



Australian Government

Department of Education, Employment and Workplace Relations

AGFCMN202A Contribute to work activities to produce food

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor

This unit covers the skills and knowledge needed to contribute to work activities that help to produce food. Food in this context refers to product from animal, seafood and plant sources. Producing food may involve hands-on activities, such as seