required stock levels
  - merchandise rotation and replenishment
- organisational visual merchandise standards and guidelines and their application to visual merchandising activities
- key aspects of relevant industry codes of practice, legislation and statutory requirements for coordinating merchandise presentation:
  - Australian Consumer Law
  - Work Health and Safety (WHS)
- objectives and use of visual merchandise displays
- interpretation of scaled versions of store design, layout and fixture placements
- techniques for creating effective visual merchandise displays:
  - types of displays and their impact

© Commonwealth of Australia, 2025 Skills Insight

    - display location
    - display lighting
    - display signage
- fundamental elements and principles of visual design and their use in the display and merchandise of products
- commercial impact of incorrect pricing both favourable and unfavourable:
    - customer complaints
    - profitability
- safe work practices for displaying merchandise with particular emphasis on:
    - safe use of equipment
    - safe manual handling techniques for bending, lifting and shifting heavy items
- product knowledge relevant to visual merchandise activities:
    - price
    - features
    - benefits.

Assessment Conditions

Skills must be demonstrated in a retail environment. This can be:

- an industry workplace
- a simulated industry environment.

Assessment must ensure access to:

- retail merchandise
- display areas
- retail display equipment and props
- product labels and price tickets
- ticketing and pricing equipment
- relevant documentation:
    - organisational visual merchandise display guidelines
    - organisational policies and procedures for:
        - merchandise labelling and pricing
        - required stock levels
        - merchandise rotation and replenishment
    - relevant industry codes of practice, legislation and statutory requirements for coordinating merchandise presentation:
        - Australian Consumer Law
        - Work Health and Safety (WHS)
- team members; these can be:
    - individuals in an industry workplace, or

© Commonwealth of Australia, 2025 Skills Insight

- individuals who participate in role plays or simulated activities, set up for the purpose of assessment, in a simulated industry environment.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d

© Commonwealth of Australia, 2025 Skills Insight

SIRRRTF001 Balance and secure point-of-sale terminal

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to balance and reconcile a register or terminal in a retail environment, clear registers, count money, calculate non cash transactions, and reconcile and record takings.

It applies to individuals working in frontline operational roles in a diverse range retail industry sectors and business contexts. They operate with some independence under general supervision and guidance from others, and within established organisational policies and procedures.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Retail Financials

Unit Sector

Retail

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Balance and secure takings.	1.1. Perform register or terminal balance at designated times. 1.2. Separate cash float from takings prior to balancing and secure takings.

© Commonwealth of Australia, 2025 Skills Insight

	1.3. Supply change to register or terminal and accurately record. 1.4. Obtain and interpret register or terminal reading or print-out. 1.5. Secure cash and non cash documents according to organisational procedures.
2. Reconcile takings.	2.1. Count cash accurately. 2.2. Calculate non cash documents accurately. 2.3. Determine balance between register or terminal reading and sum of cash and non cash transactions. 2.4. Investigate or report discrepancies between register or terminal reading and sum of cash and non cash transactions to relevant personnel. 2.5. Record takings and file records according to organisational procedures.

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for SIRRRTF001 Balance and secure point-of-sale terminal

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- consistently apply organisational policies and procedures to:
  - balance a register or terminal on three occasions with complete accuracy
  - reconcile three different sets of takings comprising both cash and non-cash with complete accuracy
  - identify and resolve three different types of balancing discrepancies
  - process three different types of takings according to organisational policies and procedures.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- role and importance of the balancing process
- techniques for identifying and resolving discrepancies
- functions and procedures for operating point-of-sale equipment:
  - opening and closing
  - balancing
  - clearance of terminal and transference of tender
  - recording takings
  - consumables required by system
  - security
- cash handling procedures:
  - counting cash
  - handling cash floats
  - change required, denominations of change and tendering change
  - security
- organisational policies and procedures for non-cash transactions:
  - credit cards
  - EFTPOS

© Commonwealth of Australia, 2025 Skills Insight

  - vouchers
- organisational policies and procedures for:
  - exchanges
  - refunds
  - lay-by
  - cash handling
  - cash float
  - operation of point-of-sale equipment
  - register or terminal balance
  - security of cash and non cash transactions.

Assessment Conditions

Skills must be demonstrated in a retail environment. This can be:

- an industry workplace
- a simulated industry environment.

Assessment must ensure access to:

- organisational policies and procedures related to point-of-sale
- point-of-sale equipment and consumables
- financial transaction documentation for non-cash sales
- cash
- assessment activities that allow the individual to work with commercial speed, timing and productivity.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d

© Commonwealth of Australia, 2025 Skills Insight

SIRXCLM402 Manage store facilities

Modification History

The version details of this endorsed unit are in the table below. The latest information is at the top.

Release	Comments
First Release	This is a revised unit, based on and equivalent to SIRXCLM002A Manage store facilities.

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to manage store facilities in a retail environment. It involves managing the store maintenance and housekeeping program, negotiating and monitoring maintenance contracts, and identifying and locating facilities requirements.

The unit covers the application of store policies and relevant legislation to the planning, coordination and implementation of activities associated with monitoring and maintaining premises, fittings, fixtures and equipment in a retail environment.

Application of the Unit

This unit applies to staff with managerial responsibility in a retail environment.

Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

Nil

Employability Skills Information

This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

Element	Performance Criteria
Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
1. Manage store maintenance program.	1.1. Monitor and maintain premises, fittings, fixtures and equipment, according to ***store policy and procedures*** and ***relevant legislation***. 1.2. Identify deficiencies in store maintenance procedures and take remedial action as required. 1.3. Obtain ***expert or specialist advice*** as required, according to store policy. 1.4. Initiate contingency plan within scope of authority in the event of maintenance problems.
2. Manage retail equipment maintenance.	2.1. Develop and implement procedures to ensure retail equipment is maintained according to store policy. 2.2. Monitor and implement maintenance program for retail equipment, according to manufacturer design specifications and store policy. 2.3. Identify and rectify equipment faults where possible, without undue delay. 2.4. ***Report*** equipment faults or failures, according to service agreements and store policy.
3. Negotiate maintenance contracts.	3.1. Negotiate maintenance ***contracts*** with contractors and suppliers according to store policy and procedures. 3.2. Negotiate and implement contract terms and conditions to maximise benefits for the store, and communicate to ***relevant personnel***. 3.3. Monitor maintenance procedures to ensure products and tasks meet contract specifications.
4. Identify facilities and space requirements.	4.1. Identify facilities and space requirements to reflect business needs and volume, according to store policy and budget requirements. 4.2. Locate suitable facilities and space to facilitate expansion or change of use in line with store policy and procedures. 4.3. Consult, as required, with senior manager or business owner to determine optimum strategy for store space and location.

© Commonwealth of Australia, 2025 Skills Insight

4.4. Maximise use of space, with consideration to existing configuration, to optimise the merchandising of existing and incoming stock.

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required skills

- communication and interpersonal skills to:
  - ask questions to identify and confirm requirements
  - ensure listening and understanding
  - negotiate contracts and relay contractual requirements to staff
  - obtain expert or specialist advice
  - report faults
  - share information
  - use and interpret non-verbal communication
  - use language and concepts appropriate to cultural differences
- negotiation skills to negotiate maintenance contracts with contractors and suppliers
- literacy and numeracy skills to:
  - apply accounting processes and record data
  - develop, document and record procedures
  - estimate measurements and volumes
  - maintain records
  - read and interpret manufacturer instructions
  - work within a budget

Required knowledge

- store policy and procedures in regard to:
  - maintenance of store facilities
  - maintenance of retail equipment
- maintenance contract terms and options
- contract specifications
- relevant legislation and statutory requirements relating to managing store facilities, including:
  - work health and safety (WHS) legislation
  - food safety legislation and regulations
- relevant industry codes of practice relating to managing store facilities
- principles and techniques in:

© Commonwealth of Australia, 2025 Skills Insight

- monitoring performance of contracts
- negotiating, in particular contract negotiation
- interpersonal communication

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- plans, coordinates and implements activities associated with monitoring and maintaining premises, fittings, fixtures and equipment according to store policy and procedures
- initiates contingency plans in response to maintenance problems as required
- proactively negotiates, monitors and implements maintenance contracts according to store policy and procedures
- identifies and uses space and facilities effectively
- evaluates and reports on effectiveness of maintenance contracts.

Context of and specific resources for assessment

Assessment must ensure access to:

- a retail work environment
- relevant documentation, such as:
  - maintenance contracts
  - store policy and procedures on maintenance of facilities, and contract negotiation
  - relevant legislation and statutory requirements
  - WHS
  - legislation and industry codes of practice
- a team
- equipment and technology.

Method of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- observation of performance in the workplace
- case study or research report
- written or verbal questioning to assess knowledge and understanding

© Commonwealth of Australia, 2025 Skills Insight

	• review of portfolios of evidence and third-party workplace reports of on-the-job performance.
Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the individual, accessibility of the item, and local industry and regional contexts) may also be included.

Store policy and procedures in regard to:	• store maintenance • facilities management • reporting mechanisms • WHS • food safety.
Relevant legislation may include:	• federal, state or territory and local legislation • food safety regulations • WHS.
Expert or specialist advice may be sought regarding:	• point-of-sale terminals • EFTPOS terminals • computers, scanners and printers • pricing equipment • electronic bar coding equipment • portable data entry • electronic ordering equipment • wrapping and packing equipment • equipment for carrying or moving merchandise • equipment for storage of merchandise, including refrigerators • weighing machines • thermometers • security tag systems • trolley return equipment • fixtures and fittings • food preparation equipment.
Faults may be ***reported***:	• verbally • in writing • by email • to service personnel

© Commonwealth of Australia, 2025 Skills Insight

- to contractors
- to relevant managers
- to supervisor.

Contracts:

- may be negotiated internally and externally
- may involve:
  - quality standards
  - building maintenance services
  - cleaning
  - security
  - electrical services
  - plumbing services
  - equipment maintenance.

Relevant personnel may include:

- managers
- supervisors
- specialist staff.

Unit Sector(s)

Cross-Sector

Competency Field

Cleaning and Maintenance

© Commonwealth of Australia, 2025 Skills Insight

SIRXEBS001A Acquire and retain online customers

Modification History

The version details of this endorsed unit are in the table below. The latest information is at the top.

Release	Comments
Second Release	Editorial updates

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required by a retail or wholesale business to enhance customer sales and relationships through adoption of an online strategy.

Application of the Unit

This unit applies to team members who perform market analysis and establish data collection and processing tools to determine current and future online service and sales strategies for maximising sales and service delivery and online customer retention.

Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

Nil

Employability Skills Information

This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

Elements	Performance Criteria
Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
1. Develop an electronic sales strategy.	1.1.Determine online ***sales strategy***. 1.2.Confirm performance indicators for online sales strategy. 1.3.Set online sales budget. 1.4.Establish ***mechanisms to collate and report*** online sales data. 1.5.Maximise conversion of ***customer contact*** into improved sales through an online sales strategy.
2. Develop an electronic service strategy.	2.1.Establish impact of online service strategy on market share. 2.2.Assess impact of service strategy on ***suppliers***. 2.3.Assess appropriateness of the existing product and service profile and range as part of the online service strategy. 2.4.Determine means to acquire ***customers*** online. 2.5.Determine means to improve retention of ***online customers***. 2.6.Establish revenue benefits of an online service strategy. 2.7.Determine means to use ***information and communication technologies*** to improve customer satisfaction.
3. Optimise retail web presence.	3.1.Integrate sales and service strategies. 3.2.Confirm customer segments. 3.3.Determine personal preferences and needs of customers within market segment on an ongoing basis. 3.4.Establish pricing rules for online products and services. 3.5.Ensure web presence attracts target customers. 3.6.Construct ***web presence*** and systems to permit customer preferences and needs to be determined in an ongoing manner.
4. Build relationships with online customers.	4.1.Analyse customer relationship management systems and models. 4.2.Manage online relationships to retain customers. 4.3.Manage sales and service strategies to reinforce relationships with online customers. 4.4.Collect ***diagnostic data*** to support the delivery of services to meet customer behaviours and expectations. 4.5.Share ***strategic data*** on customer behaviour with vendors and web designers.

© Commonwealth of Australia, 2025 Skills Insight

4.6.Optimise loyalty of online customers.

Required Skills and Knowledge

This section describes the essential skills and knowledge and their level, required for this unit.

Required skills

- analytical skills to:
  - determine online customer preferences and needs
  - seek out value adding opportunities
  - identify special events and anticipating customer demands
- planning and management skills to:
  - benchmark the positioning of major competitors for online sales and services
  - establish systems to measure the ability of online strategies to meet specific customer requests and preferences
  - implement joint online sales and service plans with business partners
  - develop online sales and service reports
  - provide recommendations for improving online sales and service
- literacy and numeracy skills to:
  - interpret diagnostic and strategic marketing data
  - generate reports

Required knowledge

- customer relationship management systems
- data collection and processing technologies, techniques and tools
- means to share data with suppliers and business partners, according to legal provisions and business policies
- impact of sales and service systems on operational cost efficiencies
- impact of online customer retention and retrieval strategies on revenue
- analysis and reporting requirements for a range of online customer sales and service strategies
- strategies that reinforce online service relationships
- business policy and procedures that can hinder capacity of online systems to meet customer preferences
- relevant privacy, world wide web standards, commercial law and legislation

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the

© Commonwealth of Australia, 2025 Skills Insight

performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- sales and service targets are set according to all factors affecting online markets and product or service delivery
- online market share is determined and maximised through implementation of agreed strategy
- accurate and careful research on the basis for online positioning
- analysis of the impact of web presence on business relationships
- online sales and service strategy designed to maximise customer retention and brand loyalty
- online customers preferences are identified
- establishes data collection and processing tools and techniques than can determine current and future online service and sales strategies.

Context of and specific resources for assessment

Assessment must ensure access to:

- a real or simulated work environment
- relevant documentation, such as:
  - business and marketing plans
  - industry codes of practice
  - information and performance data on existing business model and IT infrastructure
- information on:
  - markets
  - competitors
  - products and services
  - suppliers
  - new technology.

© Commonwealth of Australia, 2025 Skills Insight

Methods of assessment	A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit: • observation of performance in the workplace • a role play • a research report • third-party reports from a supervisor • customer feedback • written or verbal questioning to assess knowledge and understanding • review of portfolios of evidence and third-party workplace reports of on-the-job performance.
Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the performance criteria is detailed below.

Sales strategy may vary according to:	• product or service range • marketing focus • target market • duration of campaign • business policy and procedures in regard to selling products and services • form of web presence and level of e-commerce readiness • current and emerging applications and technology • territory coverage • industry codes of practice • market position • planning cycles and timing • cost and price analysis.
Mechanisms to collate and report online sales data may include:	• online traffic monitors • online customer registration • inventory tracking • online customer account management.
Customer contact may occur	• email • post

© Commonwealth of Australia, 2025 Skills Insight

via:	• newsletters • telephone • face-to-face.
Arrangements with ***suppliers*** may relate to:	• commercial enterprises • public agencies or organisations • governments • community and not-for-profit organisations • internal • delivery of products • provision of services • maintenance and support agreements • leasing agreements and consultancies • research and development.
Customers may include:	• new or repeat contacts • internal and external contacts • customers with routine or special requests • people from a range of social, cultural and ethnic backgrounds and with varying physical and mental abilities • business customers or individuals • domestic or international customers.
Means to retain or acquire ***online customers*** may include consideration of:	• retention campaigns and programs • resource planning • sales strategies • pricing strategies • promotion and distribution strategies • retention and loyalty programs • web search and access relationships • competitor activities • online customer preferences and buying behaviours.

Information and communication technologies may include:	• personal computers or terminals (stand-alone or networked)
	• scanning equipment
	• bar coding equipment
	• point-of-sale terminals
	• hand-held equipment
	• software, including:
	  • word processing
	  • databases
	  • spreadsheets
	  • financial

© Commonwealth of Australia, 2025 Skills Insight

	• inventory • electronic data interchange (EDI).
Web presence may include:	• website • advertising • web search and access relationships • referring links • email.
Diagnostic data may be:	• qualitative • quantitative.
Strategic data may include:	• response times • scalability • traffic • security • customer demographics • customer confidence • customer expectations.

Unit Sector(s)

Cross-Sector

Competency field

E-Business

© Commonwealth of Australia, 2025 Skills Insight

SIRXFIN004A Manage financial resources

Modification History

The version details of this endorsed unit are in the table below. The latest information is at the top.

Release	Comments
Second Release	Editorial updates

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to develop and implement financial control systems. It involves controlling cost and budget, maintaining store accounting systems and developing and negotiating budget allocations.

Application of the Unit

This unit applies to personnel with managerial responsibility who maintain accurate accounting systems to successfully negotiate, develop and implement store budgets, and analyse and report on income and expenditure against budget targets, according to store policy and procedures.

Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

Nil

Employability Skills Information

This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
1. Control costs.	1.1. Implement cost reduction measures according to ***store policy and procedures***. 1.2. Assess and interpret ***information*** on costs and ***resource*** allocation. 1.3. Encourage ***team members*** actively to control costs in their areas of responsibility. 1.4. Promptly implement recommendations for improving cost reduction or ***communicate*** to ***relevant personnel***.
2. Control budget.	2.1. Monitor and maintain expenditure within budget targets according to store policy. 2.2. Compare actual income and expenditure to budget targets at regular intervals, according to store policy. 2.3. Monitor, analyse and compare gross profit and loss figures by department or section and store, with budget targets. 2.4. Monitor and analyse net profit figures, including floor space profitability, according to budget targets. 2.5. Monitor and analyse stock turnover figures according to budget targets. 2.6. Promptly inform relevant personnel, where potential occurs for budget under or overspend. 2.7. Take prompt corrective action where significant deviations from budget occur. 2.8. Negotiate necessary changes or allocations to agreed budget in advance of requirement. 2.9. Ensure modifications to existing budgets are authorised according to store policy.
3. Propose expenditure.	3.1. Ensure estimates of costs and benefits are supported by valid, relevant information. 3.2. Ensure final recommendations are supported by realistic alternatives and contain accurate, clear ***proposals***. 3.3. Ensure recommendations clearly indicate net benefits over designated timeframe and related changes in operations. 3.4. Clarify contentious issues by further explanation.

© Commonwealth of Australia, 2025 Skills Insight

	3.5. Compare estimates to actual costs and benefits to improve future proposals.
4. Maintain store accounting systems.	4.1. Manage and maintain store policy and procedures in regard to ***record-keeping systems***. 4.2. Monitor and maintain store systems for recording sales figures, revenue and expenditure. 4.3. Monitor and maintain systems for recording and retrieving financial, personnel and payroll information as required by store policy.
5. Prepare store sales budgets.	5.1. Maintain store policy and procedures in regard to preparation of ***budget or target figures***. 5.2. Compare, analyse, document and report budget and actual sales revenue and expenditure figures, according to budget targets and store policy. 5.3. Maintain accurate records on past sales budgets or targets according to store policy. 5.4. Present proposed budgets or targets accurately and concisely. 5.5. Justify variations to proposed targets and report according to store policy.
6. Negotiate budgets.	6.1. Conduct budget negotiations within a set timeframe and in a manner likely o promote good relationships. 6.2. Ensure budget negotiations reflect the overall store policies and objectives relevant to the manager's area of responsibility. 6.3. Seek clarification, where areas of uncertainty or disagreement occur. 6.4. Inform all relevant personnel promptly of budget decisions. 6.5. Present proposals clearly, concisely, in an appropriate form, and emphasising benefits to store operation.

Required Skills and Knowledge

This section describes the essential skills and knowledge and their level, required for this unit.

Required skills

- interpersonal skills to:
  - encourage team members to control costs
  - provide information to relevant personnel where potential occurs for budget under or overspend
  - negotiate budgets and provide information on budget decisions through clear and direct communication
  - ask questions to identify and confirm requirements

© Commonwealth of Australia, 2025 Skills Insight

    - use language and concepts appropriate to cultural differences
    - use and interpret non-verbal communication
- time management skills to prepare, negotiate and complete budgets within set timeframes
- literacy and numeracy skills to:
    - write and present reports
    - compile and analyse budgetary figures

Required knowledge

- store policy and procedures in regard to:
    - financial management
    - resource utilisation
- store revenue
- capital and overhead costs
- interest rates
- pricing policies, including GST requirements
- cost of stock, materials and equipment
- staffing costs
- operational costs
- principles and techniques in:
    - interpersonal communication
    - monitoring resource utilisation and costs
    - analysing efficiency and effectiveness
    - cost-benefit analysis
    - differential analysis
    - risk analysis

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of the following is essential: • consistently negotiates, develops and implements store budgets according to store policy and procedures • monitors, analyses and reports on income and expenditure against budgets according to store policy and procedures • manages and maintains accurate accounting systems according to store policy and procedures • develops and maintains store policy and procedures in

© Commonwealth of Australia, 2025 Skills Insight

	regard to store sales budgets or targets.
Context of and specific resources for assessment	Assessment must ensure access to: • a retail work environment • store or sample policy and procedures in regard to financial management • an accounting system • budgetary information • a team involved in budget control.
Methods of assessment	A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit: • observation of performance in the workplace • third-party reports from a supervisor • research project • written or verbal questioning to assess knowledge and understanding • review of portfolios of evidence and third-party workplace reports of on-the-job performance.
Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the performance criteria is detailed below.

Store policy and procedures in regard to:	• financial management • reporting mechanisms.
Information may include:	• resource utilisation • capital and overhead costs • interest rates • stock, materials and equipment • staffing levels • operational costs.
Information may be obtained by:	• direct observation • written reports • numerical data.
Resources may include:	• people

© Commonwealth of Australia, 2025 Skills Insight

	• materials • equipment and technology • finances • time.
Team members may include:	• full-time, part-time, casual or contract staff • people from a range of social, cultural and ethnic backgrounds • people with varying degrees of language and literacy levels.
Communication may be:	• formal and informal • with individuals or groups • written, faxed, emailed or spoken.
Relevant personnel may include:	• relevant managers • supervisor • team leader.
Proposals may include:	• profitability • productivity • quality of service • environmental impact • working conditions • working relationships • team motivation • long-term goals • short-term goals.
Record keeping systems may include:	• manual • computerised.
Budget or target figures may encompass:	• sales • cash flow • net profit • payroll • staff expenditure • capital • maintenance • advertising and promotion.

Unit Sector(s)

Cross-Sector

© Commonwealth of Australia, 2025 Skills Insight

Competency field

Finance

© Commonwealth of Australia, 2025
Skills Insight

SIRXINV004A Buy merchandise

Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit describes the performance outcomes, skills and knowledge required to buy merchandise in a retail environment. It involves analysing the market, planning the product range, establishing supplier relationships, negotiating supply of goods, introducing the product range, maximising profit and rationalising stock.

Application of the Unit

Application of the unit This unit requires the consistent application of store policy and legislative requirements in regard to market analysis, planning merchandise and service ranges, procurement and rationalisation of stock, maintenance of supplier relations, quality control and staff merchandise training. The team member is required to recognise known and unknown loss and how it affects buying and ordering patterns, and to interpret and apply market trends to the store situation to create opportunities to improve sales and service while maximising profits.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units Nil

© Commonwealth of Australia, 2025 Skills Insight

Prerequisite units Nil

Employability Skills Information

Employability skills The required outcomes described in this unit contain applicable facets of employability skills. The Employability Skills Summary of the qualification in which this unit is packaged will assist in identifying employability skills requirements.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the required skills and knowledge and/or the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Analyse market.	1.1 Identify and analyse ***store merchandise and marketing policy and procedures***.
	1.2 Monitor ***customer requirements*** formally and informally in order to evaluate market trends and customer needs.
	1.3 Research new products and services.
	1.4 Identify, evaluate, implement and review opportunities to improve sales.
	1.5 Monitor ***merchandise range*** to identify the demand for individual items and seasonal variations.
	1.6 Monitor market competition.

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
2 Analyse factors affecting stock levels and range requirements.	2.1 Apply mathematical calculations to measure analyse and report on existing and potential stock loss and dissipation and its ***impact on business operations***.
	2.2 Analyse store or department sales figures to determine contribution rates of product lines.
	2.3 Determine store or department space requirements and brand product mix according to store policy.
	2.4 Determine future directions for merchandise ranges according to store policy.
3 Plan merchandise ranges.	3.1 Develop and implement buying plan according to outcomes of analysis and store policy.
	3.2 Determine future directions for merchandise ranges according to store policy.
	3.3 Liaise with ***relevant personnel*** to coordinate promotional and marketing activities.
	3.4 Analyse store or department sales figures to determine contribution rates of product lines.
	3.5 Determine investment levels with reference to previous years' sales figures, predicted demand and projected gross profit.
	3.6 Identify and act upon contribution improvement opportunities.
	3.7 Determine store or department space requirements and brand product mix according to store policy.
	3.8 Determine stock levels according to peak seasons, special events and supplier lead time.
	3.9 Analyse, evaluate and amend merchandise range and sources of supply according to management, staff and customer ***feedback***.
4 Establish supplier relations.	4.1 Develop cooperative relationships with supplier representatives according to store policy.
	4.2 Continuously review existing suppliers in regard to quality, profitability, service and delivery status.
	4.3 Identify new suppliers and delete existing suppliers according to ***performance indicators***.

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
5 Negotiate supply of goods.	5.1 ***Negotiate*** and implement arrangements with suppliers according to store policy and procedures, and communicate to relevant personnel.
	5.2 Authorise special ***pricing arrangements*** and customer payment agreements and communicate to relevant staff and management personnel according to store policy.
	5.3 Monitor records of suppliers and stock for accuracy and legibility and take appropriate action where necessary.
	5.4 Identify ***market factors*** affecting supply and communicate to relevant personnel.
	5.5 Convey complete and accurate records of negotiations and agreements to relevant personnel within designated timelines.
	5.6 Take immediate corrective action where potential or actual problems with supply are indicated.
	5.7 Identify and develop new suppliers to maintain and improve sales and service delivery.
	5.8 Analyse, evaluate and amend stock range and source of supply according to management, staff and customer feedback.
6 Monitor quality control.	6.1 Establish merchandise quality standards with suppliers according to ***legal requirements***, customer requirements and store policy.
	6.2 Monitor and ensure quality of merchandise during supply, manufacture and delivery processes.
	6.3 Record and analyse stock return figures against target figure.
7 Introduce product ranges.	7.1 Inform relevant personnel of new product ranges and advise on preferred location of merchandise.
	7.2 Implement ***staff training*** in product knowledge to introduce product range.
	7.3 Demonstrate or display new ranges to ***staff*** according to store merchandising plan.

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
8 Maximise profit.	8.1 Calculate or estimate individual product range contributions against budget and targets.
	8.2 Develop and implement product range assessment checks against budget and targets.
	8.3 Calculate or estimate overall selling space contributions according to store merchandising plan.
	8.4 Maximise profit margins in negotiations with suppliers.
	8.5 Determine store pricing policies according to stated net profit margin in store merchandising plan and consumer law.
	8.6 Negotiate specifications for ***terms of trade***.
9 Rationalise stock.	9.1 Review and update stock range at regular intervals.
	9.2 Identify stock lines to be ***deleted*** and take action to minimise adverse effect on profit.
	9.3 ***Consolidate stock*** as required to maximise sales potential.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the essential skills and knowledge and their level, required for this unit.

The following skills must be assessed as part of this unit:

- evaluating and analysing:
  - market trends and projections
  - sales figures and investment levels
  - space requirements
- negotiation skills
  - interpersonal communication skills to:
  - liaise with relevant personnel
  - establish supplier relationships, negotiate supply of goods
  - provide information and training on product range
  - provide feedback and coaching through clear and direct communication

© Commonwealth of Australia, 2025 Skills Insight

REQUIRED SKILLS AND KNOWLEDGE

- ask questions to identify and confirm requirements
- give instructions
- use language and concepts appropriate to cultural differences
- use and interpret non-verbal communication
- group presentation skills
- report writing
- using and applying technology, including electronic data interchange
- literacy and numeracy skills in relation to:
  - developing pricing policies
  - calculating and estimating product range contributions
  - calculating the cost of stock loss and dissipation
  - analysing stock figures.

The following knowledge must be assessed as part of this unit:

- store policy and procedures in regard to:
  - marketing
  - buying
  - profit margins
  - quality control
  - stock inventory levels: current and future
  - stock location and allocated areas
- staff product knowledge training
- industry and store information, including:
  - market needs
  - range of merchandise available
  - market competition
  - existing and possible new suppliers
  - channels of distribution
- relevant legislation and statutory requirements
- relevant industry codes of practice
  - pricing procedures, including GST requirements.

Evidence Guide

EVIDENCE GUIDE

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- consistently applies store policy and procedures, industry codes of practice, statutory requirements and regulations in regard to buying, merchandising and marketing practices
- applies market analysis, planning, procurement and rationalisation of stock and merchandise and service ranges, maintenance of supplier relations and quality control
- interprets market trends and applies these to the store situation to create opportunities to improve sales and services, while maximising profits
- analyses market and plans the introduction of a product and service range
- identifies suppliers, negotiates supply of goods, rationalises stock and monitors quality control
- trains and communicates information to and from staff or team members in regard to stock and merchandise and service range.

Context of and specific resources for assessment

Assessment must ensure access to:

- a retail work environment
- relevant information and documentation, including:
  - store policy and procedures
  - legislation and statutory requirements
  - industry codes of practice
  - merchandise and supplier data.

Methods of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- observation of performance in the workplace
- third-party reports from a supervisor
- customer feedback

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE

- written or verbal questioning to assess knowledge and understanding
- review of portfolios of evidence and third-party workplace reports of on-the-job performance.

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Assessing employability skills

Employability skills are integral to effective performance in the workplace and are broadly consistent across industry sectors. How these skills are applied varies between occupations and qualifications due to the different work functions and contexts.

Employability skills embedded in this unit should be assessed holistically in the context of the job role and with other relevant units that make up the skill set or qualification.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the performance criteria is detailed below.

Store merchandise and marketing policies may include:

- store culture
- current market position
- target market.

Customer requirements may be monitored by:

- questionnaires
- surveys
- observation.

Merchandise range may include:

- existing stock
- new stock.

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT

Impact on business operations may include:	• buying • ordering patterns • planning • budgeting.
Relevant personnel may include:	• frontline staff • relevant managers • supervisor • team leader • specialist staff.
Feedback may be sought and given:	• verbally • in writing • in groups • individually.
Performance indicators may include:	• price • quality • performance • supply reliability • merchandise range.
Negotiation process may include:	• face-to-face • correspondence • meetings • telephone or electronic media.
Pricing arrangements may include:	• cash on delivery (COD) • cheque • credit card • invoice • GST.
Market factors may include:	• fashion trends

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT

	• product availability • sales performance.
Legal requirements may include:	• sale of second-hand goods • Trade Practices and Fair Trading Acts • licence, patent or copyright arrangements • pricing procedures, including GST requirements.
Staff training may include:	• on-the-job • off-the-job • one-on-one coaching • any combination of the above.
Staff may include:	• full-time, part-time, casual or contract staff • people from a range of social, cultural and ethnic backgrounds • people with varying degrees of language and literacy levels.
Terms of trade may include:	• special buys • payment terms • promotional deals with supplier.
Stock lines may be ***deleted*** due to:	• changes in store policy and culture • sales performance • customer requirements • fashion trends • product availability • problems with supply.
Methods to ***consolidate stock*** may include:	• movement of stock between departments or stores.

© Commonwealth of Australia, 2025 Skills Insight

Unit Sector(s)

Sector Cross-Sector

Competency field

Competency field Inventory

© Commonwealth of Australia, 2025 Skills Insight

SIRXMGT005A Set strategic plans

Modification History

The version details of this endorsed unit are in the table below. The latest information is at the top.

Release	Comments
Second Release	Editorial updates

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to develop strategic plans.

Application of the Unit

This unit applies to senior managers who are responsible for setting objectives and targets both long-term and short-term, and developing action plans consistent with the store's overall aims and objectives.

Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

Nil

Employability Skills Information

This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

Elements	Performance Criteria
Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
1. Communicate and implement mission statement.	1.1. Communicate ***mission statement***, according to store's stated purpose and values. 1.2. Interpret mission statement in active consultation with ***team members and management***.
2. Set objectives and targets.	2.1. Develop objectives and targets after active consultation with team members and management according to ***store policy and procedures***. 2.2. Ensure ***strategies and objectives*** accurately reflect the overall ***store mission and values***. 2.3. Ensure strategies and objectives are attainable, cost-efficient and realistic within a designated timeframe and allow for continuous improvement planning. 2.4. Ensure strategies and objectives contain sufficient detail to allow development of specific projects. 2.5. Clearly acknowledge ***constraints upon objectives***.
3. Develop action plans	3.1. Develop, evaluate and implement action plans according to store policy and procedures. 3.2. Ensure action plans contain, clear, comprehensive and concise details. 3.3. Ensure action plans take account of appropriate operational and other relevant considerations. 3.4. Ensure proposals identify targets, standards and implementation methods.

Required Skills and Knowledge

This section describes the essential skills and knowledge and their level, required for this unit.

Required skills

- analytical and management skills to implement and evaluate plans
- interpersonal communication skills to:

© Commonwealth of Australia, 2025 Skills Insight

- interpret and communicate mission statement
- develop objectives and targets in consultation with team members and management through clear and direct communication
- ask questions to identify and confirm requirements
- use language and concepts appropriate to cultural differences
- use and interpret non-verbal communication
- present reports
- conduct group presentations
- conduct consultative processes

- literacy skills to:
  - document strategic plans
  - interpret information
- numerical skills in regard to financial and budget planning

Required knowledge

- store policy and procedures in regard to strategic planning
- store purpose and values
- store mission statement
- internal and external operating environment
- principles and techniques in strategic planning

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit	Evidence of the following is essential: • interprets, communicates and implements store's mission statement • collaboratively develops team objectives reflecting the store's mission statement • collaboratively develops strategies for achieving team objectives • collaboratively develops effective action plans to implement strategies, including targets, standards and implementation methods.
Context of and specific resources for assessment	Assessment must ensure access to: • a retail work environment • relevant documentation, such as:

© Commonwealth of Australia, 2025 Skills Insight

- strategic plans
- store mission statement
- store value statement
- information on the internal and external operating environment
- a team.

Methods of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- observation of performance in the workplace
- third-party reports from a supervisor
- research reports
- written or verbal questioning to assess knowledge and understanding
- review of portfolios of evidence and third-party workplace reports of on-the-job performance.

Guidance information for assessment

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the performance criteria is detailed below.

Mission statements may be:

- formal
- informal
- communicated verbally
- communicated in writing.

Team members and management may include:

- people with varying degrees of language and literacy
- people from a range of cultural, social and ethnic backgrounds
- people with a range of responsibilities and job descriptions.

Store policy and procedures in regard to:

- strategic planning

Strategies and objectives may relate to:

- technology
- time management

© Commonwealth of Australia, 2025 Skills Insight

	• standards of work • quality • quantity • human relations, personal development • legal issues • internal and external operating environments • implementation of policy and procedures • development and communication of ideas • development of product and service provision • problem solving • financial control and accounting • profits • management systems • inventory control • loss prevention.
Store mission and values may include:	• customer relationships • supplier relationships • legal requirements • WHS • equal opportunity • ethics • employment • human relations • training • environment.
Constraints upon objectives may include:	• internal considerations • external considerations.

Unit Sector(s)

Cross-Sector

Competency field

Management and Leadership

© Commonwealth of Australia, 2025 Skills Insight

SIRXMGT006A Initiate and implement change

Modification History

The version details of this endorsed unit are in the table below. The latest information is at the top.

Release	Comments
Second Release	Editorial updates

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to initiate and implement change in a retail environment.

Application of the Unit

This unit applies to management personnel who identify opportunities for increased sales and service, and evaluate, negotiate and implement changes consistent with the store's overall aims and objectives.

Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

Nil

Employability Skills Information

This unit contains employability skills.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
1. Identify opportunities for increased sales and service.	1.1. Regularly obtain relevant, reliable ***information*** from a variety of sources and analyse with regard to requirements of store operations. 1.2. Accurately report information on developments to ***appropriate personnel***. 1.3. Use information related to current practices to identify opportunities for growth in sales and service. 1.4. Continuously monitor and evaluate operations, and take action to improve where indicated. 1.5. Accurately identify obstacles to change and take action to alleviate problems. 1.6. Use evaluation of previous development outcomes to identify a range of ***opportunities for improvement and change***.
2. Evaluate changes.	2.1. Ensure information on current and proposed merchandise and service range and operating systems is complete, accurate and accessible. 2.2. Compare advantages and disadvantages of current and proposed operations. 2.3. Assess ***implications*** of introducing changes using appropriate ***analysis measures***. 2.4. Ensure proposed changes take account of previous evaluations. 2.5. ***Communicate*** recommendations to appropriate people within designated timeframes. 2.6. Analyse responses to recommendations and make appropriate alterations.
3. Negotiate changes.	3.1. Promptly communicate information on projected change to appropriate people in sufficient detail for them to evaluate the implications for their areas of responsibility. 3.2. Maintain good working relationships during ***negotiations***. 3.3. Ensure agreements reached include detailed implementation plans in line with ***store policy and procedures***. 3.4. Communicate complete and accurate records of negotiations and agreements to appropriate people.

© Commonwealth of Australia, 2025 Skills Insight

	3.5. Where compromise necessary, ensure it is mutually acceptable and in line with store policy. 3.6. Convey reasons for non acceptance of proposals positively to relevant staff. 3.7. Encourage relevant people to understand and participate in changes.
4. Implement and evaluate change.	4.1. Communicate relevant details of implementation plans within designated timeframes to appropriate people in a manner and at a level and pace suitable for their needs. 4.2. Use resources effectively to meet the requirements of operational changes. 4.3. Monitor operational changes according to implementation plans. 4.4. Evaluate outcomes of changes against expectations and previous sales and service records. 4.5. Modify implementation process to resolve ***problems*** if required.

Required Skills and Knowledge

This section describes the essential skills and knowledge and their level, required for this unit.

Required skills

- analytical skills to:
  - evaluate and forecast
  - collect and organise information
- interpersonal communication skills to:
  - report information and communicate recommendations
  - negotiate changes and communicate details of implementation plans through clear and direct communication
  - ask questions to identify and confirm requirements
  - share information
  - use language and concepts appropriate to cultural differences
  - use and interpret non-verbal communication
  - conduct presentations
- literacy skills to document plans and reports

Required knowledge

- store policy and procedures in regard to:
  - initiating and implementing change
  - applying relevant legislation and organisational rules
- changes to technology and resources

© Commonwealth of Australia, 2025 Skills Insight

- market needs and marketing opportunities
- resource utilisation and costs
- analysing efficiency and effectiveness
- assessing alternatives in areas of change, including contingency planning
- using financial analysis techniques, including cost and benefit, differential and risk analysis
- quality assurance and control

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- reviews relevant information and identifies opportunities for increased sales and service
- evaluates proposals for changes to merchandise and service range and operating systems
- negotiates for the successful implementation of change
- collaboratively implements changes
- evaluates implemented change against the initial proposal.

Context of and specific resources for assessment

Assessment must ensure access to:

- a retail work environment
- relevant documentation, such as:
  - store policy and procedures in regard to initiating and implementing change
  - resource utilisation
  - proposals for changes
  - market analysis data
- a team.

Methods of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- observation of performance in the workplace
- third-party reports from a supervisor
- written or verbal questioning to assess knowledge and understanding

© Commonwealth of Australia, 2025 Skills Insight

	• review of portfolios of evidence and third-party workplace reports of on-the-job performance.
Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the performance criteria is detailed below.

Information may be gathered from:	• external sources • higher-level managers • subordinates • colleagues • specialists • staff in other departments.
Appropriate personnel may include:	• supervisor and manager • team members.
Opportunities for improvement and change may include:	• personnel requirements and team composition • employment and work practices • work methods and patterns • cost factors • nature and availability of services and products • quality of services and products • methods to reduce waste • new equipment and technology • design of systems.
Implications of change may affect:	• profitability • productivity • quality of service and product • environmental impact • working conditions • working relationships • reactions of individual employees.
Analysis measures may be:	• qualitative • quantitative.
Communication and	• higher-level managers

© Commonwealth of Australia, 2025 Skills Insight

negotiations may include:	• subordinates • colleagues • specialists • staff in other departments • representatives from external organisations.
Negotiations may be conducted:	• verbally in formal or informal meetings • by telephone or fax • written correspondence • email.
Store policy and procedures in regard to:	• initiating and implementing changes • communication techniques.
Problems in implementing change may relate to:	• internal considerations • external considerations.

Unit Sector(s)

Cross-Sector

Competency field

Management and Leadership

© Commonwealth of Australia, 2025 Skills Insight

SIRXRSK002 Maintain store security

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to maintain store security in a retail environment.

It applies to individuals working in frontline management roles in a diverse range of industry sectors and business contexts. They operate independently with some responsibility for others and decision making, and within established organisational policies and procedures.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Risk Management and Security

Unit Sector

Cross-Sector

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Monitor and maintain store security.	1.1. Implement organisational policies and procedures to ensure store security is maintained. 1.2. Monitor and review security procedures continually and act on opportunities to improve store security. 1.3. Maintain security of merchandise, cash, points of sale and

© Commonwealth of Australia, 2025 Skills Insight

	keys. 1.4. Ensure store security equipment is used and in correct working order. 1.5. Report matters impacting store security to relevant personnel. 1.6. Document breaches of security as required.
2. Facilitate security awareness.	2.1. Inform team members of organisational policies and procedures for security. 2.2. Provide team members with feedback on their implementation or non-implementation of security procedures. 2.3. Provide team members with ongoing supervision and training to facilitate security awareness.

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for SIRXRSK002 Maintain store security

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- maintain store security over three different work shifts by:
  - monitoring adherence to organisational security policies and procedures
  - responding to two occurrences of non-adherence to security policies and procedures
  - communicating security policies and procedures to one team member
  - ensuring security equipment is utilised and in correct working order
  - reporting on opportunities for improved store security.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- organisational policies and procedures for:
  - use of security equipment
  - suspicious customer behaviour
  - suspicious team member behaviour
  - armed robbery
  - cash and non-cash security
  - merchandise security
  - theft
  - responding to security breaches
  - reporting security risks and breeches
  - surveillance of merchandise
  - personal security
  - general store security
  - team members' security training
  - security for opening and closing premises
  - reporting problems and faults
  - security of visitors, sales representatives, contractors and vendors
  - security risks likely to endanger customers or team members

© Commonwealth of Australia, 2025 Skills Insight

- legislation as relevant to store security and own level of responsibility:
  - privacy laws
  - Australian Consumer Law
  - reporting procedures
- impacts of security breaches on individuals and organisation:
  - emotional distress
  - financial loss
  - commercial impacts
- common security risks within the retail workplace and techniques to:
  - identify risk
  - minimise risk
- types of store alarms and security systems used in industry.

Assessment Conditions

Skills must be demonstrated in a services industry environment. This can be:

- an industry workplace
- a simulated industry environment.

Assessment must ensure access to:

- relevant equipment:
  - alarm systems
  - surveillance equipment
  - point-of-sale equipment
  - communication equipment
- relevant documentation:
  - current plain English regulatory documents distributed by government regulators legislation as relevant to store security and own level of responsibility as listed in Knowledge Evidence
  - organisational policies and procedures as listed in the Knowledge Evidence
- customers and team members; these can be:
  - individuals in an industry workplace, or
  - individuals who participate in role plays or simulated activities, set up for the purpose of assessment, in a simulated industry environment.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d

© Commonwealth of Australia, 2025 Skills Insight

SIRXSLS001 Sell to the retail customer

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to deliver quality customer service and sell to retail customers. It requires the ability to determine customer needs, match products and services to their needs, and facilitate a sale.

This unit applies to all retail sectors and business sizes from large format stores to small independents. It applies to retail personnel at all levels who play a role in engaging with customers with the purpose of selling.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Sales

Unit Sector

Cross-Sector

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Establish customer needs.	1.1. Connect with the customer within designated response times and establish rapport. 1.2. Use questioning and active listening to facilitate effective two-way communication.

© Commonwealth of Australia, 2025 Skills Insight

	1.3. Observe and determine appropriate level of interaction based on customer verbal and non-verbal cues. 1.4. Determine and clarify customer preferences, needs and expectations.
2. Provide advice on products and services.	2.1. Use product and service knowledge to tailor options to specific customer needs, and offer alternatives when product is unavailable. 2.2. Clearly explain and promote product and service features and benefits where relevant. 2.3. Advise on promotional events where relevant. 2.4. Provide additional information to address customer questions and objections. 2.5. Offer comparisons to competitor product or service range as required. 2.6. Collaborate with the customer to determine product or service option most suited to their needs. 2.7. Take opportunities to upsell and cross sell products and services that enhance customer request and maximise profitability of sale.
3. Facilitate the sale of products and services.	3.1. Select and use appropriate techniques to close sale. 3.2. Direct the customer to designated point-of-sale and process sale, as required, according to organisational procedures. 3.3. Farewell customer on leaving, and invite to return. 3.4. Provide any required after sales service according to organisational procedures.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

Reading skills to:	• interpret:
	  • detailed in-house and supplier product information documents
	  • plain English documents that outline organisational customer service policy and procedures.

Numeracy skills to:	• interpret basic fee information from in-house documents and complete basic pricing calculations.
Problem-solving skills to:	• respond to customer objections and provide appropriate solutions to satisfy customer needs.
Technology skills to:	• use technologies equipped with search functionality and information systems to source product and service information.

© Commonwealth of Australia, 2025 Skills Insight

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for SIRXSLS001 Sell to the retail customer

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- interact with four different retail customers to initiate and close the sale of different retail products or services
- demonstrate the following during the above customer interactions:
  - appropriate communication
  - establishment and clarification of customer needs, wants and expectations
  - product and/or service knowledge
  - appropriate sales approach to sell benefits and features of products and/or services
  - overcome objections and close sales
  - upsell and/or cross sell additional products and/or services that complement the sale
  - promotion of customer loyalty and repeat sales.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- appropriate body language for customer service
- basic principles of positive customer service and sales
- open and closed questioning techniques related to the sale of product and services
- verbal and non-verbal cues indicating customer understanding of information
- techniques for effective communication with customers of diverse backgrounds:
  - cultural diversity
  - special needs
- sales techniques:
  - opening techniques
  - recognising buying signals
  - strategies to focus customer on specific products and services
  - selling add-ons and complementary products
  - overcoming customer objections
  - closing techniques

© Commonwealth of Australia, 2025 Skills Insight

- primary components of consumer protection laws that relate to selling products and services, especially organisational responsibility for supplying products and services as described or substituting suitable products and services when unable
- primary components of privacy law, and actions that retail business must take to protect privacy of customer information
- for the specific retail sector:
  - professional service standards and protocols for retail industry personnel
  - attitudes and attributes expected by the retail industry to work with customers
  - different customer service needs and expectations
- for the particular retail organisation:
  - product and service knowledge:
    - product and service range offering
    - product specifications, features and benefits
  - designated response times for providing customer service
  - customer service procedures including recording of and storing customer details.

Assessment Conditions

Skills must be demonstrated in a retail environment. This can be:

- an industry workplace
- a simulated industry environment.

Assessment must ensure access to:

- relevant documentation:
  - organisational policies and procedures for:
    - customer service
    - sale of products and services
    - resolving customer complaints
    - collection and storage of customer details
  - organisational product information and price lists
  - supplier brochures, information sheets and price lists
  - promotional activity information
  - current plain English regulatory documents distributed by government regulators for:
    - consumer protection law
    - privacy law
- customers with whom the individual can interact to sell products and services; these can be:
  - individuals in an industry workplace, or
  - individuals who participate in role plays or simulated activities, set up for the purpose of assessment, in a simulated industry environment operated within a training organisation

© Commonwealth of Australia, 2025 Skills Insight

- assessment activities that allow the individual to:
  - work within commercial speed, timing and productivity
  - manage tasks and contingencies in the context of the job role.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d

© Commonwealth of Australia, 2025 Skills Insight

TAEASS301 Contribute to assessment

Modification History

Release	Comments
Release 1	This version first released with *TAE Training and Education Training Package Version 2.0.*

Application

This unit describes the skills and knowledge required to contribute to the assessment process.

It applies to a person with technical or vocational expertise who is in a supervisory or mentoring/coaching work role, and for whom collecting the evidence for assessment is an adjunct to principal work responsibilities. The unit applies to those involved in collecting evidence for assessment against units of competency or accredited courses.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Assessment

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
1. Clarify role and responsibilities in the assessment process	1.1 Discuss and confirm the purpose of the assessment with relevant people 1.2 Discuss and confirm benchmarks for assessment with the qualified assessor 1.3 Access, read and clarify assessment plan with the qualified assessor 1.4 Discuss and agree with the qualified assessor specific responsibilities in gathering evidence, and the types of evidence to be gathered
2. Confirm organisational arrangements for evidence gathering	2.1 Access and confirm relevant assessment system policies and procedures, organisational, legal and ethical requirements, and other relevant advice on assessment 2.2 Clarify the nominated assessment tools and methods for collecting evidence with the qualified assessor, to ensure that the procedures to be followed, and the instruments to be used are clear 2.3 Discuss and confirm with the relevant people the assessment context, including the candidate's characteristics and any need for reasonable adjustments 2.4 Confirm and arrange resource requirements in consultation with relevant people
3. Collect evidence in accordance with the assessment plan	3.1 Explain the assessment process to the candidate, including the different responsibilities of the parties involved, and refer any candidate issues or concerns to the qualified assessor, prior to undertaking assessment activities 3.2 Use assessment instruments to gather quality evidence within the available time and resources, according to organisational, legal and ethical requirements
4. Record and report findings	4.1 Organise and provide evidence to the qualified assessor in a format suitable for analysis according to the assessment system's policies and procedures 4.2 Actively seek feedback from the qualified assessor on whether evidence-gathering activities meet the principles of assessment, and whether the evidence collected meets the rules of evidence 4.3 Document areas for improvement in collecting evidence for future assessment activities

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Learning	4.2	• Seeks feedback to build knowledge to improve process and professional practice
Reading	1.3, 2.1, 2.2, 2.4, 3.2	• Sources and interprets procedural, and compliance information
Writing	1.1, 1.2, 1.3, 2.1, 2.3, 2.4, 3.2, 4.1, 4.3	• Completes workplace documentation accurately using the appropriate language
Oral Communication	1.1, 1.2, 1.3, 1.4, 2.1, 2.2, 2.3, 2.4, 3.1	• Communicates information and process requirements clearly, based on techniques appropriate to the audience and environment • Uses appropriate speaking and listening techniques to obtain specific information, and to support the assessment process
Navigate the world of work	2.1, 2.2, 3.2, 4.1	• Accesses, confirms and takes responsibility for adherence to policies, procedures, and legal and ethical requirements
Interact with others	4.2	• Asks questions to clarify understanding, and seeks feedback and further information
Get the work done	3.1, 4.1	• Organises work according to defined requirements, taking some responsibility for decisions regarding the format of information

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
TAEASS301 Contribute to assessment	TAEASS301B Contribute to assessment	Updated to meet Standards for Training Packages	Equivalent unit

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=35337905-785d-4f93-8777-e9991ad4c6c3

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TAEASS301 Contribute to assessment

Modification History

Release	Comments
Release 1	This version first released with *TAE Training and Education Training Package Version 2.0.*

Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in the elements and performance criteria of this unit, including:

- clarifying the role to be taken during the assessment
- clarifying the assessment plan with the qualified assessor, including agreement about:
  - what evidence will be collected
  - how the evidence will be collected
- carrying out a minimum of three evidence-gathering activities and, on each occasion:
  - document evidence in a clear and concise manner
  - document feedback from others involved in the assessment

reporting findings to the qualified assessor, including an explanation of how the assessment meets the rules of evidence on each of the three occasions.

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge to effectively complete the task outlined in the elements and performance criteria of this unit. This includes knowledge of:

- competency-based assessment
- the principles of assessment
- the rules of evidence
- the different purposes of assessment
- the diversity of assessment contexts
- different types of evidence
- evidence-gathering methods
- the purpose and features of assessment tools, and assessment plans

© Commonwealth of Australia, 2025 Skills Insight

- potential barriers and processes relating to evidence-gathering procedures, and assessment processes
- the organisational policies and procedures relevant to this unit of competency.

Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Conditions must be typical of those experienced in the training and assessment environment, and include access to qualified assessors for consultation.

Assessors must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=35337905-785d-4f93-8777-e9991ad4c6c3

© Commonwealth of Australia, 2025 Skills Insight

TAEASS401 Plan assessment activities and processes

Modification History

Release	Comments
Release 1	This version first released with *TAE Training and Education Training Package Version 2.0.*

Application

This unit describes the skills and knowledge required to plan the assessment process, including recognition of prior learning (RPL), in a competency-based assessment system.

It applies to individuals with assessment planning responsibilities.

In planning activities and processes, individuals are required to identify the components of assessment tools, analyse and interpret assessment tools, and develop assessment instruments (also known as assessment tasks) and assessment plans.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Assessment

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Determine the assessment approach	1.1 Identify the candidate and confirm the purposes and context of the assessment with relevant people according to legal, organisational and ethical requirements 1.2 Identify and access applicable industry or workplace standards for the assessment, and any specific assessment requirements
2. Prepare the assessment	2.1 Analyse units of competency and assessment requirements to

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
plan	identify evidence needed to demonstrate competence, according to the rules of evidence 2.2 Select assessment methods and instruments to support the collection of defined evidence, taking into account the context in which the assessment will take place 2.3 Develop the assessment plan and gain approval from relevant stakeholders
3. Identify modification and contextualisation requirements	3.1 Use information from the candidate and, where relevant, the candidate's workplace to identify contextualisation needs 3.2 Check advice provided by the training package or course developer relevant to identified contextualisation needs 3.3 Analyse existing assessment tools and record amendments required to address identified contextualisation needs 3.4 Determine opportunities for integrated assessment activities and record any changes required to assessment tools
4. Develop the assessment instruments	4.1 Analyse available assessment instruments for their suitability for use, and identify any required modifications 4.2 Develop assessment instruments to meet the required standard and specific workplace/candidate needs 4.3 Map assessment instruments against the unit or course requirements 4.4 Write clear instructions for the candidate and assessor regarding the use of assessment instruments 4.5 Check and confirm that draft assessment instruments meet required standards and specific workplace/candidate needs and record outcomes of checks

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

FOUNDATION SKILLS *This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.*		
Skill	**Performance**	**Description**

© Commonwealth of Australia, 2025 Skills Insight

	Criteria	
Reading	1.1, 1.2, 2.1, 3.1, 3.2, 3.3, 3.4, 4.2, 4.3	• Identifies and confirms legal, organisational and ethical requirements • Selects and analyses assessment-related documents
Writing	1.1, 2.1, 2.2, 2.3, 3.1, 3.2, 3.3, 3.4, 4.1, 4.2, 4.3, 4.4, 4.5	• Documents the assessment plan • Develops assessment instruments, including instructions and mapping • Records outcomes of draft assessment checks
Oral Communication	1.1, 2.3, 3.1	• Participates in exchanges about assessment processes and the trialling of instruments appropriate to the audience
Navigate the world of work	1.1	• Identifies, confirms and takes responsibility for adherence to policies, procedures, legal, and ethical requirements
Interact with others	1.1, 2.3, 3.1	• Collaborates with others as part of routine activities, and to confirm understanding
Get the work done	1.1, 1.2, 2.1, 2.2, 3.1, 3.2, 3.3, 3.4, 4.2, 4.3, 4.5	• Plans a range of routine processes and related tasks with logically sequenced steps, according to defined standards or parameters • Uses formal decision-making processes, identifying information and evaluating several choices against a limited set of criteria • Evaluates effectiveness of planning and design decisions in terms of how well they meet requirements

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
TAEASS401 Plan assessment activities and processes	TAEASS401B Plan assessment activities and processes	Updated to meet Standards for Training Packages. Addition of new element.	No equivalent unit

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=35337905-785d-4f93-8777-e9991ad4c6c3

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TAEASS401 Plan assessment activities and processes

Modification History

Release	Comments
Release 1	This version first released with *TAE Training and Education Training Package Version 2.0.*

Performance Evidence

The candidate must demonstrate the ability to complete tasks outlined in the elements and performance criteria of this unit, including:

- planning and organising the assessment process on a minimum of five separate occasions
- planning and organising two Recognition of Prior Learning (RPL) assessments (which may be two of the five assessment processes above.)

The evidence requirements for each occasion must include:

- a documented assessment plan
- a different endorsed or accredited unit of competency (or clusters of units of competency) for each of the five occasions
- contextualisation of the unit(s) of competency and the selected assessment tools, where required
- incorporation of reasonable adjustment strategies
- development of suitable assessment instruments for each of the five occasions

following organisational arrangements.

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge to effectively complete the task outlined in the elements and performance criteria of this unit. This includes knowledge of:

- obligations of an assessor under applicable legislation and/or standards
- the major features of a unit of competency, and how they are to be addressed in assessment activities and processes
- interpreting competency standards as the minimum standard for assessment
- guidelines for contextualising units of competency

© Commonwealth of Australia, 2025 Skills Insight

- different purposes of assessment and different assessment contexts, including RPL
- the purpose and features of evidence, and different types of evidence, used in competency-based assessments, including RPL
- the principles of assessment, and how they guide the assessment process
- the rules of evidence and how they guide the assessment process
- different assessment methods, including their suitability for collecting various types of evidence
- the components of assessment tools

different types of assessment instruments and their purpose and relevance for specific evidence-gathering opportunities.

Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and which are typical of those experienced in the training and assessment environment. This includes access to the units of competency used in assessment planning activities.

Assessors must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Assessors of this unit must hold the *TAE50116 Diploma of Vocational Education and Training* or the *TAE50111 Diploma of Vocational Education and Training* or be able to demonstrate equivalence of competencies.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=35337905-785d-4f93-8777-e9991ad4c6c3

© Commonwealth of Australia, 2025 Skills Insight

TAEASS402 Assess competence

Modification History

Release	Comments
Release 1	This version first released with *TAE Training and Education Training Package Version 2.0.*

Application

This unit describes the skills and knowledge required to implement an assessment plan, and gather quality evidence to assess the competence of a candidate using compliant assessment tools.

It applies to teachers, trainers and assessors in enterprises and registered training organisations (RTOs) and those providing assessment advisory services.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Assessment

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Prepare for the assessment	1.1 Interpret assessment planning documentation and applicable organisational, legal and ethical requirements for conducting the assessment and confirm with the relevant people 1.2 Access and interpret units of competency that are to be used as benchmarks for assessment, and the nominated assessment tools, to confirm the requirements for the evidence to be collected 1.3 Determine opportunities for integrated assessment activities

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	and document any changes to the assessment instruments, where required 1.4 Determine opportunities for evidence-gathering in actual or simulated activities, through consultation with the candidate and relevant personnel 1.5 Conduct a candidate briefing and explain, discuss and agree on the details of the planned assessment 1.6 Arrange identified material and physical resource requirements 1.7 Identify any specialist support requirements for the assessment, and organise if necessary
2. Gather quality evidence	2.1 Use agreed assessment methods and tools to gather, organise and document evidence in a format suitable for determining competence 2.2 Apply the principles of assessment and rules of evidence in gathering quality evidence
3. Support the candidate	3.1 Discuss and guide candidates in gathering their own evidence to support the recognition of prior learning (RPL) 3.2 Use appropriate communication and interpersonal skills to develop a professional relationship with the candidate that reflects sensitivity to individual differences and enables two-way feedback 3.3 Make decisions on reasonable adjustments with the candidate, based on the candidate's needs and characteristics 3.4 Access specialist support, if required, in accordance with the assessment plan 3.5 Address any workplace health and safety (WHS) risk to a person or equipment immediately
4. Make the assessment decision	4.1 Assess the collected evidence, and to evaluate whether it reflects the evidence required to demonstrate competence 4.2 Use judgement to infer whether competence has been demonstrated, based on the available evidence 4.3 Make the assessment decision in line with agreed assessment procedures and according to the agreed assessment plan 4.4 Provide clear and constructive feedback to the candidate regarding the assessment decision, and clearly document follow-up, if required
5. Record and report the assessment decision	5.1 Record assessment outcomes promptly and accurately 5.2 Complete and submit required assessment documentation,

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	according to assessment procedures and confidentiality conventions 5.3 Inform other relevant parties of the assessment decision, according to confidentiality conventions
6. Review the assessment process	6.1 Review the assessment process in consultation with candidates and other relevant people to improve future practice 6.2 Document and record the review according to relevant assessment system policies and procedures

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 1.2, 2.1, 4.1	• Accesses and interprets procedural and compliance documentation relevant to the assessment process • Examines and evaluates assessment evidence
Writing	1.1, 1.3, 1.5, 2.1, 3.1, 5.1, 5.2, 5.3, 6.2	• Completes workplace documentation accurately using appropriate language and following organisational requirements
Oral Communication	1.1, 1.4, 1.5, 3.1, 3.4, 4.4, 5.3, 6.1	• Communicates information and assessment process requirements clearly, using techniques appropriate to the audience and environment • Interacts appropriately with candidates to build rapport and understanding, and obtain specific information to support the assessment process
Navigate the world of work	1.1, 3.5, 5.3	• Identifies, confirms and takes responsibility for adherence to legal and ethical requirements • Recognises, and follows, explicit and implicit protocols and meets expectations associated with own role
Interact with others	1.1, 1.4, 1.5, 3.1, 3.2, 3.4, 5.3, 6.1	• Adjusts personal communication style in recognition of the values and experiences of others to build rapport • Cooperates and collaborates with others and contributes to activities requiring joint responsibility

© Commonwealth of Australia, 2025 Skills Insight

		and accountability
Get the work done	1.1, 1.2, 1.3, 1.4, 1.6, 1.7, 2.1, 2.2, 3.3, 3.4, 4.1, 4.2, 4.3, 6.1, 6.2	• Uses systematic, analytical processes in complex, non-routine situations, gathering information, and identifying and evaluating options against agreed criteria • Organises work according to specific requirements taking some responsibility for decisions regarding the format of information • With guidance, reviews the effectiveness of solutions in relation to the set goals

Unit Mapping Information

Code and title current version	**Code and title previous version**	**Comments**	**Equivalence status**
TAEASS402 Assess competence	TAEASS402B Assess competence	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=35337905-785d-4f93-8777-e9991ad4c6c3

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TAEASS402 Assess competence

Modification History

Release	Comments
Release 1	This version first released with *TAE Training and Education Training Package Version 2.0.*

Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in the elements and performance criteria of this unit, including:

- assessment of at least five candidates within the vocational education and training (VET) context against at least one endorsed or accredited unit of competency according to the organisation's assessment processes and practices.
- using recognition of prior learning (RPL) processes in the assessment of at least one candidate (which may be one of the five candidates above)
- making reasonable adjustments in the assessment of at least one candidate.

The assessments must be undertaken under the supervision of a qualified assessor and cover an entire unit of competency for each candidate, including:

- the application of different assessment methods and instruments involving a range of activities and events
- using two-way communication and feedback with the candidate
- exercising judgement in making the assessment decision
- recording and reporting assessment outcomes in accordance with the assessment system and organisational, legal and ethical requirements

reviewing the assessment process.

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge to effectively complete the task outlined in the elements and performance criteria of this unit. This includes knowledge of:

- competency-based assessment, including:
  - VET as a competency-based system
  - how competency based assessment differs from other types of assessment
  - competency standards as the basis of qualifications

© Commonwealth of Australia, 2025 Skills Insight

  - structure and application of competency standards
  - the principles of assessment and how they are applied
  - the distinction between assessment tools and assessment instruments
  - the rules of evidence and how they are applied
  - the range of assessment purposes and assessment contexts, including RPL
  - different assessment methods, including suitability for gathering various types of evidence, suitability for the content of units, and resource requirements and associated costs
  - reasonable adjustments and when they are applicable
  - types and forms of evidence, including assessment instruments that are relevant to gathering different types of evidence used in competency-based assessment, including RPL
  - the training and assessment strategies, including policies and procedures established by the industry, organisation or training authority
- RPL policies and procedures established by the organisation
- cultural sensitivity and equity considerations in assessment activities
- current legislative requirements relevant to the assessor and the assessment process
- workplace health and safety (WHS) responsibilities associated with assessing competence, including:
  - requirements for reporting hazards and incidents
  - emergency procedures
  - procedures for the use of relevant personal protective equipment
  - the safe use and maintenance of relevant equipment
  - sources of WHS information.

Assessment Conditions

Gather evidence to demonstrate consistent performance in a real assessment environment. The assessment environment must include access to assessment tools and recording materials.

Assessors must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Assessors of this unit must hold the *TAE50116 Diploma of Vocational Education and Training* or the *TAE50111 Diploma of Vocational Education and Training* or be able to demonstrate equivalence of competencies.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=35337905-785d-4f93-8777-e9991ad4c6c3

© Commonwealth of Australia, 2025 Skills Insight

TAEDEL301 Provide work skill instruction

Modification History

Release	Comments
Release 1	This version first released with *TAE Training and Education Training Package Version 2.0.*

Application

This unit describes the skills and knowledge required to conduct individual and group instruction, demonstrate work skills and assess the success of training and one's own training performance, using existing learning resources in a safe and comfortable learning environment.

It emphasises the training as being driven by the work process and context, and applies to a person working under supervision as a work skill instructor in a wide range of settings not restricted to training organisations,

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Delivery and facilitation

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Organise instruction and demonstration	1.1 Gather information about learner characteristics and learning needs 1.2 Confirm a safe learning environment 1.3 Gather and check instruction, demonstration objectives, and seek assistance if required 1.4 Access and review relevant learning resources and learning

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA
	materials for suitability and relevance, and seek assistance to interpret the contextual application 1.5 Organise access to necessary equipment or physical resources required for instruction and demonstration 1.6 Notify learners of details regarding the implementation of the learning program and/or delivery plan
2. Conduct instruction and demonstration	2.1 Use interpersonal skills with learners to establish a safe and comfortable learning environment 2.2 Follow the learning program and/or delivery plan to cover all learning objectives 2.3 Brief learners on any workplace health and safety (WHS) procedures and requirements prior to, and during, training 2.4 Use delivery techniques to structure, pace and enhance learning 2.5 Apply coaching techniques to assist learning 2.6 Use communication skills to provide information, instruct learners and demonstrate relevant work skills 2.7 Provide opportunities for practice during instruction and through work activities 2.8 Provide and discuss feedback on learner performance to support learning
3. Check training performance	3.1 Use measures to ensure learners are acquiring, and can use, new technical and generic skills and knowledge 3.2 Monitor learner progress and outcomes in consultation with the learner 3.3 Review relationship between the trainer/coach and the learner, and adjust to suit learner needs
4. Review personal training performance	4.1 Reflect upon personal performance in providing instruction and demonstration, and document strategies for improvement 4.2 Maintain, store and secure learner records, according to organisational and legal requirements

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

© Commonwealth of Australia, 2025 Skills Insight

Skill	Performance Criteria	Description
Learning	4.1	• Reflects on practice to improve
Reading	1.1, 1.3, 1.4, 2.2	• Sources and interprets processes and procedures, learning resources and information relevant to providing a work instruction and delivery
Writing	1.4, 1.6, 2.3, 2.6, 2.8, 3.2, 4.1, 4.2	• Accurately maintains learner records and documentation appropriate to the learning context and audience
Oral Communication	1.1, 1.6, 2.3, 2.4, 2.6	• Uses appropriate communication strategies to engage, build rapport, provide instruction, monitor progress and provide feedback to individuals or groups
Interact with others	1.2, 1.3, 2.1, 2.5, 2.8, 3.2	• Recognises the importance of consultation and negotiation while collaborating to confirm strategy and achieve required outcomes • Asks questions in order to clarify understanding, and to provide and seek feedback • Builds rapport to establish effective working relationships and to achieve effective outcomes
Get the work done	1.1-1.6, 2.1-2.8, 3.1-3.3, 4.1, 4.2	• Organises and completes work according to defined requirements, taking responsibility for some decisions and sequencing tasks to achieve efficient outcomes • Identifies and responds to potential risks, problems and opportunities for improvement and considers options for different approaches

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
TAEDEL301 Provide work skill instruction	TAEDEL301A Provide work skill instruction	Updated to meet Standards for Training Packages	Equivalent unit

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=35337905-785d-4f93-8777-e9991ad4c6c3

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TAEDEL301 Provide work skill instruction

Modification History

Release	Comments
Release 1	This version first released with *TAE Training and Education Training Package Version 2.0.*

Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in the elements and performance criteria of this unit, including:

- carrying out a minimum of three training sessions, involving demonstrating and instructing particular work skills for at least two different individuals or small groups, with each session addressing:
  - different learning objectives
  - a range of delivery techniques and effective communication skills appropriate to the audience.

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge to effectively complete the task outlined in the elements and performance criteria of this unit. This includes knowledge of:

- learner characteristics and needs
- the content and requirements of the relevant learning program, and/or the delivery plan
- the sources and availability of relevant learning resources and learning materials
- the content of relevant learning resources and learning materials
- training techniques that enhance learning, and when to use them
- introductory knowledge of learning principles and learning styles
- key workplace health and safety (WHS) issues in the learning environment, including:
  - roles and responsibilities of key personnel
  - responsibilities of learners
  - relevant policies and procedures, including hazard identification, risk assessment, reporting requirements, safe use of equipment and emergency procedures
  - risk controls for the specific learning environment.

© Commonwealth of Australia, 2025 Skills Insight

Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Conditions must be typical of those experienced in the training and assessment environment and include access to any necessary workplace documents.

Assessors must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=35337905-785d-4f93-8777-e9991ad4c6c3

© Commonwealth of Australia, 2025 Skills Insight

TLIA2009 Complete and check import/export documentation

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to complete and check import and export documentation in accordance with the requirements of Customs and related legislation and workplace procedures.

It includes identifying procedures required for documenting import/export of goods, completing documentation to meet legislative and workplace requirements, checking documentation to ensure it meets legislative requirements and lodging documentation for processing.

Work is performed under some supervision generally within a team environment. Work is undertaken in a range of environments including small to large worksites in the customs broking and freight forwarding industries.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

A – Handling Cargo/Stock

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

essential outcomes.	demonstrate achievement of the element.
1 Identify procedures required for documentation for import/export of goods	1.1 Documents required for import/export of goods are identified
	1.2 Required documents are sourced
	1.3 Content requirements for each section of the documentation are applied
	1.4 Timelines for completion of documents are identified and noted
	1.5 Requirements for permits and other documentation (such as quarantine) are identified and implications are noted
	1.6 Procedures for obtaining clearances are identified and followed in accordance with the requirements of Customs, related legislation and workplace procedures
	1.7 Letters of credit are identified and implications of each are noted
	1.8 Assistance is sought as required to identify necessary documents and to commence process of assessing or completing these documents
	1.9 Documentation is lodged as required by legislation
2 Complete documentation to meet legislative and workplace requirements	2.1 Content requirements for each section of the documentation are identified and applied in accordance with the requirements of Customs, related legislation and workplace procedures
	2.2 Workplace procedures for authorisations are followed
	2.3 Data entry for documents is completed
	2.4 Problems arising in completing required documents are identified and assistance is sought to resolve these in accordance with the requirements of Customs, related legislation and workplace procedures
	2.5 Actions are taken to meet deadlines
	2.6 Assistance is sought as required in completing required documents
3 Check documentation to ensure it meets	3.1 Documents are collated and checked before forwarding to supervisor, manager or more senior personnel for checking within designated timelines, in accordance with the

© Commonwealth of Australia, 2025 Skills Insight

	legislative requirements		requirements of Customs, related legislation and workplace procedures
		3.2	Declarations are checked to ensure they meet the requirements of Customs, related legislation and workplace procedures
		3.3	Letters of credit are checked to ensure they meet commercial, transport and overseas requirements
		3.4	Dangerous goods documentation is checked in accordance with the requirements of Customs, related legislation and workplace procedures
		3.5	Document revisions are finalised, rechecked and forwarded to supervisor, manager or more senior personnel prior to lodgement
4	**Lodge documentation for processing**	4.1	Documents are forwarded to relevant personnel in accordance with the requirements of Customs, related legislation and workplace procedures
		4.2	Documents are filed, stored and retained in accordance with the requirements of Customs, related legislation and workplace procedures

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIA2009A Complete and check import/export documentation.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIA2009 Complete and check import/export documentation

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- communicating and working effectively with others when completing import and export documentation
- completing and checking documentation and records to meet relevant Customs legislation, related legislation and workplace requirements
- completing and/or assessing accuracy of import and export documentation
- identifying procedures required for documentation for import/export of goods
- modifying activities depending on operational contingencies, risk situations and environments
- monitoring work activities in terms of planned schedule
- providing customer/client service
- reading, interpreting and following import and export instructions, procedures and labels
- reporting and/or rectifying identified problems promptly, in accordance with regulatory requirements and workplace procedures
- selecting and using relevant communications, computing and office equipment when completing import and export documentation.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- Australian and international standards, codes, conventions and regulations relevant to importing and exporting cargo and freight
- Customs Act 1901and related legislation
- documentation requirements for importing and exporting cargo and freight
- focus of operation of work systems, equipment, management and site operating systems for completing import/export cargo and freight documentation

© Commonwealth of Australia, 2025 Skills Insight

- problems that may occur when completing import and export documentation and appropriate action that can be taken to resolve these problems
- relevant work health and safety (WHS)/occupational health and safety (OHS) and environmental protection procedures and guidelines
- workplace procedures and policies for completing import and export documentation.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations, current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations, current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment currently used in industry
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals.
-

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLIA2014 Use product knowledge to complete work operations

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to use product knowledge to complete work operations in accordance with workplace requirements and relevant regulations, as part of work activities within the transport and logistics industries.

It includes identifying products in a subsection of a warehouse or other storage area, examining quality, reporting on products, as well as using inventory and labelling systems to identify and locate products.

Work is performed under some supervision generally within a team environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

A – Handling Cargo/Stock

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Identify products in a	1.1 Products are identified against specified criteria in

© Commonwealth of Australia, 2025 Skills Insight

subsection of a warehouse or other storage area	accordance with workplace procedures
	1.2 Storage and handling characteristics are identified and applied consistently
	1.3 Products are described to internal customers identifying features that may affect location, safety or storage requirements
2 Examine quality and report on products	2.1 Products are inspected in accordance with workplace quality assurance procedures
	2.2 Workplace procedures are followed to replace, return or dispose of stock/products that are not useable
	2.3 Non-conforming products are recorded/reported in accordance with workplace procedures
3 Use inventory and labelling systems to identify and locate products	3.1 Inventory and labelling systems are used to locate products within the workplace
	3.2 Goods are physically located and identified

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIA2014A Use product knowledge to complete work operations.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIA2014 Use product knowledge to complete work operations

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- adapting to differences in products and services in accordance with standard operating procedures
- applying relevant legislation and workplace procedures
- communicating and working effectively with others when handling, transporting and storing products and providing information on products and services
- completing documentation related to work activities
- estimating the size, shape and special requirements of goods and loads
- identifying containers and goods coding, Australian Dangerous Goods (ADG) and International Maritime Dangerous Goods (IMDG) markings and where applicable, emergency information panels
- reading and comprehending simple statements in English
- reading, interpreting and following instructions, procedures, information and signs relevant to handling, transporting, storing products and providing information on products and services
- selecting and using relevant communications, computing and load handling equipment
- selecting and using required personal protective equipment conforming to industry and work health and safety (WHS)/occupational health and safety (OHS) standards.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- Australian codes and regulations relevant to products being identified, handled, transported, stacked and/or stored as part of work operations
- categories or groups of products and requirements for special handling, stacking and storage
- documentation requirements including reports and records concerning damaged or contaminated goods
- focus of operation of work systems, equipment, management and site operating systems for packaging goods
- housekeeping standards and procedures
- purpose and use of cataloguing and labelling systems
- site layout and obstacles
- strategies to seek out sources of product knowledge and to use this information to inform work
- types of equipment and storage areas appropriate for different categories of goods including perishable, fragile, dangerous, composition/state goods
- workplace procedures and policies for identifying, handling, stacking and storing particular categories of products.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations, current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations, current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment currently used in industry
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals.
-

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLIA2021 Despatch stock

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to despatch stock in accordance with codes/regulations and workplace requirements as part of work activities undertaken within the transport and logistics industry.

It includes analysing orders to identify work requirements, following workplace order picking processes to prepare goods for despatch, and completing despatch tasks in accordance with workplace procedures and schedules.

Work is performed under some supervision generally within a team environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

A – Handling Cargo/Stock

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Analyse order to identify	1.1 Order request and consignment note documentation is

© Commonwealth of Australia, 2025 Skills Insight

work requirements	interpreted
	1.2 Required schedules for despatch are identified
	1.3 Product(s) in order are identified
	1.4 Workplace and product knowledge is used to plan sequence of work
	1.5 Appropriate materials handling equipment is selected within required work health and safety (WHS)/occupational health and safety (OHS) regulations and timeframe for the despatch
2 Follow workplace order picking processes to prepare goods for despatch	2.1 Goods for despatch are selected and checked against product knowledge, labels and other identification systems
	2.2 Products are sorted, assembled and consolidated
	2.3 Orders are secured and placed in storage/despatch zones, in accordance with schedule
	2.4 Order is checked against despatch schedule and order form
3 Complete despatch following workplace procedures and schedules	3.1 Workplace records are completed, and labels and appropriate documentation are attached
	3.2 Load labels and documentation are checked and loading is organised in accordance with workplace procedures and Australian Dangerous Goods (ADG) Code as required
	3.3 Final check of load labels and documentation is completed in accordance with requirements
	3.4 Transportation requirements are communicated to driver as required

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIA2021A Despatch stock.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIA2021 Despatch stock

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying precautions and required action to minimise, control or eliminate hazards that may exist during work activities
- applying relevant legislation and workplace procedures
- communicating and working effectively with others when organising despatch operations
- completing documentation related to organising despatch operations
- estimating size, shape and special requirements of goods and loads
- modifying activities depending on operational contingencies, risk situations and environments
- operating and adapting to differences in goods and equipment in accordance with standard operating procedures
- reading, interpreting and following instructions, procedures and labels relevant to organising despatch operations
- selecting and using relevant equipment and communications technology when organising despatch operations
- selecting and using required personal protective equipment conforming to industry and work health and safety (WHS)/occupational health and safety (OHS) standards
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- documentation and record requirements for despatch operations
- equipment used during despatch operations and the precautions and procedures that should be followed in its use
- housekeeping standards and procedures
- operational work systems, equipment, management and site operating systems for despatching goods
- problems that may occur when despatching goods and appropriate action that can be taken to resolve these problems
- regulations relevant to despatch operations, including the Australian Dangerous Goods (ADG) Code and relevant bond, quarantine or other legislative requirements
- relevant WHS/OHS and environmental protection procedures and guidelines
- site layout and obstacles
- workplace procedures and policies for organising despatch operations.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations, current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations, current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment currently used in industry
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals.
-

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLIA3015 Complete receival/despatch documentation

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to complete receival/despatch documentation in accordance with relevant regulations and workplace requirements as part of work activities within the transport and logistics industry.

It includes analysing orders to identify work requirements to fill order, following workplace order documentation processes, and finalising documentation in accordance with workplace procedures and any relevant regulatory requirements.

Work is performed under some supervision generally within a team environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

A – Handling Cargo/Stock

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

essential outcomes.	demonstrate achievement of the element.
1 Analyse order to identify work requirements to fill order	1.1 Order request documentation is interpreted
	1.2 Product/s in order are noted and workplace location/s are identified
	1.3 Workplace and product knowledge are used to organise documentation
	1.4 Required schedules for order movement are identified and noted as required
	1.5 Special aspects of order such as dangerous/hazardous goods or temperature controlled goods are identified and information on required documentation procedures and relevant regulatory requirements is identified, accessed and interpreted
2 Follow workplace order documentation processes	2.1 Workplace procedures for order documentation are identified
	2.2 Workplace documentation is completed in accordance with workplace procedures and relevant regulatory requirements
3 Finalise documentation	3.1 Order is checked against schedule and order form
	3.2 Workplace records are completed, and labels and appropriate documentation are attached in accordance with workplace procedures and relevant regulatory requirements
	3.3 Special transportation requirements are identified and conveyed to appropriate personnel
	3.4 Required documentation for dangerous goods and hazardous materials is completed in accordance with relevant regulations and current Australian Dangerous Goods (ADG) Code, as required

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIA3015A Complete receival/despatch documentation.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIA3015 Complete receival/despatch documentation

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying relevant legislation and workplace procedures
- communicating effectively with others
- completing receival and despatch documentation
- estimating size, shape and special requirements of goods and loads
- identifying containers and goods coding, Australian Dangerous Goods (ADG) Code markings and emergency information panels
- monitoring work activities in terms of planned schedule
- reading and interpreting relevant instructions, procedures and labels
- selecting and using relevant computer, communications and office equipment
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- Australian and International Standards, codes and regulations relevant to completing receival/despatch documentation, including current ADG Code and relevant bond, quarantine or other legislative requirements
- documentation requirements for receiving and despatching goods
- focus of operation of work systems, equipment, management and site operating systems for receiving and despatching goods
- housekeeping standards and procedures
- problems that may occur when completing receival and despatch documentation and

© Commonwealth of Australia, 2025 Skills Insight

appropriate action that can be taken to resolve these problems
- relevant work health and safety (WHS)/occupational health and safety (OHS) and environmental protection procedures and guidelines
- site layout and obstacles
- specifications and standards for checking and inspecting received and despatched goods
- workplace procedures and policies for completing receival/despatch documentation.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation including workplace procedures, regulations, ADG Code, codes of practice and operation manuals
- relevant materials, tools, equipment and personal protective equipment currently used in industry.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLIA3016 Use inventory systems to organise stock control

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to use inventory systems to organise stock control in accordance with relevant regulations and workplace requirements, as part of work activities in the transport and logistics industry.

It includes identifying inventory and stock control systems in use in the workplace, using re-order procedures to maintain stock levels, organising cyclical stock counts and reporting discrepancies or variances.

Work is performed under some supervision generally within a team environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

A – Handling Cargo/Stock

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Identify inventory	1.1 Workplace inventory and stock control equipment, software

© Commonwealth of Australia, 2025 Skills Insight

	and stock control systems in use in the workplace		and systems are identified
		1.2	Reasons for common database approach to inventory records and documentation in the warehouse are explained
		1.3	Procedures for identifying and reporting discrepancies or variances are identified
2	**Use re-order procedures to maintain stock levels**	2.1	Stock level maintenance checking is conducted
		2.2	Stock is re-ordered to meet stock level maintenance requirements in accordance with workplace policies and procedures
		2.3	Data is accurately entered and extracted from the inventory/records system using appropriate workplace procedures
3	**Organise cyclical stock counts and report discrepancies or variances**	3.1	Process for cyclical stock count is planned and work is allocated to team members
		3.2	Clear directions on tasks to be performed are given
		3.3	Stocktake activities are conducted in accordance with workplace procedures
		3.4	Types and causes of record discrepancies are identified
		3.5	Procedures for noting and correcting minor discrepancies are used
		3.6	Major discrepancies are reported in accordance with workplace procedures
		3.7	Workplace documentation is completed
4	**Produce reports on record keeping and inventory functions**	4.1	Types of reports to be produced from inventory records systems are identified
		4.2	Reports are produced in accordance with workplace procedures and relevant regulatory requirements

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIA3016A Use inventory systems to organise stock control.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIA3016 Use inventory systems to organise stock control

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying relevant legislation and workplace procedures
- communicating effectively with others
- modifying activities depending on operational contingencies, risk situations and environments
- operating and adapting to differences in equipment in accordance with standard operating procedures
- reading, interpreting and following relevant instructions, procedures, information and signs
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with workplace procedures
- selecting and using relevant communications, computing and office equipment
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- applications of different types of inventory systems and stock management approaches
- Australian codes and regulations relevant for organising stock control
- computer records and documentation requirements for stock control, including forms, checklists and inventory reports
- housekeeping standards and procedures
- operational inventory systems, equipment, management and site operating systems for controlling stock
- principles of operation and functions of inventory systems
- workplace procedures and policies for using inventory systems to organise stock control
- workplace processes for records management and producing inventory reports.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in *the Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

- Resources for assessment include:
- a range of relevant exercises, case studies and/or simulations
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and personal protective equipment currently used in industry.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLIA3017 Identify products and store to specifications

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to identify products and store to specifications, in accordance with relevant regulations and workplace requirements, as part of work operations in the transport and logistics industry.

It includes identifying and categorising products, matching products to locations based on specified criteria, and assisting individuals to solve stock identification and location problems.

Work is performed under some supervision generally within a team environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

A – Handling Cargo/Stock

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Identify and categorise	1.1 Products are identified in terms of specified criteria in

© Commonwealth of Australia, 2025 Skills Insight

products	accordance with workplace procedures
	1.2 Products are categorised in terms of specified criteria in accordance with workplace requirements
2 Match products to locations based on specified criteria	2.1 Locations for products are determined based on specified criteria
	2.2 Labels, inventory systems and other information sources are used to assist in identifying products, and handling and storage requirements
3 Assist individuals to solve stock identification and location problems	3.1 New stock items are identified and particular product information is brought to the attention of relevant personnel
	3.2 Stock queries are predicted and team members are assisted to locate and assimilate information relevant to these products
	3.3 Personnel are assisted with routine and non-routine stock enquiries and actions are taken to update product information for relevant personnel
	3.4 Personnel are encouraged to maintain and build product knowledge by accessing product information and applying problem solving and information analysis skills
4 Identify appropriate transfer and handling requirements	4.1 Resources used to transfer different products through the storage zones are identified and evaluated
	4.2 Work in receival and despatch areas is supported by identifying and reporting variances
	4.3 Stock re-ordering is informed by knowledge of product source, frequency of pick destination or seasonality of products and potential for supply problems
	4.4 Relevant documentation is completed in accordance with workplace procedures
5 Contribute to continuous improvement	5.1 Knowledge of customer requirements is used to determine work design
	5.2 Potential problems are predicted and notified to appropriate personnel
	5.3 Opportunities for improvements to own work methods are identified and notified to appropriate personnel

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIA3017A Identify products and store to specifications.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIA3017 Identify products and store to specifications

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- accessing, reading and interpreting relevant product information, policies and regulatory requirements
- applying relevant legislation and workplace procedures
- communicating and working effectively with others
- modifying activities depending on operational contingencies, risk situations and environments
- operating and adapting to differences in products and services in accordance with operating procedures
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with regulatory requirements and workplace procedures
- selecting and using relevant communications, computing and office equipment
- using information on products/stock to determine, plan and organise processes used for receival, storage, goods movement, despatch, stock levels and re-ordering processes
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- codes of practice and regulations relevant to workplace activities
- documentation requirements including reports and records concerning damaged or contaminated goods
- housekeeping standards and procedures
- information on various categories or groups of products including their key characteristics and hazards, and any special handling, stacking and storage requirements
- operational work systems, equipment, management and site operating systems
- product sources, destinations and potential problems
- re-ordering procedures and just-in-time planning principles
- requirements for workplace documentation, inventory systems and records
- site layout and obstacles
- sources of product information
- strategies to seek out sources of product knowledge and to use this information to inform work
- types of equipment and storage areas appropriate for different types of goods including perishable, fragile and/or dangerous/hazardous goods
- workplace procedures and policies relevant to the application of product knowledge to the organisation of workplace operations.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

- Resources for assessment include:
- a range of relevant exercises, case studies and/or simulations
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and personal protective equipment currently used in industry.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLIA3018 Organise despatch operations

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to organise despatch operations in accordance with codes/regulations and workplace requirements in the transport and logistics industry.

It includes planning and organising despatch operations, organising the storage and despatch of stock, and completing all required documentation and records.

Work is performed under some supervision generally within a team environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

A – Handling Cargo/Stock

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Plan and organise despatch operations	1.1 Knowledge of product characteristics and workplace procedures are applied to stock analysis

© Commonwealth of Australia, 2025 Skills Insight

	1.2 Resources including manual handling equipment, employee competencies, storage areas and goods management equipment are identified to match product characteristics
	1.3 Deadlines are scheduled to meet order requirements
	1.4 Work processes are planned to meet deadlines
2 Organise the storage and despatch of stock	2.1 Employees, equipment and storage areas are allocated and supervised
	2.2 Individuals are informed of work requirements and deadlines
	2.3 Work processes are monitored to ensure that human resources and equipment are maintained at productive levels in accordance with workplace procedures and work health and safety (WHS)/occupational health and safety (OHS) requirements
	2.4 Stock discrepancies are noted and reported in accordance with company procedures
3 Complete documentation	3.1 Required despatch documentation and records are confirmed
	3.2 Required despatch documentation and records are completed clearly and proofread
	3.3 Required despatch documentation and records are processed in accordance with workplace procedures

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

© Commonwealth of Australia, 2025 Skills Insight

Unit Mapping Information

This unit replaces and is equivalent to TLIA3018A Organise despatch operations.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIA3018 Organise despatch operations

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying relevant legislation and workplace procedures
- communicating and working effectively with others
- estimating size, shape and special requirements of goods and loads
- identifying relevant stock and goods coding and labelling, including Australian Dangerous Goods (ADG) Code and International Maritime Dangerous Goods (IMDG) Code markings
- modifying activities depending on operational contingencies, risk situations and environments
- monitoring work activities in terms of planned schedule
- operating and adapting to differences in equipment in accordance with operating procedures
- reading, interpreting and following relevant instructions, procedures, information and signs
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with regulatory requirements and workplace procedures
- selecting and using relevant equipment and communications technology
- selecting and using required personal protective equipment conforming to industry and WHS/OHS standards.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- documentation and record requirements for despatch operations
- equipment used when organising despatch operations, and the precautions and procedures that should be followed in its use
- housekeeping standards and procedures
- operational work systems, equipment, management and site operating systems for organising despatch operations
- problems that may occur and appropriate action that can be taken to resolve these problems
- regulations relevant for organising despatch operations, including the ADG Code and relevant bond, quarantine or other legislative requirements
- relevant WHS/OHS and environmental protection procedures and guidelines
- site layout and obstacles
- workplace procedures and policies for organising despatch operations.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and personal protective equipment currently used in industry.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

TLIA3019 Organise receival operations

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to organise receival operations in accordance with regulations, codes of practice and workplace requirements in the transport and logistics industry.

It includes planning and organising receival operations, storing received stock and completing all required documentation and records.

Work is performed under some supervision generally within a team environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

A – Handling Cargo/Stock

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Plan and organise receival operations	1.1 Knowledge of product characteristics and workplace procedures are applied to stock analysis

© Commonwealth of Australia, 2025 Skills Insight

	1.2 Resources including manual handling equipment, employee competencies, storage areas and goods management equipment are identified to match product characteristics
	1.3 Deadlines are scheduled to enable receival of stock in storage zones
	1.4 Work processes are planned to meet specified deadlines
2 Organise the storage of stock	2.1 Employees, equipment and storage areas are allocated and supervised
	2.2 Individuals are informed of work requirements and deadlines
	2.3 Work processes are monitored to ensure human resources, and equipment are maintained at productive levels in accordance with workplace procedures and work health and safety (WHS)/occupational health and safety (OHS) requirements
	2.4 Discrepancies in stocks are noted and reported in accordance with workplace procedures
3 Complete documentation	3.1 Documentation and records regarding receival operations are confirmed
	3.2 Documentation and records are completed clearly and proofread
	3.3 Documentation and records are filed/despatched in accordance with workplace procedures and relevant regulatory requirements

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

© Commonwealth of Australia, 2025 Skills Insight

Unit Mapping Information

This unit replaces and is equivalent to TLIA3019A Organise receival operations.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIA3019 Organise receival operations

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying relevant legislation and workplace procedures
- communicating and working effectively with others
- estimating size, shape and special requirements of goods and loads
- identifying relevant stock and goods coding and labelling, including Australian Dangerous Goods (ADG) Code and International Maritime Dangerous Goods (IMDG) Code markings
- modifying activities depending on operational contingencies, risk situations and environments
- monitoring work activities in terms of planned schedule
- operating and adapting to differences in equipment in accordance with operating procedures
- reading and interpreting relevant instructions, procedures and labels
- selecting and using relevant equipment and communications technology
- selecting and using required personal protective equipment conforming to industry and WHS/OHS standards.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- documentation and record requirements for receival operations
- equipment used for organising receival operations, and the precautions and procedures that should be followed in its use
- housekeeping standards and procedures

© Commonwealth of Australia, 2025 Skills Insight

- operational work systems, equipment, management and site operating systems for organising receival operations
- problems that may occur and appropriate action that can be taken to resolve these problems
- regulations relevant for organising receival operations, including the ADG Code and relevant bond, quarantine or other legislative requirements
- relevant WHS/OHS and environmental protection procedures and guidelines
- site layout and obstacles
- workplace procedures and policies for organising receival operations.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in *the Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and personal protective equipment currently used in industry.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLIA3026 Monitor storage facilities

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to monitor storage facilities in accordance with relevant regulations and workplace requirements in the transport and logistics industry.

It includes determining site functions and operations, monitoring storage operations and taking appropriate action in response to identified discrepancies, changes to storage requirements or breaches in operational procedures.

Work is performed under general supervision.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

A – Handling Cargo/Stock

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Determine site	1.1 Layout of storage facilities, work flow and activities undertaken

© Commonwealth of Australia, 2025 Skills Insight

functions and operations	in each zone are identified
	1.2 Hazards are identified, risks are assessed and control measures are implemented
	1.3 Type of storage facilities, their purpose and associated risk factors are identified
	1.4 Inventory lists are accessed through record management system
	1.5 Storage separations and co-storage applications are identified
2 Monitor storage operations	2.1 Inventory data is confirmed to match goods/freight and applicable storage requirements
	2.2 Storage areas are supervised to ensure movement of personnel and goods/freight are in accordance with workplace procedures
	2.3 Storage facilities are checked to ensure appropriate operational capacity
	2.4 Integrity of goods/materials are monitored to ensure appropriate quality is maintained
	2.5 Discrepancies/changes to storage requirements and/or inventory lists are noted and action is undertaken in accordance with workplace procedures
	2.6 Appropriate action/s are initiated in response to breaches of operational procedures or to an emergency/incident
	2.7 Operational actions and investigative outcomes are documented in accordance with workplace procedures

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

© Commonwealth of Australia, 2025 Skills Insight

Unit Mapping Information

This unit replaces and is equivalent to TLIA3026A Monitor storage facilities.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIA3026 Monitor storage facilities

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying precautions and required action to minimise, control or eliminate identified hazards
- applying relevant legislation and workplace procedures
- communicating and working effectively with others
- completing relevant documentation
- monitoring equipment performance
- operating and adapting to differences in equipment in accordance with operating procedures
- reading, interpreting and following relevant instructions, procedures and signs
- using information on products and stock to determine, plan and organise processes used for monitoring storage facilities.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- Australian codes and regulations, permit and licence requirements relevant to workplace activities
- equipment applications, capacities, configurations, safety hazards and control mechanisms
- operational work systems, equipment, management and site operating systems
- housekeeping standards and procedures
- information on various categories or groups of products including their key characteristics and hazards, and the special handling, stacking and storage requirements for each
- problems that may occur and appropriate action that can be taken
- relevant work health and safety (WHS)/occupational health and safety (OHS) and environmental protection procedures and guidelines

© Commonwealth of Australia, 2025 Skills Insight

- requirements for workplace documentation reports and records
- site layout
- types of storage areas and related equipment appropriate for different types of goods including perishable, fragile and/or hazardous/dangerous goods
- workplace procedures and policies relevant to the monitoring of storage facilities.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and personal protective equipment currently used in industry.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLIA3038 Control and order stock

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to control and order stock for a workplace store in accordance with relevant codes of practice, regulations and workplace procedures.

It specifically covers maintaining stock levels and records, organising and administering stocktakes, identifying stock losses, processing stock orders and following up orders.

Work is performed under general supervision, with some accountability and responsibility for self and others in achieving prescribed outcomes.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

A – Handling Cargo/Stock

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Maintain stock levels	1.1 Stock levels are monitored and maintained at levels

© Commonwealth of Australia, 2025 Skills Insight

and records		prescribed by workplace specifications
	1.2	Stock security systems are monitored and adjusted as required
	1.3	Stock re-order cycles are maintained, monitored and adjusted as required
	1.4	Colleagues are informed about their individual responsibilities for recording stock
	1.5	Stock storage and movement records are maintained in accordance with workplace procedures
	1.6	Stock performance is monitored and fast/slow moving items are identified and reported in accordance with workplace procedures
2 Organise and administer stocktakes	2.1	Stocktakes are organised at the appropriate time and responsibilities are allocated to staff
	2.2	Accurate reports on stocktake data are produced within designated timelines
3 Identify stock losses	3.1	Losses are accurately identified, recorded and assessed against potential loss as forecast, on a regular basis
	3.2	Identified losses are reported in accordance with workplace procedures
	3.3	Avoidable losses are identified, reasons are established, and appropriate solutions are recommended and implemented to prevent future avoidable losses
4 Process stock orders	4.1	Orders for stock are accurately processed in accordance with workplace procedures
	4.2	Stock ordering and recording systems are accurately maintained
	4.3	Purchase and supply agreements are correctly used and appropriate details are recorded
	4.4	Negotiated purchase and supply agreements are recorded accurately and filed for retrieval
5 Follow up orders	5.1	Delivery process is monitored to meet agreed deadlines
	5.2	Appropriate liaison is undertaken with colleagues and suppliers to ensure continuity of supply

© Commonwealth of Australia, 2025 Skills Insight

	5.3 Routine supply problems are followed up or referred to the appropriate person in accordance with workplace policy
	5.4 Stock is distributed in accordance with agreed allocations
6 Complete documentation	6.1 Required records and documentation are confirmed
	6.2 Required records and documentation are completed clearly and proofread
	6.3 Required records and documentation are processed in accordance with workplace procedures

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIA3038A Control and order stock.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIA3038 Control and order stock

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- adapting to differences in stock and systems in accordance with standard operating procedures
- applying relevant legislation and workplace procedures
- communicating and working effectively with others
- monitoring stock levels
- reading and interpreting relevant instructions, procedures and labels
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with regulatory requirements and workplace procedures
- selecting and using relevant communications and computing equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- contacts and sources of information and documentation needed when controlling and ordering stock
- customer service policies and procedures
- how to interpret workplace specifications and orders for supplies
- principles of stock control
- problems that may occur and appropriate action that can be taken to resolve these problems
- procedures for ordering stock
- protocols and procedures for liaising with supplier representatives, drivers and colleagues using appropriate technology
- relevant codes of practice and legislative requirements (for example dangerous goods regulations, health and hygiene regulations)

© Commonwealth of Australia, 2025 Skills Insight

- site layout
- stock control documentation and systems used in workplace stores
- stock security systems
- systems for completing relevant records and documentation.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and personal protective equipment currently used in industry.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLIA3039 Receive and store stock

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to receive and store stock for a workplace store in an enterprise/organisation in a transport, logistics, production, hospitality, retail or other relevant industry sector, in compliance with relevant codes of practice, regulations and workplace procedures.

Work must be carried out for receiving and storing stock in a workplace store. It specifically covers taking delivery of stock, storing, rotating and maintaining stock received, and completing documentation.

Work is performed under general supervision, with some accountability and responsibility for self and others in achieving the prescribed outcomes.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

A – Handling Cargo/Stock

Unit Sector

Not applicable.

Elements and Performance Criteria

Elements describe the Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

essential outcomes.	demonstrate achievement of the element.
1 Take delivery of stock	1.1 Incoming stock is accurately checked against orders and delivery documentation in accordance with workplace procedures
	1.2 Variations are accurately identified, recorded and communicated to appropriate person
	1.3 Items are inspected for damage, quality, use-by dates, breakages and discrepancies, and records are made in accordance with workplace policy
2 Store stock	2.1 Hazards are identified, risks are assessed and control measures are implemented
	2.2 Stock is promptly and safely transported to appropriate storage area without damage
	2.3 Stock is stored in appropriate location within area and in accordance with workplace security procedures
	2.4 Appropriate personal protective equipment is correctly used during receival and storage operations
	2.5 Stock levels are accurately recorded in accordance with workplace procedures
	2.6 Stock is labelled in accordance with workplace procedures
3 Rotate and maintain stock	3.1 Stock is rotated as required in accordance with workplace policy
	3.2 Stock is moved using appropriate equipment in accordance with work health and safety (WHS)/occupational health and safety (OHS) requirements, relevant regulations and workplace procedures
	3.3 Quality of stock is checked and reported
	3.4 Appropriate action is taken where stock quality is identified as outside specified standards
	3.5 Stock is placed in storage or disposed of in accordance with workplace policy

© Commonwealth of Australia, 2025 Skills Insight

4 Complete documentation	4.1 Required documentation procedures and processes are confirmed
	4.2 Records and documentation are completed legibly and proofread
	4.3 Records and documentation are processed in accordance with workplace procedures

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIA3039A Receive and store stock.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIA3039 Receive and store stock

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying relevant legislation and workplace procedures
- communicating and working effectively with others
- monitoring work activities in terms of planned schedule
- operating and adapting to differences in equipment in accordance with standard operating procedures
- reading and interpreting relevant instructions, procedures and labels
- selecting and using relevant communications and computing equipment
- selecting and using required personal protective equipment conforming to industry and work health and safety (WHS)/occupational health and safety (OHS) standards
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- contacts and sources of information and documentation needed when receiving and storing stock
- customer service policies and procedures
- interpretation of workplace specifications and orders for supplies
- principles of stock control
- problems that may occur when receiving and storing stock and appropriate action that can be taken to resolve these problems
- procedures for operating electronic communications equipment
- protocols and procedures for liaising with supplier representatives, drivers and colleagues using appropriate technology

© Commonwealth of Australia, 2025 Skills Insight

- purpose and procedures for using relevant personal protective equipment
- relevant codes of practice and legislative requirements (for example dangerous goods regulations, health and hygiene regulations)
- relevant WHS/OHS and environmental procedures and regulations
- safe lifting and handling procedures
- site layout
- stock control documentation and systems used in workplace stores
- stock security systems
- systems for completing relevant records and documentation.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment currently used in industry
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLIA4025 Regulate temperature controlled stock

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to regulate temperature controlled stock in accordance with relevant regulations and workplace procedures within the transport and logistics industry.

It includes identifying goods requiring temperature control, monitoring temperature of goods, and identifying and rectifying identified problems.

Work is performed under some supervision generally within a team environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

A – Handling Cargo/Stock

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

essential outcomes.	demonstrate achievement of the element.
1 Identify goods requiring temperature control	1.1 Goods requiring temperature control are identified
	1.2 Temperature for short-term and long-term storage is selected to match product type
	1.3 Upper and lower limits for temperature control are identified
	1.4 Storage separations and co-storage applications are identified for products
2 Monitor temperature	2.1 Appropriate methods for determining temperature of goods are identified
	2.2 Job hazards are identified and required action is taken to minimise, control or eliminate identified hazards
	2.3 Storage areas are monitored for temperatures within range for product types
	2.4 Products are monitored to ensure compliance with temperature storage requirements
	2.5 Short-term storage times are identified for transit goods
	2.6 Documentation is completed in accordance with workplace procedures
3 Identify and rectify problems	3.1 Implications of incorrect temperature are identified
	3.2 Damaged goods are identified and appropriate action is taken in accordance with workplace procedures
	3.3 Causes of out-of-temperature range are identified
	3.4 Appropriate personnel are notified for problem rectification
	3.5 Goods handling workplace procedures for maintenance of stock under temperature control are identified and implemented

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIA4025A Regulate temperature controlled stock.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIA4025 Regulate temperature controlled stock

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying relevant legislation and workplace procedures
- checking refrigeration equipment operation in terms of maintenance schedule and standard operating procedures
- communicating effectively with others
- implementing contingency plans
- operating and adapting to differences in stock and equipment in accordance with workplace procedures
- reading and interpreting relevant instructions, procedures and labels
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with regulatory requirements and workplace procedures
- selecting and using relevant equipment, processes and procedures
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- focus of operation of work systems, equipment, management and site operating systems for regulating temperature controlled stock
- hazards when regulating and working with temperature controlled stock and appropriate action to control the risks involved
- problems that can occur with temperature controlled stock and appropriate action that can be taken
- procedures for pre-cooling and snap freezing

© Commonwealth of Australia, 2025 Skills Insight

- relevant codes of practice, food safety standards and regulations for temperature controlled stock
- relevant work health safety (WHS)/occupational health and safety (OHS) and environmental protection procedures and guidelines
- special handling, stacking and storage requirements for temperature controlled stock
- workplace procedures and policies for regulating temperature controlled stock.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation including workplace procedures, regulations, food safety standards, codes of practice and operation manuals
- relevant materials, tools, equipment and personal protective equipment currently used in industry.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLID2003 Handle dangerous goods/hazardous substances

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to handle dangerous goods and hazardous substances in accordance with relevant work health safety (WHS)/occupational health and safety (OHS) regulations concerning the safe handling of dangerous goods and hazardous substances, within the transport and logistics industry.

It includes identifying requirements for working with dangerous goods and/or hazardous substances, confirming site incident procedures and selecting handling techniques.

Work is performed under general supervision.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

D – Load Handling

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the	Performance criteria describe the performance needed to

© Commonwealth of Australia, 2025 Skills Insight

essential outcomes.	demonstrate achievement of the element.
1 Identify requirements for working with dangerous goods and/or hazardous substances	1.1 Dangerous goods/hazardous substances are identified from information including class labels, manifests and other documentation
	1.2 Job hazards are identified and required action is taken to minimise, control or eliminate identified hazards
	1.3 Storage requirements for dangerous goods/hazardous substances are identified and applied
	1.4 Legislative requirements for dangerous goods/hazardous substances are used to plan work activities
	1.5 Handling procedures for different classes and characteristics of goods are observed
	1.6 Confirmation is sought from relevant personnel where dangerous goods/hazardous materials do not appear to be appropriately marked
2 Confirm site incident procedures	2.1 Incident reporting processes are identified
	2.2 Emergency equipment is located and checked in accordance with workplace procedures and statutory regulations
	2.3 Emergency procedures are identified and confirmed
3 Select handling techniques	3.1 Load handling and shifting procedures are selected in accordance with identified requirements for particular goods
	3.2 Handling equipment is checked for conformity with workplace requirements and manufacturer guidelines
	3.3 Suitable signage or placards are checked for compliance with workplace procedures, as required

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

© Commonwealth of Australia, 2025 Skills Insight

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLID2003A Handle dangerous goods/hazardous substances.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLID2003 Handle dangerous goods/hazardous substances

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- communicating and working effectively with others
- completing relevant documentation
- determining required permits
- estimating weight and dimensions of load and any special requirements
- identifying and assessing handling and storage precautions and requirements for dangerous goods/hazardous substances
- identifying and selecting safety requirements for handling dangerous goods/hazardous substances
- identifying containers and goods coding, markings and emergency information panels for mode of transport storage selected
- identifying dangerous goods/hazardous substances using labels, International Maritime Dangerous Goods (IMDG) Code markings, HAZCHEM signs and other relevant identification criteria
- identifying job and site hazards, and planning work to minimise risks
- implementing contingency plans
- maintaining workplace records and documentation
- modifying activities depending on operational contingencies, risk situations and environments
- monitoring and prioritising work activities in terms of planned schedule, predicting consequences and identifying improvements
- operating and adapting to differences in equipment in accordance with standard operating procedures
- operating electronic communications equipment to required protocol
- reading, interpreting and following relevant instructions, procedures, regulations, information and signs
- recognising hazards and applying precautions and required action to minimise, control or eliminate recognised hazards
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with regulatory requirements and workplace procedures

© Commonwealth of Australia, 2025 Skills Insight

- selecting and using required personal protective equipment (PPE) conforming to industry and work health and safety (WHS)/occupational health and safety (OHS) standards
- selecting appropriate equipment and work systems including PPE
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- equipment applications, capacities, configurations, safety hazards and control mechanisms
- housekeeping standards and procedures
- permit and licence requirements
- problems that may arise when handling of dangerous goods and hazardous substances and actions that should be taken to prevent or solve these problems
- relevant aspects of current Australian Dangerous Goods (ADG) Code and relevant Australian Standards
- relevant regulations and codes concerning handling dangerous goods/hazardous substances
- risks when handling dangerous goods/hazardous substances and related precautions to control risk
- workplace procedures for handling and storing dangerous goods/hazardous substances.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy

© Commonwealth of Australia, 2025 Skills Insight

requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation including workplace procedures, regulations, current ADG Code, codes of practice and operation manuals
- relevant materials, tools, equipment, and personal protective equipment currently used in industry.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLID2004 Load and unload goods/cargo

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to load and unload goods and cargo in accordance with relevant state/territory roads and traffic authority regulations/permit requirements.

It includes loading and unloading goods and cargo, securing and protecting a load and completing all required documentation.

Work is performed under general supervision within a team environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

D – Load Handling

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

1	**Load and unload goods/cargo**	1.1 Load characteristics are identified and taken into account when determining appropriate loading and unloading workplace procedures
		1.2 Job hazards are identified and required action is taken to minimise, control or eliminate identified hazards
		1.3 Dangerous or hazardous goods are identified and handled in accordance with the current Australian Dangerous Goods (ADG) Code and other relevant regulations/permit requirements
		1.4 Load is packed/unpacked to make safe and effective use of available spaces
		1.5 Goods/cargo are loaded in accordance with relevant mass and loading regulations and workplace procedures
		1.6 Lifting aids and appliances are selected and used to aid loading procedures in accordance with workplace procedures and safety legislation
		1.7 Unloading activities are conducted in a safe and efficient manner taking into account suitable locations, stowage, safe use of equipment and balance of remaining load
		1.8 Goods requiring special handling and/or documentation are identified and workplace procedures are followed
		1.9 Relocated material is restacked appropriate for transport method, safe height, weight loading, size and crushability of goods
2	**Secure and protect load**	2.1 Load distribution is checked to ensure it is even, legal and within safe working capacity
		2.2 Load is checked to ensure dangerous goods and hazardous substances are appropriately segregated in accordance with current ADG Code
		2.3 Load is secured using correct load restraint and protection equipment for different loads, carrying and storage conditions
		2.4 Load is protected in accordance with legal and workplace safety requirements
3	**Complete**	3.1 Load is inspected and checked for security to travel, in accordance with relevant regulations/permit requirements

© Commonwealth of Australia, 2025 Skills Insight

documentation		and current ADG Code, as required
	3.2	All required goods documentation is completed in accordance with workplace requirements including current ADG Code, as required

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLID2004A Load and unload goods/cargo.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLID2004 Load and unload goods/cargo

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying required action to minimise, control or eliminate identified hazards
- completing relevant documentation
- estimating load size, shape and special requirements and taking appropriate action
- identifying containers and goods coding, Australian Dangerous Goods (ADG) and International Maritime Dangerous Goods (IMDG) Code markings and emergency information panels, and taking appropriate action
- implementing contingency plans
- interpreting and following operational instructions and prioritising work
- modifying activities depending on operational contingencies, risk situations and environments
- monitoring work activities in terms of planned schedule
- operating and adapting to differences in cargo and equipment in accordance with operating procedures
- reporting and/or rectifying identified problems promptly, in accordance with regulatory requirements and workplace procedures
- reading and interpreting relevant instructions, procedures, information, signs and labels
- applying relevant legislation and workplace procedures
- selecting and using required personal protective equipment conforming to industry and work health safety (WHS)/occupational health and safety (OHS) standards
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- chain of responsibility workplace procedures
- housekeeping workplace procedures
- national load restraint guidelines
- problems that may arise when loading and unloading goods and cargo and actions that should be taken to prevent or solve these problems
- relevant Australian and international regulations and codes of practice for handling and transporting dangerous goods and hazardous substances
- relevant Australian Standards and regulations including state/territory mass and loading regulations
- risks when loading and unloading goods/cargo and related precautions to control risk
- safe work methods for securing load
- security awareness requirements when loading and unloading vehicles and in particular recognising, isolating and reporting suspicious cargo and goods
- site layout and obstacles
- WHS/OHS procedures and guidelines concerning the lifting and movement of loads
- workplace procedures and policies for loading and unloading goods/cargo.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation including workplace procedures, regulations, national Load Restraint Guide (LRG), codes of practice and operation manuals
- relevant materials, tools, equipment and personal protective equipment currently used in

© Commonwealth of Australia, 2025 Skills Insight

industry.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLID2010 Operate a forklift

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to operate a forklift in compliance with the relevant state/territory authority licence requirements and regulations, in a variety of operational contexts.

It includes checking forklift condition, driving forklift to fulfil operational requirements, and monitoring and maintaining forklift performance and site conditions.

Assessment of this unit will usually be undertaken within a licensing examination conducted by, or under the authority of, the relevant state/territory work health and safety (WHS)/occupational health and safety (OHS) authority.

Operation of a forklift is performed under some supervision, generally within a team environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

D – Load Handling

Unit Sector

Not applicable.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Check forklift condition	1.1 Condition of forklift is checked for compliance with WHS/OHS and workplace requirements for warning devices, manufacturer specifications and nature of load shifting task
	1.2 Attachments are checked to ensure appropriate adjustment and operation
	1.3 Mirrors and seats are adjusted for safe operation by driver
	1.4 Logbooks are checked and appropriate workplace documentation is completed in accordance with workplace requirements
2 Drive forklift	2.1 Forklift is started, steered, manoeuvred, positioned and stopped in accordance with regulations and manufacturer instructions
	2.2 Engine power is managed to ensure efficiency and performance and to minimise engine and gear damage
	2.3 Operational hazards are identified and/or anticipated and avoided or controlled through defensive driving and appropriate hazard control techniques
	2.4 Forklift is driven in reverse, maintaining visibility and achieving accurate positioning
	2.5 Forklift is parked, shut down and secured in accordance with manufacturer specifications, regulations and workplace procedures
3 Operate forklift to handle loads	3.1 Lifting task to be undertaken is appropriately planned, and correct lifting truck and attachments are selected
	3.2 Load is lifted, carried, lowered and set down in accordance with WHS/OHS legislation, manufacturer specifications and company procedures
4 Monitor site conditions	4.1 Hazards and traffic flow are identified when selecting the most efficient route and appropriate adjustments are made
	4.2 Site conditions are assessed to enable safe operations and to ensure no injury to people or damage to property, equipment, loads or facilities occurs

© Commonwealth of Australia, 2025 Skills Insight

5 Monitor and maintain forklift performance	5.1 Performance and efficiency of vehicle operation is monitored during use
	5.2 Defective/irregular performance and malfunctions are reported to relevant personnel
	5.3 Forklift records are maintained/updated in accordance with workplace procedures and legislative requirements

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLID2010A Operate a forklift.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLID2010 Operate a forklift

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying precautions and required action to minimise, control or eliminate identified hazards
- applying relevant legislation and workplace procedures
- checking and replenishing fluids, and carrying out lubrication processes
- communicating and working effectively with others
- completing relevant documentation
- ensuring forklift and its equipment are maintained in terms of service schedule and standard operating procedures
- identifying points of balance and safe lifting positions on a range of loads when operating a forklift (including accessories)
- modifying activities depending on operational contingencies, risk situations and environments
- monitoring performance of forklift and its equipment, and taking appropriate action as required
- monitoring and prioritising work activities in terms of planned schedule
- operating and adapting to differences in equipment in accordance with standard operating procedures
- operating electronic communications equipment to required protocol
- reading, interpreting and following relevant instructions, procedures, information and signs
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with regulatory requirements and workplace procedures
- selecting and using required personal protective equipment conforming to industry and WHS/OHS standards
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- efficient driving techniques
- engine power management and safe operating strategies
- forklift controls, instruments and indicators, and their use
- forklift handling procedures
- high risk work licence requirements
- operating hazards and related defensive driving and hazard control techniques
- operational emergency procedures
- pre-operational checks carried out on forklift and related action
- principles of stress management when driving a forklift
- relevant duty of care requirements for operating a forklift
- relevant WHS/OHS and environmental procedures and regulations
- site layout and obstacles
- workplace operating procedures.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment currently used in industry
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLID2013 Move materials mechanically using automated equipment

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to move materials mechanically using automated equipment such as automatic guided vehicles, tow motors, low level order pickers, conveyor systems and mechanised pallet movers.

It includes selecting appropriate mechanical moving equipment, moving materials/goods in accordance with operational requirements, checking condition of materials/goods and completing all required documentation.

Work must be carried out in compliance with relevant work health and safety (WHS)/occupational health and safety (OHS) regulations concerning moving materials mechanically using automated equipment.

Work is performed under limited or minimum supervision.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

D – Load Handling

Unit Sector

Not applicable.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Select load moving equipment	1.1 Mechanised handling equipment, route to be taken and procedures to be used are selected appropriate to goods characteristics
	1.2 Dangerous goods and hazardous materials are identified and handled in accordance with codes of practice, WHS/OHS requirements and workplace procedures
2 Move goods	2.1 Hazards are identified, risks are assessed and control measures are implemented
	2.2 Goods are moved using selected materials handling equipment in accordance with WHS/OHS regulations, manufacturer instructions and workplace procedures
	2.3 Problems moving goods and materials using automated equipment are identified and reported in accordance with workplace procedures
3 Check goods and complete documentation	3.1 Relocated goods are inspected for possible damage during transit/movement and appropriate action is taken
	3.2 Appropriate documentation is completed to track moved goods in accordance with workplace procedures

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

© Commonwealth of Australia, 2025 Skills Insight

Unit Mapping Information

This unit replaces and is equivalent to TLID2013A Move materials mechanically using automated equipment.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLID2013 Move materials mechanically using automated equipment

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements, performance criteria on at least one occasion and include:

- applying precautions and required action to minimise, control or eliminate identified hazards
- applying relevant legislation and workplace procedures
- checking and replenishing fluids and carrying out lubrication processes during work activities
- communicating effectively with others
- ensuring servicing of automated equipment in terms of maintenance schedule and standard operating procedures
- implementing contingency plans
- monitoring and prioritising work activities in terms of planned schedule
- monitoring performance of automated equipment and taking appropriate action as required
- operating and adapting to differences in equipment in accordance with operating procedures
- operating electronic communications equipment to required protocol
- reading, interpreting and following relevant instructions, procedures, information and signs
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with regulatory requirements and workplace procedures
- selecting and using required personal protective equipment conforming to industry and work health and safety (WHS)/occupational health and safety (OHS) standards
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements, performance criteria and include knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- housekeeping standards and procedures
- operational work systems, equipment, management and site operating systems for using automated equipment to move materials mechanically
- problems that may occur and appropriate action that can be taken to resolve these problems
- purpose, characteristics, capabilities, requirements and limitations of automated materials moving equipment
- relevant regulations, workplace procedures and policies for using automated equipment to move materials mechanically
- relevant WHS/OHS and environmental protection procedures and guidelines
- risks when using automated equipment to move materials and related precautions to control the risks
- site layout and obstacles.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals
- automated equipment such as:
  - automatic guided vehicles
  - tow motors
  - low level order pickers
  - conveyor systems
  - mechanised pallet movers
- relevant materials, tools, equipment and personal protective equipment currently used in industry.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLID3020 Care for livestock in transit

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to prepare and care for livestock in transit, in accordance with relevant regulations and industry codes of practice for caring for livestock in transit.

It includes making preparations to transport livestock, caring for and controlling livestock in transit, and using appropriate animal husbandry techniques, as required.

Work is performed under limited or minimum supervision generally within a team environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

D – Load Handling

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.

© Commonwealth of Australia, 2025 Skills Insight

1	**Prepare to transport livestock**	1.1	Condition, quality and quantity of livestock to be transported is checked prior to transport operation, in accordance with client requirements and workplace procedures
		1.2	Job hazards are identified and required action is taken to minimise, control or eliminate identified hazards
		1.3	Poor quality livestock is identified and reported to specified personnel in accordance with workplace procedures
		1.4	Feed provisions and other requirements for livestock, prior to and during transit, are identified and organised
		1.5	Portable stockyards are assembled as required
2	**Care for and control livestock in transit**	2.1	Condition of livestock is regularly monitored during loading, transit and unloading, and appropriate action is taken in accordance with relevant government regulations, workplace procedures, and humane and permit requirements
		2.2	Working dogs and appropriate handling equipment are used to aid handling of livestock during loading and unloading operations, in accordance with regulations and workplace procedures
		2.3	Required action is taken for care and wellbeing of animals in an accident during transit
		2.4	Distressed stock is handled in an appropriate manner in accordance with government regulations and workplace procedures
3	**Use animal husbandry techniques**	3.1	Symptoms of animal diseases and parasites are identified and appropriate action is taken to control them in accordance with relevant government regulations, workplace procedures, and humane and permit requirements
		3.2	Documentation is completed and proofread in accordance with workplace procedures
		3.3	Prescribed medication is administered to livestock in accordance with veterinary directions and workplace procedures

© Commonwealth of Australia, 2025 Skills Insight

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLID3020A Care for livestock in transit.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLID3020 Care for livestock in transit

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying precautions and required action to minimise, control or eliminate identified hazards
- applying relevant legislation and workplace procedures
- communicating effectively with others
- completing relevant documentation
- identifying and correctly using required equipment
- implementing contingency plans
- interpreting and following operational instructions and prioritising work
- modifying activities depending on operational contingencies, risk situations and environments
- monitoring work activities in terms of planned schedule
- operating and adapting to differences in equipment in accordance with operating procedures
- reporting and/or rectifying identified problems promptly, in accordance with regulatory requirements and workplace procedures
- reading and interpreting relevant instructions, procedures and information
- working collaboratively with others
- working systematically with required attention to detail without injury to self or others, or damage to animals or equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- Australian animal welfare standards and guidelines for transporting livestock by land
- housekeeping standards and procedures when caring for livestock during transit
- insurance rights and responsibilities
- methods of securing livestock during transit
- relevant regulations for caring for livestock in transit
- risks when caring for livestock in transit and related precautions to control the risk
- specialised livestock handling equipment and procedures for its use
- work health and safety (WHS)/ occupational health and safety (OHS) procedures and guidelines for lifting and moving loads
- workplace procedures and policies for caring for livestock in transit.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and personal protective equipment currently used in industry.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLIF3003 Implement and monitor work health and safety procedures

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to implement and monitor work health and safety (WHS)/occupational health and safety (OHS) procedures, in compliance with relevant WHS/OHS regulations.

It includes accessing information about WHS/OHS workplace policies and procedures, and implementing and monitoring procedures for identifying and assessing hazards and controlling risks. It also includes planning and supervising housekeeping arrangements, and implementing and monitoring procedures for dealing with hazardous events.

Work is performed under some supervision generally within a team environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

F – Safety Management

Unit Sector

Not applicable.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria

Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Access information about WHS/OHS and workplace policies and procedures	1.1 Relevant provisions of WHS/OHS legislation and codes of practice are accurately followed
	1.2 Information on workplace WHS/OHS health and safety policies, procedures and programs is stored in a readily accessible location and manner
	1.3 Information is accurately and clearly explained to work team
	1.4 Information about risk identification outcomes and control procedures is provided to appropriate personnel
2 Implement and monitor procedures for identifying and assessing hazards	2.1 Existing and potential hazards in work area are identified and reported
	2.2 Identified hazards are assessed in relation to relative risk
	2.3 Appropriate action is initiated to minimise and control risks/hazards
3 Implement and monitor procedures for controlling risks	3.1 Incorporation of hierarchy of risk control measures within hazard register is checked
	3.2 Existing risk control measures are implemented, monitored and reviewed
	3.3 Work procedures to control risks are implemented and adherence to them by work group is monitored
	3.4 Required improvements to existing risk control measures are identified, including required resources for implementation, and reported to appropriate personnel
4 Plan and supervise housekeeping arrangements	4.1 Housekeeping tasks are identified and incorporated in enterprise work roles
	4.2 Housekeeping equipment is maintained
	4.3 Team members are allocated housekeeping tasks and are supervised in performing allocated tasks

© Commonwealth of Australia, 2025 Skills Insight

	4.4 Housekeeping practices are planned to conform with environmental and WHS/OHS health and safety requirements
5 Implement and monitor procedures for dealing with hazardous events	5.1 Workplace procedures for dealing with hazardous events are implemented as required to ensure prompt control action is taken
	5.2 Hazardous events are investigated to identify causes
	5.3 Risk control measures are implemented to prevent recurrence and to minimise risks of hazardous events or issues, and are reported to appropriate personnel for implementation

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIF3003A Implement and monitor occupational health and safety procedures.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIF3003 Implement and monitor work health and safety procedures

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- applying relevant legislation and workplace procedures
- communicating and working effectively with others
- completing relevant documentation
- ensuring that precautions and required action are taken to minimise, control or eliminate identified hazards
- implementing contingency plans
- modifying activities depending on operational contingencies, risk situations and environments
- monitoring and prioritising work activities in terms of planned schedule
- operating electronic communications equipment to required protocol
- reading, interpreting and following relevant instructions, procedures
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with regulatory requirements and workplace procedures
- selecting and using required personal protective equipment conforming to industry and work health and safety (WHS)/occupational health and safety (OHS) standards.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

© Commonwealth of Australia, 2025 Skills Insight

- emergency and evacuation procedures
- HAZCHEM symbols and implications for safe work and storage
- hierarchy of risk controls
- housekeeping standards and procedures
- location and use of safety alarms, manifests, emergency shut-off systems, emergency communications systems
- manual and mechanically operated lifting and load shifting procedures
- procedures for storing and using flammable materials
- procedures for storing and using hazardous substances
- relevant WHS/OHS procedures and guidelines
- reporting procedures for unsafe situations, fire hazards, broken or damaged equipment or fittings, sickness and accidents
- risks when using manually-operated equipment to shift loads and related precautions to control these risks
- signs and signals for WHS/OHS warnings
- site layout and obstacles
- terms used in safety data sheets (SDSs)/material safety data sheets (MSDSs)
- transport requirements for transporting goods within a workplace.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the *Standards for Registered Training Organisations* current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment currently used in industry
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals.

© Commonwealth of Australia, 2025 Skills Insight

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

TLIK2010 Use infotechnology devices in the workplace

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to use infotechnology devices in the workplace in accordance with the relevant work health and safety (WHS)/occupational health and safety (OHS) regulations and workplace procedures, within the transport and logistics industry.

It includes identifying infotechnology equipment and systems; setting up, using and shutting down computer based equipment and systems; and inputting, storing and presenting files/data. It also involves implementing workplace procedures for managing and securing data.

Work is performed under some supervision, generally within a team environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

K – Technology

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Identify infotechnology systems	1.1 Types of infotechnology equipment used in the

© Commonwealth of Australia, 2025 Skills Insight

	work area are identified
	1.2 Functions of equipment, component parts and accessories are identified
	1.3 Applications for workplace activities of different infotechnology equipment and systems are interpreted
	1.4 Routine faults in operating systems, software applications and operator errors are identified
	1.5 Sources of information on rectifying/reporting faults with operating equipment, systems and application are identified
2 Access and operate computer-based equipment and systems	2.1 Work environments and equipment are adjusted to meet ergonomic requirements and workplace policies and procedures
	2.2 Systems are accessed and checked as required for viruses
	2.3 Equipment is set up for work requirements in accordance with workplace procedures and manufacturers guidelines
	2.4 Infotechnology equipment and software operating manuals and/or help screens are used to inform work practices
	2.5 Required application software packages and accessories are selected and accessed
	2.6 Required file and/or data to be accessed is identified
	2.7 Files/data are filed in accordance with workplace procedures
	2.8 Shut-down procedures for files, applications and equipment are followed
3 Input, store and present files/data	3.1 Data is entered using appropriate equipment, keyboard/mouse, bar code reader, touch screen or other system
	3.2 Accurate input is confirmed
	3.3 Files are accessed in accordance with workplace

© Commonwealth of Australia, 2025 Skills Insight

	procedures
	3.4 Data is manipulated to suit work requirements and is checked for accuracy
	3.5 Saved files are accessed through relevant directories
	3.6 Information and disk/s are stored as required
	3.7 Information is presented using computerised projection facilities as required
4 Implement workplace procedures for managing and securing data	4.1 Security procedures are followed in accordance with workplace procedures
	4.2 Precautions against the loss or corruption of data are followed in accordance with workplace procedures

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to TLIK2010A Use infotechnology devices in the workplace.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

© Commonwealth of Australia, 2025 Skills Insight

Assessment Requirements for TLIK2010 Use infotechnology devices in the workplace

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- accessing and/or completing electronic documentation through the use of infotechnology devices in the workplace
- adapting to differences in software and equipment in accordance with standard operating procedures
- applying precautions and required action to minimise, control or eliminate hazards that may exist when using infotechnology devices in the workplace
- applying relevant legislation and workplace procedures
- identifying and using computer equipment, software, processes and procedures required within the job context
- identifying fault-finding procedures
- implementing contingency plans when using infotechnology devices in the workplace including using security and backup software and procedures
- modifying activities depending on operational contingencies, risk situations and environments
- operating infotechnology devices used within the workplace in accordance with operational requirements
- reading and interpreting instructions, procedures, information, operational instructions and manuals relevant to using infotechnology devices in the workplace
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with regulatory requirements and workplace procedures
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

© Commonwealth of Australia, 2025 Skills Insight

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- work health and safety (WHS)/occupational health and safety (OHS) risks and hazards when using computer equipment for work tasks, and ways of controlling these risks/hazards
- relevant WHS/OHS procedures and guidelines for using computer equipment in the workplace
- typical problems that can occur when using infotechnology devices, and computer applications in the workplace and related appropriate action that can be taken to prevent or solve these problems
- workplace procedures for using computer equipment and application software appropriate for work role.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations, current at the time of assessment.

As a minimum, assessment must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations, current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment currently used in industry
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals.
-

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851

© Commonwealth of Australia, 2025 Skills Insight

UEENEED101A Use computer applications relevant to a workplace

Modification History

Not applicable.

Unit Descriptor

Unit Descriptor

1) Scope:

1.1) Descriptor

This unit covers the basic use of personal computers application relevant to a work function. It encompasses switching the computer on, applying user preferences, selecting basic applications, entering and retrieving information and printing files.

Note:

This unit applies to all aspects of Electrotechnology – engineering applications only. For general competencies related to Information Technologies refer to the latest endorsed IT Training Package.

Application of the Unit

Application of the Unit

2)

This unit is intended for competency development entry-level employment-based programs incorporated in approved contracts of training. It may be used to augment previously acquired competencies.

Licensing/Regulatory Information

License to practice

3)

The skills and knowledge described in this unit do not require a license to practice in the workplace. However, practice in this unit is subject to regulations directly

© Commonwealth of Australia, 2025 Skills Insight

License to practice **3)**

related to occupational health and safety and where applicable contracts of training such as apprenticeships.

Pre-Requisites

Prerequisite Unit(s) **4)**

Competencies **4.1)**

Granting competency in this unit shall be made only after competency in the following unit(s) has/have been confirmed.

UEENEEE101A	Apply Occupational Health Safety regulations, codes and practices in the workplace.

Literacy and numeracy skills **4.2)**

Participants are best equipped to achieve competency in this unit if they have reading, writing and numeracy skills indicated by the following scales. Description of each scale is given in Volume 2, Part 3 ‘Literacy and Numeracy’

Reading 3 Writing 3 Numeracy 3

Employability Skills Information

Employability Skills **5)**

The required outcomes described in this unit of competency contain applicable facets of Employability Skills. The Employability Skills Summary of the qualification in which this unit of competency is packaged will assist in identifying Employability Skill requirements.

© Commonwealth of Australia, 2025 Skills Insight

Elements and Performance Criteria Pre-Content

6) Elements describe the essential outcomes of a competency standard unit	Performance Criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT		PERFORMANCE CRITERIA	
1	Prepare to use computer applications.	1.1	OHS procedures for a given work area are identified, obtained and understood through established routines and procedures.
		1.2	Established OHS risk control measures and procedures in relation to computer and keyboard use are followed.
		1.3	Information required for the use of the application is obtained from appropriate sources.
		1.4	Computer is started up and desktop icons are manipulated to access desired application, directories and files.
		1.5	On-screen instructions in relation to any anomaly such as a virus warning are followed.
		1.6	Help directory is used to resolve any straightforward start up or access issues or anomalies.
2	Use computer basic application.	2.1	Established OHS risk control measures and procedures for carrying out the work are followed.
		2.2	Information is added, altered or deleted as needed in accordance with application user instructions.
		2.3	Routine checks are made to ensure accuracy of information in accordance with quality requirements.
3	Output information	3.1	Completed files are stored appropriately in

© Commonwealth of Australia, 2025 Skills Insight

ELEMENT	PERFORMANCE CRITERIA	
from an application.		accordance with enterprise requirements.
	3.2	Files are printed for a formal record and/or to forward to others.
	3.3	Files are sent via email in a readable format.
4 Shut down computer.	4.1	Files are named, arranged, saved and backed up in accordance with enterprise requirements.
	4.2	Computer shutdown procedures are followed and computer switched off.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

8) This describes the essential skills and knowledge and their level, required for this unit.

Evidence shall show that knowledge has been acquired of safe working practices using basic computer applications relevant to a workplace.

All knowledge and skills detailed in this unit should be contextualised to current industry practices and technologies.

KS01-ED101A Basic Computer Applications

Evidence shall show an understanding of computer use basics to an extent indicated by the following aspects:

T1 Starting up

T2 Selecting application

T3 Entering information

T4 Saving

T5 Printing

Evidence Guide

EVIDENCE GUIDE

9) This provides essential advice for assessment of the unit and must be read in

© Commonwealth of Australia, 2025 Skills Insight

EVIDENCE GUIDE

conjunction with the performance criteria and the range statement of the unit and the Training Package Assessment Guidelines.

The Evidence Guide forms an integral part of this unit. It must be used in conjunction with all parts of this unit and performed in accordance with the Assessment Guidelines of this Training Package.

Overview of Assessment **9.1)**

Longitudinal competency development approaches to assessment, such as Profiling, require data to be reliably gathered in a form that can be consistently interpreted over time. This approach is best utilised in Apprenticeship programs and reduces assessment intervention. It is the industry-preferred model for apprenticeships. However, where summative (or final) assessment is used it is to include the application of the competency in the normal work environment or, at a minimum, the application of the competency in a realistically simulated work environment. It is recognised that, in some circumstances, assessment in part or full can occur outside the workplace. However, it must be in accordance with industry and regulatory policy.

Methods chosen for a particular assessment will be influenced by various factors. These include the extent of the assessment, the most effective locations for the assessment activities to take place, access to physical resources, additional safety measures that may be required and the critical nature of the competencies being assessed.

The critical safety nature of working with electricity, electrical equipment, gas or any other hazardous substance/material carries risk in deeming a person competent. Sources of evidence need to be ‘rich’ in nature to minimise error in judgment.

Activities associated with normal everyday work have a bearing on the decision as to how much and how detailed the data gathered will contribute to its ‘richness’. Some skills are more critical to safety and operational requirements while the same skills may be more or less frequently practised. These points are raised for the assessors to consider when choosing an assessment method and developing assessment instruments. Sample assessment instruments are included for Assessors in the Assessment Guidelines of this Training Package.

© Commonwealth of Australia, 2025 Skills Insight

Critical aspects of evidence required to demonstrate competency in this unit **9.2)**

Before the critical aspects of evidence are considered all prerequisites shall be met.

Evidence for competence in this unit shall be considered holistically. Each element and associated performance criteria shall be demonstrated on at least two occasions in accordance with the 'Assessment Guidelines – UEE11'. Evidence shall also comprise:

- A representative body of work performance demonstrated within the timeframes typically expected of the discipline, work function and industrial environment. In particular this shall incorporate evidence that shows a candidate is able to:
  - Implement Occupational Health and Safety workplace procedures and practices, including the use of risk control measures as specified in the performance criteria and range statement
  - Apply sustainable energy principles and practices as specified in the performance criteria and range statement
  - Demonstrate an understanding of the essential knowledge and associated skills as described in this unit. It may be required by some jurisdictions that RTOs provide a percentile graded result for the purpose of regulatory or licensing requirements.
  - Demonstrate an appropriate level of skills enabling employment
  - Conduct work observing the relevant Anti Discrimination legislation, regulations, polices and workplace procedures
- Demonstrated consistent performance across a representative range of contexts from the prescribed items below:
  - Use basic computer applications relevant to workplace as described in 8) and including:

A	Correctly starting-up a computer.
B	Dealing with anomalies appropriately.
C	Following application instructions to input and output information.
D	Storing information appropriately.

© Commonwealth of Australia, 2025 Skills Insight

E	Outputting information to a printer.
F	Forwarding information via email and/or web mail in a readable format.
G	Producing, storing and forwarding engineering related reports and/or results using at least three computer applications according to requirements
H	Shutting down a computer correctly
I	Dealing with unplanned events by drawing on essential knowledge and skills to provide appropriate solutions incorporated in a holistic assessment with the above listed items.

Note:

Successful completion of relevant vendor training may be used to contribute to evidence on which competency is deemed. In these cases the alignment of outcomes of vendor training with performance criteria and critical aspects of evidence shall be clearly identified.

Context of and specific resources for assessment

9.3)

This unit should be assessed as it relates to normal work practice using procedures, information and resources typical of a workplace. This should include:

- OHS policy and work procedures and instructions.
- Suitable work environment, facilities, equipment and materials to undertake actual work as prescribed in this unit.

These should be used in the formal learning/assessment environment.

Note:

Where simulation is considered a suitable strategy for assessment, conditions for assessment must be authentic and as far as possible reproduce and replicate the workplace and be consistent with the approved industry simulation policy.

In addition to the resources listed above, evidence should show demonstrated competency to produce, store and forward engineering related reports and/or results using a range of

© Commonwealth of Australia, 2025 Skills Insight

computer applications.

Method of assessment **9.4)**

This unit shall be assessed by methods given in Volume 1, Part 3 'Assessment Guidelines'.

Note:

Competent performance with inherent safe working practices is expected in the Industry to which this unit applies. This requires assessment in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit.

Concurrent assessment and relationship with other units **9.5)**

There are no concurrent assessment recommendations for this unit.

Range Statement

RANGE STATEMENT

10) This relates to the unit as a whole providing the range of contexts and conditions to which the performance criteria apply. It allows for different work environments and situations that will affect performance.

This unit shall/may be demonstrated in relation to at least three of the following using computer applications to produce, store and forward engineering related reports and/or results at a basic level.

- Word processing
- Spread sheet
- Drawings
- Business management
- Apparatus set-up
- Note:

Apparatus set-up applications are invariably vendor specific and include

© Commonwealth of Australia, 2025 Skills Insight

RANGE STATEMENT

icon-based integration and control applications.

Generic terms used throughout this Vocational Standard shall be regarded as part of the Range Statement in which competency is demonstrated. The definition of these and other terms that apply are given in Volume 2, Part 2.1.

Unit Sector(s)

Not applicable.

Competency Field

Competency Field **11)**

Computer Systems

© Commonwealth of Australia, 2025 Skills Insight

AMP Australian Meat Processing Training Package

Modification History

Version	Release Date	Comments
2.0	TBA	Includes 15 new and revised qualifications, 293 new units of competency and assessment requirements and 60 new Skill Sets.
1.0	1 December 2015	Initial release Includes 10 qualifications and 127 units of competency and assessment requirements.

Credit Arrangements

Qualification	Credit Arrangements
AMP20116 Certificate II in Meat Processing (Food Services)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP20216 Certificate II in Meat Processing (Smallgoods)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP20316 Certificate II in Meat Processing (Abattoirs)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP20415 Certificate II in Meat Processing (Meat Retailing)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP30116 Certificate III in Meat Processing (Boning Room)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP30216 Certificate III in Meat Processing (Food Services)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP30316 Certificate III in Meat Processing (Meat Safety)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP30416 Certificate III in Meat Processing (Rendering)	At the time of endorsement of this Training Package no national credit arrangements exist.

© Commonwealth of Australia, 2025 Skills Insight

AMP30516 Certificate III in Meat Processing (Slaughtering)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP30616 Certificate III in Meat Processing (General)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP30716 Certificate III in Meat Processing (Quality Assurance)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP30815 Certificate III in Meat Processing (Retail Butcher)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP30916 Certificate III in Meat Processing (Smallgoods - General)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP31016 Certificate III in Meat Processing (Smallgoods - Manufacture)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP31116 Certificate III in Meat Processing (Livestock Handling)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP31216 Certificate III in Meat Processing (Packing Operations)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP40215 Certificate IV in Meat Processing (General)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP40315 Certificate IV in Meat Processing (Leadership)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP40415 Certificate IV in Meat Processing (Quality Assurance)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP40516 Certificate IV in Meat Processing (Meat Safety)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP50115 Diploma of Meat Processing (Meat Retailing)	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP50215 Diploma of Meat Processing	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP60115 Advanced Diploma of Meat Processing	At the time of endorsement of this Training Package no national credit arrangements exist.
AMP80115 Graduate Certificate in Agribusiness	At the time of endorsement of this Training Package no national credit arrangements exist.

© Commonwealth of Australia, 2025 Skills Insight

AMP80215 Graduate Diploma of Agribusiness	At the time of endorsement of this Training Package no national credit arrangements exist.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00001 Animal Welfare Officer Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to manage an animal welfare team.

Pathways Information

The units of competency comprising the Animal Welfare Officer Skill Set are drawn from AQF levels II and IV in the meat industry qualifications, and can be counted towards these qualifications and qualifications from other Training Packages, where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 2 units of competency.

Unit Code	Unit Title
AMPA2006	Apply animal welfare and handling requirements
AMPA411	Oversee humane handling of animals

Target Group

Typically the Animal Welfare Officer is a company employee who manages the company's animal welfare team and therefore is able to:

© Commonwealth of Australia, 2025 Skills Insight

- understand and articulate the regulatory and technical issues associated with animal welfare
- represent the company with regard to the approach taken to address animal welfare issues
- influence company policies, procedures, training regimes, Key Performance Indicators (KPIs) and Quality Assurance (QA) documentation as they relate to procedures impacting on animal welfare
- review, as part of their duties, the results of the routine monitoring of procedures impacting on animal welfare
- review the results of internal and external audits to assess the performance of the company in relation to animal welfare
- oversee the implementation of corrective actions and preventative measures
- monitor the effectiveness of corrective actions and preventative measures
- implement animal welfare assessment criteria and perform an abattoir animal welfare assessment
- recognise operative training needs and implement training for animal handlers

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for managing animal welfare.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00002 Bandsaw Operator (Meat Retail) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to operate a bandsaw to prepare meat cuts in a meat retailing or wholesaling enterprise.

Pathways Information

The Units of Competency comprising the Bandsaw Operator (Meat Retail) Skill Set are drawn from AQF levels II and III in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPX201	Prepare and operate bandsaw

Target Group

Typically the trainee is a meat retailing employee who is required to regularly operate a bandsaw to prepare meat cuts in a meat retailing or wholesaling enterprise.

© Commonwealth of Australia, 2025 Skills Insight

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the meat processing industry requirements for operation of a bandsaw to prepare meat cuts in a meat retailing or wholesaling enterprise.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00003 Bandsaw Operator (Small Stock) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to operate a bandsaw to split small stock carcases and/or prepare meat cuts.

Pathways Information

The Units of Competency comprising the Bandsaw Operator (Small Stock) Skill Set are drawn from AQF levels II and III in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 4 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPA3054	Break carcase using a bandsaw
AMPX201	Prepare and operate bandsaw

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is a company employee who is required to regularly operate a bandsaw to split small stock carcases and/or prepare meat cuts.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the meat processing industry requirements for operation of a bandsaw to split small stock carcases and/or prepare meat cuts.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00004 Basic Bandsaw Operator Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge for the basic operation of a bandsaw in the meat industry.

Pathways Information

The Units of Competency comprising the Basic Bandsaw Operator Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPX201	Prepare and operate bandsaw

Target Group

Typically the trainee is a company employee who is required to regularly operate a bandsaw.

© Commonwealth of Australia, 2025 Skills Insight

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for basic operation of a bandsaw in the meat industry.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00005 Basic Meat Industry Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge for commencing workers in the Australian meat industry to work safely and hygienically.

Pathways Information

The Units of Competency comprising the Basic Meat Industry Skill Set are drawn from AQF levels I and II in the qualifications, and can be counted towards other qualifications, where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 2 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures

Target Group

Typically the trainee is a new employee commencing work in the meat industry.

© Commonwealth of Australia, 2025 Skills Insight

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for working safely and applying hygiene and sanitation requirements for commencing workers in the Australian meat industry.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00006 Carcase Trimming (Contamination Trim) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to trim contamination from a carcase in a meat processing plant.

Pathways Information

The Units of Competency comprising the Carcase Trimming (Contamination Trim) Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 4 units of competency.

Unit Code	Unit Title
AMPA2044	Trim neck
AMPA2047	Inspect hindquarter and remove contamination
AMPA2048	Inspect forequarter and remove contamination
AMPX209	Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an existing employee who will be able to trim a carcase to remove contamination.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements to trim contamination from a carcase in a meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00007 Carcase Trimming (Retain Rail) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to trim a carcase on a retain rail.

Pathways Information

The Units of Competency comprising the Carcase Trimming (Retain Rail) Skill Set are drawn from AQF levels II and III in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 6 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPA2047	Inspect hindquarter and remove contamination
AMPA2048	Inspect forequarter and remove contamination
AMPA3046	Undertake retain rail operations
AMPX209	Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is a company employee who trims carcases on the retain rail.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for trimming a carcase on a retain rail.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00008 Carcase Trimming (Specifications Trim - Knife)

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to trim a carcase to specification using a knife.

Pathways Information

The Units of Competency comprising the Carcase Trimming (Specifications Trim) Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 5 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPA2045	Trim forequarter to specification
AMPA2046	Trim hindquarter to specification
AMPX209	Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an existing employee who will be able to trim a carcase to achieve a carcase specification using a knife.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for trimming a carcase to specification using a knife.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00009 Carcase Trimming (Specifications Trim - Whizzard Knife) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to trim a carcase to specification using a whizzard knife.

Pathways Information

The Units of Competency comprising the Carcase Trimming (Specifications Trim – Whizzard Knife) Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 6 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPA2026	Operate whizzard knife
AMPA2045	Trim forequarter to specification
AMPA2046	Trim hindquarter to specification
AMPX209	Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an existing employee who will be able to trim a carcase to achieve a carcase specification trim using a whizzard knife.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for trimming a carcase to specification using a whizzard knife.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00010 Carcase Trimming (SRM Removal) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to trim a carcase to remove Specified Risk Material (SRM).

Pathways Information

The Units of Competency comprising the Carcase Trimming (SRM Removal) Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 4 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPA2049	Remove spinal cord
AMPX209	Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an existing employee who will be able to trim a carcase to remove specified risk material.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for trimming a carcase to remove specified risk material.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00011 Cheek Meat Recovery Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to recover cheek meat in a meat processing plant.

Pathways Information

The Units of Competency comprising the Cheek Meat Recovery Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 2 units of competency.

Unit Code	Unit Title
AMPA2084	Remove cheek meat
AMPX209	Sharpen knives

Target Group

Typically the trainee is a company employee who works in a slaughtering establishment recovering cheek meat from heads.

© Commonwealth of Australia, 2025 Skills Insight

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for recovering cheek meat in a meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00012 Cook and Process Meats for Meat Retail Product Range Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to include previously cooked or processed meats in a meat retailing product range.

Pathways Information

The units of competency comprising the Cook and Process Meats for Meat Retail Product Range Skill Set are drawn from AQF levels II, III and IV in the meat processing qualifications, and can be counted towards these qualifications where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 7 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR404	Facilitate hygiene and sanitation performance
AMPR321	Collect and prepare standard samples
AMPS207	Slice product using simple machinery
AMPX214	Package meat and smallgoods product for retail sale

© Commonwealth of Australia, 2025 Skills Insight

AMPX402	Monitor and overview the production of processed meats and smallgoods
AMPX420	Participate in the ongoing development and implementation of a HACCP and Quality Assurance system

Target Group

This Skill Set is for meat retailers who wish to include cooked and/or processed meats with their existing product range.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for the inclusion of cooked or processed meats in a meat retailing product range.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00013 Despatch Carcase from the Slaughter Floor Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to weigh, grade and then ticket carcases prior to them leaving the slaughter floor.

Pathways Information

The Units of Competency comprising the MTM11 Despatch Carcase from the Slaughter Floor Skill Set are drawn from AQF level II in the Qualifications and can be counted towards meat processing Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AMPA2060	Grade carcase
AMPA2061	Weigh carcase
AMPA2062	Operate semi-automatic tagging machine

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an enterprise employee who weighs, grades and tickets carcases prior to chilling.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for enterprise employees who weigh, grade and then ticket carcases prior to them leaving the slaughter floor.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00014 Effective Stunning (Captive Bolt) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to stun livestock using a captive bolt in an Australian meat processing plant.

Pathways Information

The units of competency comprising the Effective Stunning (Captive Bolt) Skills Set are drawn from AQF levels II and III in the qualifications, and can be counted towards other qualifications where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 4 units of competency.

Unit Code	Unit Title
AMPCOR204	Follow safe work policies and procedures
AMPA2002	Restrain animal
AMPA2006	Apply animal welfare and handling requirements
AMPA3000	Stun animal

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is a company employee who is engaged in the stunning of livestock using a captive bolt and has responsibility to monitor animal welfare during this process.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for the stunning of livestock using a captive bolt in an Australian meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00015 Effective Stunning (Electrical Stunning) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to perform electrical stunning of livestock in an Australian meat processing plant.

Pathways Information

The units of competency comprising the Effective Stunning (Electrical Stunning) Skills Set are drawn from AQF levels II and III in the qualifications, and can be counted towards other qualifications where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AMPCOR204	Follow safe work policies and procedures
AMPA2006	Apply animal welfare and handling requirements
AMPA3000	Stun animal

Target Group

Typically the trainee is a company employee who electrically stuns livestock and has responsibility to monitor animal welfare during this process.

© Commonwealth of Australia, 2025 Skills Insight

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for the electrical stunning of livestock in an Australian meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00016 Effective Stunning (Gas Stunning) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to perform gas stunning of livestock in an Australian meat processing plant.

Pathways Information

The units of competency comprising the Effective Stunning (Gas Stunning) Skills Set are drawn from AQF levels II and III in the qualifications, and can be counted towards other qualifications where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AMPCOR204	Follow safe work policies and procedures
AMPA2006	Apply animal welfare and handling requirements
AMPA3000	Stun animal

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is a company employee who is responsible for the gas stunning of livestock and has responsibility to monitor animal welfare during this process.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for the gas stunning of livestock in an Australian meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00017 Fellmongering Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge carry out basic fellmongering tasks to prepare skins for sale

Pathways Information

The Units of Competency comprising the Fellmongering Skill Set are drawn from AQF level II in the Qualifications and can be counted towards meat processing Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 5 units of competency.

Unit Code	Unit Title
AMPA2136	Overview fellmongering operations
AMPA2137	Chemically treat skins for fellmongering process
AMPA2138	Prepare chemicals for fellmongering process
AMPA2140	Perform sweating operation on fellmongered skins
AMPA2146	Perform skin fleshing operation

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an enterprise employee who is required to carry out basic fellmongering tasks to prepare skins for sale.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for enterprise employees who are required to carry out basic fellmongering tasks to prepare skins for sale.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00018 Game Harvester Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to short and harvest wild game animals.

Pathways Information

The Units of Competency comprising the Game Harvester Skill Set are drawn from AQF level II and III in the meat processing qualifications, and can be counted towards other meat processing qualifications, where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 6 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPG300	Overview wild game meat industry
AMPG301	Operate a game harvesting vehicle
AMPG302	Eviscerate, inspect and tag wild game carcase in the field
AMPG306	Use firearms to harvest wild game
AMPX209	Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Game harvesters who field shoot wild game animals, including macropods, possums, camels, horses, deer, feral goats and wild boar, for further processing.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for shooters harvesting wild game animals.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00019 Game Industry Depot Management Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to manage the receival, chilling, storage and loadout of wild game carcases at chiller boxes.

Pathways Information

The Units of Competency comprising the Game Industry Depot Management Skill Set are drawn from AQF levels II and III in the meat processing qualifications, and can be counted towards other meat processing qualifications, where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 6 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPG300	Overview wild game meat industry
AMPG303	Receive and inspect wild game carcases from the field
AMPG305	Store wild game carcases
AMPA2108	Loadout meat product
AMPX204	Maintain production records

© Commonwealth of Australia, 2025 Skills Insight

Target Group

The target group for this skill set is game depot managers responsible for the receival, chilling, storage and loadout of wild game carcases from chiller boxes. However, individual Units are applicable to operators responsible for the receival of wild game carcases directly from the field and into a processing plant.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for managing the receival, chilling, storage and loadout of wild game carcases at chiller boxes.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00020 Game Pre-dressing Inspection Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to perform a pre-dressing inspection on wild game carcases at a wild game processing plant.

Pathways Information

The Units of Competency comprising the Game Pre-dressing Inspection Skill Set are drawn from AQF levels II and III in the meat processing qualifications, and can be counted towards other meat processing qualifications where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPG300	Overview wild game meat industry
AMPG304	Receive and inspect wild game carcases at a processing plant

© Commonwealth of Australia, 2025 Skills Insight

Target Group

The nominated and authorised operator responsible for the inspection of wild game carcases prior to processing at a game processing plant. The operator may or may not also be responsible for the receival of carcases into the plant, the weighing of carcases and the keeping of detailed records.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for those operators responsible for performing a pre-dressing inspection on wild game carcases at a wild game processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00021 Green Offal Processing (Clean Tripe Room) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to further process tripe.

Pathways Information

The Units of Competency comprising the Green Offal Processing (Clean Tripe Room) Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 4 Units of Competency.

Unit Code	Unit Title
AMPA2100	Overview offal processing
AMPA2103	Further process tripe
AMPA2104	Trim processed tripe
AMPX209	Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is a company employee who works in further processing of tripe.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for further processing of tripe.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00022 Green Offal Processing (Maws Processing) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to recover pig paunches.

Pathways Information

The Units of Competency comprising the Green Offal Processing (Maws Processing) Skill Set drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 Units of Competency.

Unit Code	Unit Title
AMPA2100	Overview offal processing
AMPA2107	Process maws
AMPX209	Sharpen knives

Target Group

Typically the trainee is a company employee who works in the recovering of pig paunches.

© Commonwealth of Australia, 2025 Skills Insight

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for recovering pig paunches.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00023 Green Offal Processing (Paunch Opening and Trim - Beef) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to process and recover beef paunches.

Pathways Information

The Units of Competency comprising the Green Offal Processing (Paunch Opening and trim – Beef) Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 5 units of competency.

Unit Code	Unit Title
AMPA2100	Overview offal processing
AMPA2101	Prepare and trim honeycomb
AMPA2102	Recover mountain chain
AMPA2152	Process paunch
AMPX209	Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is a company employee who works in the paunch room of a beef processing plant.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for processing and recovering beef paunch.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00024 Green Offal Processing (Paunch Opening and Trim - Sheep & Goats) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to process and recover sheep and goat paunches.

Pathways Information

The Units of Competency comprising the Green Offal Processing (Paunch Opening and Trim – Sheep/Goats) Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AMPA2100	Overview offal processing
AMPA2105	Process small stock tripe
AMPX209	Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is a company employee who empties paunches and recovers tripe for processing.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for processing and recovering sheep and goat paunch.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00025 Green Offal Processing (Runner Room) Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to process and recover runners in a slaughtering establishment.

Pathways Information

The Units of Competency comprising the Green Offal Processing (Runner Room) Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AMPA2089	Process runners
AMPA2100	Overview offal processing
AMPX209	Sharpen knives

Target Group

Typically the trainee is a company employee who works in the recovery and processing of runners in a slaughtering establishment.

© Commonwealth of Australia, 2025 Skills Insight

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for recovery and processing of runners in a slaughtering establishment.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00026 Head Chain Operator Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to recover the head meat in meat processing plants.

Pathways Information

The Units of Competency comprising the Head Meat Recovery Skill Set are drawn from AQF level II and III in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 5 units of competency.

Unit Code	Unit Title
AMPA2081	Drop tongue
AMPA2082	Wash head
AMPA2084	Remove cheek meat
AMPA3043	Prepare head for inspection
AMPX209	Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is a company employee who responsible for the recovery of head meat in a meat processing plant.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for recovering the head meat in meat processing plants.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00027 Humane Slaughter of Animals Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to meet the industry requirements for the humane slaughter of animals in an Australian meat processing plant.

Pathways Information

The units of competency comprising the Humane Slaughter of Animals Skill Set are drawn from AQF levels II and III in the qualifications, and can be counted towards other qualifications where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 4 units of competency.

Unit Code	Unit Title
AMPCOR204	Follow safe work policies and procedures
AMPA2006	Apply animal welfare and handling requirements
AMPA3001	Stick and bleed animal
AMPX209	Sharpen knives

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is a company employee who is engaged in the bleeding of livestock and has responsibility to monitor animal welfare during this process.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for the humane slaughter of animals in an Australian meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00028 Knife Sharpening Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to safely sharpen and handle knives in the meat processing industry.

Pathways Information

The Units of Competency comprising the Knife Sharpening Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AMPCOR201	Maintain personal equipment
AMPCOR204	Follow safe work policies and procedures
AMPX209	Sharpen knives

Target Group

Typically the trainee is a meat industry employee who is required to regularly use a knife during the slaughtering, boning, slicing or further processing of meat cuts.

© Commonwealth of Australia, 2025 Skills Insight

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for the safe sharpening and use of knives in the meat industry.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00029 Lairage Supervisor Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to supervise and manage the lairage operations in a meat processing enterprise.

Pathways Information

The units of competency comprising the Lairage Supervisor Skill Set are drawn from AQF levels II, III and IV in the qualifications, and can be counted towards other qualifications where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 12 units of competency.

Unit Code	Unit Title
AHCBIO302	Identify and report unusual disease or plant pest signs
BSBITU101	Operate a personal computer
AMPCOR205	Communicate in the workplace
AMPCOR401	Manage own work performance
AMPCOR403	Participate in workplace health and safety risk control process
AMPA2006	Apply animal welfare and handling requirements

© Commonwealth of Australia, 2025 Skills Insight

AMPA2007	Identify animals using electronic systems
AMPA411	Oversee humane handling of animals
AMPX423	Supervise new recruits
AMPA3002	Handle animals humanely while conducting ante-mortem inspection
AMPA3069	Perform ante-mortem inspection and make disposition
AMPX204	Maintain production records

Target Group

Typically the lairage supervisor/manager is a company employee whose responsibilities include:

- overall accountability for stock welfare in lairage
- interaction with auditors
- making/carrying out disposition decisions
- authority to deal with transportation/unloading issues
- supervision of other stockpersons

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for lairage supervisors/managers in processing plants.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00030 Loadout Carcase Product Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to prepare carcases for loadout from a cold storage area.

Pathways Information

The Units of Competency comprising the Loadout Carcase Product Skill Set are drawn from AQF level II and III in the Qualifications and can be counted towards meat processing Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 4 units of competency.

Unit Code	Unit Title
AMPA2108	Loadout meat product
AMPA2109	Store carcase product
AMPA2111	Locate storage areas and product
AMPA3068	Prepare and despatch meat products

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an enterprise employee who is required to consolidate and then despatch carcase orders including the loading of trucks, containers, etc.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for enterprise employees who work in cold storage areas consolidating orders and despatching carcases for transportation.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00031 Loadout Carton Product Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to prepare cartons for loadout from a cold storage area.

Pathways Information

The Units of Competency comprising the Loadout Carton Product Skill Set are drawn from AQF level II and III in the Qualifications and can be counted towards meat processing Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 4 units of competency.

Unit Code	Unit Title
AMPA2108	Loadout meat product
AMPA2110	Store carton product
AMPA2111	Locate storage areas and product
AMPA3068	Prepare and despatch meat products

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an enterprise employee who is required to work in cold storage areas to consolidate orders then prepare and despatch carton product for transportation.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for enterprise employees who work in cold storage areas consolidating orders and despatching carton products for transportation.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00032 Meat Hygiene Assessment (Carcase) Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to conduct a carcase Meat Hygiene Assessment in a meat processing plant.

Pathways Information

The Units of Competency comprising the Meat Hygiene Assessment (Slaughter Floor) Skill Set are drawn from AQF levels II and III in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPA3072	Perform carcase Meat Hygiene Assessment

Target Group

Typically the Meat Hygiene Assessment data is gathered by a company QA or regulatory officer who assesses carcase hygiene.

© Commonwealth of Australia, 2025 Skills Insight

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for conducting carcase Meat Hygiene Assessment in a meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00033 Meat Hygiene Assessment (Carton Meat) Skill Set

Modification History

Release Number	TP Version	Comments
4	AMPv1	Units recoded
3	MTM11v3.1	Name change to unit: MTMCOR203A Apply Quality Assurance practices is now MTMCOR203B Comply with Quality Assurance and HACCP requirements
2	MTM11v3	Replaced missing information in Skill Set Requirements
1	MTM11v1.1	Initial release

Description

This Skill Set describes the skills and knowledge to conduct a carton meat product Meat Hygiene Assessment in a meat processing plant.

Pathways Information

The Units of Competency comprising the Meat Hygiene Assessment (Boning Room) Skill Set are drawn from AQF levels II, III and IV in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency:

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR203	Comply with Quality Assurance and HACCP requirements

© Commonwealth of Australia, 2025 Skills Insight

AMPA3074	Perform boning room Meat Hygiene Assessment

Target Group

Typically the Meat Hygiene Assessment data is gathered by a company QA or regulatory office r who assesses carton meat for contamination.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for conducting carton meat product Meat Hygiene Assessment in a meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00034 Meat Hygiene Assessment (Offal Room) Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to conduct an offal room Meat Hygiene Assessment in a meat processing plant.

Pathways Information

The Units of Competency comprising the Meat Hygiene Assessment (Offal Room) Skill Set are drawn from AQF levels II and III in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPA3081	Perform offal Meat Hygiene Assessment

Target Group

Typically the Meat Hygiene Assessment data is gathered by a company QA or regulatory officer who assesses offal product for contamination.

© Commonwealth of Australia, 2025 Skills Insight

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for conducting offal room Meat Hygiene Assessment in a meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00035 Meat Hygiene Assessment (Process Monitoring) Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to conduct a process monitoring Meat Hygiene Assessment in a meat processing plant.

Pathways Information

The Units of Competency comprising the Meat Hygiene Assessment (Process Monitoring) Skill Set are drawn from AQF levels II and III in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPA3073	Perform process monitoring for Meat Hygiene Assessment

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the Meat Hygiene Assessment data is gathered by a company QA or regulatory officer who assesses operator compliance with work instructions and Standard Operating Procedures documented in the company's Approved Arrangement.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for conducting process monitoring Meat Hygiene Assessment in a meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00036 Meat Hygiene Assessment Officer Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to manage a Meat Hygiene Assessment program in a meat processing plant.

Pathways Information

The Units of Competency comprising the Meat Hygiene Assessment Officer Skill Set are drawn from AQF levels II and IV in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPA401	Implement a Meat Hygiene Assessment program

Target Group

Typically the Meat Hygiene Assessment data is gathered by a company QA or regulatory officer who manages Meat Hygiene Assessment processes.

© Commonwealth of Australia, 2025 Skills Insight

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for managing Meat Hygiene Assessment in a meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00037 Meat Industry Microbiological Testing Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to conduct rapid tests for pathogens in meat processing laboratories as described in the Department of Agriculture's approved methods for microbiological testing of meat and meat products.

Applicant students would preferably have completed Certificate III in Meat Processing (General) which includes some of the Units required. Alternatively, applicant students will have substantial experience at a meat processing plant, including work in Quality Assurance (QA) or a laboratory, and have demonstrated skills commensurate with AQF III.

Pathways Information

These competencies can provide credit towards:

MSL44109 Certificate IV in Laboratory Techniques (Meat Processing) and

MSL54109 Diploma of Laboratory Technology (Meat Processing)

Qualifications from the vocational training and education sector articulate directly into tertiary qualifications, so advanced standing would be given towards a degree level qualification.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 15 units of competency.

Unit Code	Unit Title
MSL933001	Maintain the laboratory/field workplace fit for purpose

© Commonwealth of Australia, 2025 Skills Insight

MSL973002	Prepare working solutions
MSL973003	Prepare culture media
MSL973004	Perform aseptic techniques
MSL933004	Perform calibration checks on equipment and assist with its maintenance
MSL934003	Maintain and control stocks
MSL935002	Assist in the maintenance of reference materials
MSL953001	Receive and prepare samples for testing
MSL974006	Perform biological procedures
MSL973007	Perform microscopic examination
MSL974004	Perform food tests
MSL975001	Perform microbiological tests
MSL924001	Process and interpret data
MSL925001	Analyse data and report results
MSL935003	Authorise the issue of test results

Target Group

This Skill Set is for meat industry laboratory workers who are required to perform rapid tests for pathogens as described in the Department of Agriculture approved methods for microbiological testing of meat and meat products.

Suggested words for Statement of Attainment

These Units from the MSL09 Laboratory Operations Training Package meet the requirements for conducting rapid tests for pathogens in meat processing laboratories as described in the Department of Agriculture's approved methods for microbiological testing of meat and meat products.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00038 Meat Packer (Boning Room) Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to handle and pack meat products at a meat processing boning room.

Pathways Information

The Units of Competency comprising the Meat Packer (Boning Room) Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 5 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPA2068	Inspect meat for defects
AMPA2070	Identify cuts and specifications
AMPA2071	Pack meat products

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is a company employee who is engaged in the handling and packing of meat products in a meat processing boning room.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for the handling and packing of meat products at a meat processing boning room.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00039 Meat Packer (Offal Room) Skill Set

Modification History

Release Number	TP Version	Comments
1	AMPv2	Initial release

Description

This Skill Set describes the skills and knowledge to handle and pack meat products at a meat processing offal room.

Pathways Information

The Units of Competency comprising the Meat Packer (Offal Room) Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 5 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPA2068	Inspect meat for defects
AMPA2070	Identify cuts and specifications
AMPA2071	Pack meat products

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is a company employee who is engaged in the handling and packing of meat products in a meat processing offal room.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for the handling and packing of meat products at a meat processing offal room.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00040 Meat Processing Cleaner (Amenities) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to clean amenities in a meat processing plant.

Pathways Information

The Units of Competency comprising the Meat Processing Cleaner (Amenities) Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 5 units of competency.

Unit Code	Unit Title
CPPCLO3035	Maintain cleaning storage areas
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPA2172	Clean amenities and grounds
AMPA2173	Overview cleaning program

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an existing employee who will be able to clean amenities in a meat processing plant.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for cleaning amenities in a meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00041 Meat Processing Cleaner (Boning Room) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to clean after operations in a boning room.

Pathways Information

The Units of Competency comprising the Meat Processing Cleaner (Boning Room) Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 5 units of competency.

Unit Code	Unit Title
CPPCLO3035	Maintain cleaning storage areas
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPA2173	Overview cleaning program
AMPA2174	Clean after operations – boning room

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an existing employee who will be able to undertake a post-production clean including immobilizing machinery and operating cleaning equipment in a boning room.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for cleaning after operations in a boning room.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00042 Meat Processing Cleaner (Chiller) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to clean chillers in a meat processing plant.

Pathways Information

The Units of Competency comprising the Meat Processing Cleaner (Chiller) Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 5 units of competency.

Unit Code	Unit Title
CPPCLO3035	Maintain cleaning storage areas
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPA2173	Overview cleaning program
AMPX205	Clean chillers

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an existing employee who will be able to clean chillers in a meat processing plant.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for cleaning chillers in a meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00043 Meat Processing Cleaner (Slaughter Floor) Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to clean the slaughter floor after operations in a meat processing plant.

Pathways Information

The Units of Competency comprising the Meat Processing Cleaner (Slaughter Floor) Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 5 units of competency.

Unit Code	Unit Title
CPPCLO3035	Maintain cleaning storage areas
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR204	Follow safe work policies and procedures
AMPA2173	Overview cleaning program
AMPA2175	Clean after operations – slaughter floor

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an existing employee who will be able to undertake a post-production clean including immobilizing machinery and operating cleaning equipment.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for cleaning the slaughter floor after operations in a meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00044 Meat Processing Core Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the core skills and knowledge required to work in a meat processing enterprise.

Pathways Information

The Units of Competency comprising the Meat Processing Core Skill Set are core Units for most AQF level II and III Qualifications, and can be counted towards these Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 6 units of competency.

Unit Code	Unit Title
AMPCOR201	Maintain personal equipment
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR203	Comply with Quality Assurance and HACCP requirements
AMPCOR204	Follow safe work policies and procedures
AMPCOR205	Communicate in the workplace
AMPCOR206	Overview the meat industry

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an enterprise employee who is new to the industry or the enterprise.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for core operator skills to work in a meat processing enterprise.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00045 Meat Processing Livestock Handler Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to handle animals when preparing for slaughter in meat processing plants, feedlots or saleyards.

Pathways Information

The units of competency comprising the Meat Processing Livestock Stock Handler Skill Set are drawn from AQF levels II and III in the qualifications, and can be counted towards other qualifications where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 6 units of competency.

Unit Code	Unit Title
AHCBIO302	Identify and report unusual disease or plant pest signs
AHCLSK204	Carry out regular livestock observation
AHCLSK205	Handle livestock using basic techniques
AMPCOR204	Follow safe work policies and procedures
AMPA2000	Prepare animals for slaughter
AMPA2006	Apply animal welfare and handling requirements

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is a company employee who is engaged in the handling and management of stock at a meat processing plant, feedlots or sale yards.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for humane handling of animals when preparing for slaughter in meat processing plants, feedlots or saleyards.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00046 Pack Meat Products Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to pack meat products into cartons ready for chilling and freezing prior to transport.

Pathways Information

The Units of Competency comprising the Pack Meat Products Skill Set are drawn from AQF level II in the Qualifications and can be counted towards meat processing Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AMPA2068	Inspect meat for defects
AMPA2070	Identify cuts and specifications
AMPA2071	Pack meat products

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an enterprise employee who is required to pack meat or offal products into cartons ready for chilling and freezing.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for enterprise employees who are required to pack meat products into cartons ready for chilling and freezing prior to transport.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00047 Prepare Head for Inspection Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to prepare a head for inspection by an authorised officer.

Pathways Information

The Units of Competency comprising the Prepare Head for Inspection Skill Set are drawn from AQF levels II and III in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 2 units of competency.

Unit Code	Unit Title
AMPA3043	Prepare head for inspection
AMPX209	Sharpen knives

Target Group

Typically the trainee is a company employee who works on the slaughter floor preparing heads for inspection by an authorised officer.

© Commonwealth of Australia, 2025 Skills Insight

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for preparing a head for inspection by an authorised officer.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00048 Process Animal Covering Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to trim hides, pelts or skins before grading and then despatch hides, pelts or skins from a slaughtering establishment.

Pathways Information

The Units of Competency comprising the Process Animal Covering Skill Set are drawn from AQF level II in the Qualifications and can be counted towards meat processing Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 4 units of competency.

Unit Code	Unit Title
AMPA2128	Overview hide or pelt or skin processing
AMPA2129	Trim hide or skin
AMPA2131	Grade hide or skin
AMPA2132	Despatch hide or skin

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an enterprise employee who is required to trim, grade and despatch hides, pelts or skins from an abattoir.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for enterprise employees who are required to trim hides, pelts or skins before grading and then despatching hides, pelts or skins from a slaughtering establishment.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00049 Produce Cooked Fermented Meat Products Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to produce cooked fermented products for inclusion in a meat retailing product range.

Pathways Information

The units of competency comprising the Produce Cooked Fermented Meat Products Skill Set are drawn from AQF levels II, III and IV in the meat processing qualifications, and can be counted towards these qualifications where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 11 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR404	Facilitate hygiene and sanitation performance
AMPX214	Package meat and smallgoods product for retail sale
AMPX305	Smoke product
AMPR321	Collect and prepare standard samples

© Commonwealth of Australia, 2025 Skills Insight

AMPS207	Slice product using simple machinery
AMPS301	Cook, steam and cool product
AMPS314	Ferment and mature product
AMPX402	Monitor and overview the production of processed meats and smallgoods
AMPX403	Monitor and overview the production of Uncooked Comminuted Fermented Meat (UCFM)
AMPX420	Participate in the ongoing development and implementation of a HACCP and Quality Assurance system

Target Group

This Skill Set is for meat retailers who wish to include cooked fermented products with their existing product range.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for the inclusion of cooked fermented products in a meat retailing product range.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00050 Produce Cooked Meat Products Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to produce cooked meat products for inclusion in an existing meat retailing product range.

Pathways Information

The units of competency comprising the Produce Cooked Meat Products Skill Set are drawn from AQF levels II, III and IV in the meat processing qualifications, and can be counted towards these qualifications where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 8 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR404	Facilitate hygiene and sanitation performance
AMPX214	Package meat and smallgoods product for retail sale
AMPR321	Collect and prepare standard samples
AMPS207	Slice product using simple machinery
AMPS301	Cook, steam and cool product

© Commonwealth of Australia, 2025 Skills Insight

AMPX402	Monitor and overview the production of processed meats and smallgoods
AMPX420	Participate in the ongoing development and implementation of a HACCP and Quality Assurance system

Target Group

This Skill Set is for meat retailers who wish to include cooked meat products with their existing product range.

Suggested words for Statement of Attainment

The units of competency comprising the Produce Cooked Meat Products Skill Set are drawn from AQF levels II, III and IV in the meat processing qualifications, and can be counted towards these qualifications where this is in accordance with the qualification requirements.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00051 Produce Dried Meat Products Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to produce dried meat products for inclusion in an existing meat retailing product range.

Pathways Information

The units of competency comprising the Produce Dried Meat Products Skill Set are drawn from AQF levels II, III and IV in the meat processing qualifications, and can be counted towards these qualifications where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 8 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR404	Facilitate hygiene and sanitation performance
AMPX214	Package meat and smallgoods product for retail sale
AMPR321	Collect and prepare standard samples
AMPS207	Slice product using simple machinery
AMPS302	Prepare dried meat
AMPX402	Monitor and overview the production of processed meats and smallgoods

© Commonwealth of Australia, 2025 Skills Insight

AMPX420	Participate in the ongoing development and implementation of a HACCP and Quality Assurance system

Target Group

This Skill Set is for meat retailers who wish to include dried meat products with their existing product range.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for the inclusion of dried meat products in a meat retailing product range.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00052 Produce Smoked Meat Products Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to produce smoked meat products for inclusion in an existing meat retailing product range.

Pathways Information

The units of competency comprising the Produce Smoked Meat Products Skill Set are drawn from AQF levels II, III and IV in the meat processing qualifications, and can be counted towards these qualifications where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 8 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR404	Facilitate hygiene and sanitation performance
AMPX214	Package meat and smallgoods product for retail sale
AMPX305	Smoke product
AMPR321	Collect and prepare standard samples
AMPS207	Slice product using simple machinery

© Commonwealth of Australia, 2025 Skills Insight

AMPX402	Monitor and overview the production of processed meats and smallgoods
AMPX420	Participate in the ongoing development and implementation of a HACCP and Quality Assurance system

Target Group

This Skill Set is for meat retailers who wish to include smoked meat products with their existing product range.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for the inclusion of smoked meat products in a meat retailing product range.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00053 Produce UCFM Products Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to produce UCFM meat products for inclusion in an existing meat retailing product range.

Pathways Information

The units of competency comprising the Produce UCFM Products Skill Set are drawn from AQF levels II, III and IV in the meat processing qualifications, and can be counted towards these qualifications where this is in accordance with the qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 7 units of competency.

Unit Code	Unit Title
AMPCOR202	Apply hygiene and sanitation practices
AMPCOR404	Facilitate hygiene and sanitation performance
AMPX214	Package meat and smallgoods product for retail sale
AMPR321	Collect and prepare standard samples
AMPS207	Slice product using simple machinery
AMPX403	Monitor and overview the production of Uncooked Comminuted Fermented Meat (UCFM)

© Commonwealth of Australia, 2025 Skills Insight

AMPX420	Participate in the ongoing development and implementation of a HACCP and Quality Assurance system

Target Group

This Skill Set is for meat retailers who wish to include Uncooked Comminuted Fermented Meat (UCFM) products with their existing product range.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for the inclusion of UCFM products in a meat retailing product range.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00054 Tongue Meat Recovery Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to recover tongues in a meat processing plant.

Pathways Information

The Units of Competency comprising the Tongue Meat Recovery Skill Set are drawn from AQF level II in the Qualifications, and can be counted towards other Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 2 units of competency.

Unit Code	Unit Title
AMPA2081	Drop tongue
AMPX209	Sharpen knives

Target Group

Typically the trainee is a company employee who works on a slaughter floor recovering tongues.

© Commonwealth of Australia, 2025 Skills Insight

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for recovering tongues in a meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00055 Transport Livestock Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to transport livestock to a meat processing plant.

Pathways Information

The Units of Competency comprising the Transport Livestock Skill Set are drawn from AQF levels II and III in the Qualifications and can be counted towards meat processing Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
AHCLSK205	Handle livestock using basic techniques
AHCLSK207	Load and unload livestock
TLID3020	Care for livestock in transit

Target Group

Typically the trainee is a transport operator who has responsibility for transporting livestock to a meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry animal welfare and handling requirements for transport operators who have responsibility for transporting livestock to a meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00056 Meat Processing New Supervisor Skill Set

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge required to lead and supervise small groups or teams, including new recruits, in a meat processing enterprise.

Pathways Information

The Units of Competency comprising the New Supervisor Skills Set are drawn from AQF level IV in the Qualifications and can be counted towards meat processing Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 5 units of competency.

Unit Code	Unit Title
AMPCOR401	Manage own work performance
AMPCOR403	Participate in workplace health and safety risk control process
AMPX411	Foster a Learning Culture in a Meat Enterprise
AMPX412	Build productive and effective workplace relationships
AMPX418	Lead Communication in the Workplace

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee is an experienced meat processing operator who has been newly promoted to the position of supervisor or leading hand.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets industry requirements for leading and supervising small groups or teams, including new recruits, in a meat processing enterprise.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00057 Meat Processing Waste Water Operator Skill Set (level 1)

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to monitor the operation of wastewater plant and equipment, including the collection and testing of water samples.

Pathways Information

The Units of Competency comprising the Meat Processing Waste Water Operator Skill Set (level 1) are drawn from AQF level II in the Qualifications and can be counted towards meat processing Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 6 units of competency.

Unit Code	Unit Title
AMPCOR204	Follow safe work policies and procedures
AMPCOR205	Communicate in the workplace
AMPX208	Apply environmentally sustainable work practices
NWP208A	Perform basic wastewater tests
NWP262A	Monitor and report wastewater treatment processes
NWP263A	Operate and maintain wastewater treatment plant and equipment

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee has responsibility for the daily operations and monitoring of wastewater plant and equipment, including the collection and testing of water samples.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for the daily operations and monitoring of wastewater plant and equipment, including the collection and testing of water samples.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00058 Meat Processing Waste Water Irrigation Skill Set (level 2)

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to operate and monitor meat processing wastewater treatment processes where the water is used for irrigation.

Pathways Information

The Units of Competency comprising the Meat Processing Waste Water Irrigation Skill Set (level 2) are drawn from AQF levels II and III in the Qualifications and can be counted towards meat processing Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete 3 units of competency.

Unit Code	Unit Title
NWPTRT061	Operate and control wastewater treatment processes
NWPTRT062	Operate and control reclaimed water irrigation

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee has responsibility for the daily operations and monitoring of meat processing wastewater treatment processes where the water is used for irrigation.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for operating and monitoring meat processing wastewater treatment processes where the water is used for irrigation.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00059 Meat Processing Waste Water Non-irrigation Skill Set (level 2)

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to undertake the treatment, collection and transfer of waste water in a meat processing plant

Pathways Information

The Units of Competency comprising the Meat Processing Waste Water Non-irrigation Skill Set (level 2) are drawn from AQF levels II and III in the Qualifications and can be counted towards meat processing Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Not applicable.

Skill Set Requirements

Complete four units of competency.

Unit Code	Unit Title
NWPTRT061	OPerate and control wastewater processes
NWPTRT052	Operate and control hypochlorite disinfection processes
NWPNET042	Monitor and operate waste water collection and transfer systems
NWPTRT054	Operate and control chloramination processes

© Commonwealth of Australia, 2025 Skills Insight

Target Group

Typically the trainee has responsibility for the daily tasks and monitoring associated with the treatment, collection and transfer of waste water in a meat processing plant.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for the treatment, collection and transfer of waste water in a meat processing plant.

© Commonwealth of Australia, 2025 Skills Insight

AMPSS00060 Meat Processing Waste Water Environment Officer Skill Set (level 3)

Modification History

Release	TP Version	Comment
1	AMPv2.0	Initial release

Description

This Skill Set describes the skills and knowledge to monitor and control water and wastewater system assets in a meat processing enterprise.

People wishing to undertake this Skill Set should have completed either

- Meat Processing Waste Water Irrigation Skill Set (level 2), or
- Meat Processing Waste Water Non-irrigation Skill Set (level 2)

or be able to demonstrate equivalence in industry knowledge and experience prior to commencement.

Pathways Information

The Units of Competency comprising the Meat Processing Waste Water Environment Officer Skill Set (level 3) are drawn from AQF levels II, III and IV in the Qualifications and can be counted towards meat processing Qualifications where this is in accordance with the Qualification requirements.

Licensing/Regulatory Information

Nil.

Skill Set Requirements

Complete 6 units of competency.

Unit Code	Unit Title
AMPCOR206	Overview the meat industry

© Commonwealth of Australia, 2025 Skills Insight

MSL973001	Perform basic tests
MSL954001	Obtain representative samples in accordance with sampling plan
NWPNET025	Coordinate and manage maintenance and repair of network assets
AMPX410	Facilitate achievement of enterprise environmental policies and goals
MSMENV172	Identify and minimise environmental hazards

Target Group

Typically the trainee has responsibility for monitoring and control of meat processing enterprise water and wastewater system assets.

Suggested words for Statement of Attainment

This Skill Set from the AMP Australian Meat Industry Training Package meets the industry requirements for monitoring and control of meat processing enterprise water and wastewater system assets.

© Commonwealth of Australia, 2025 Skills Insight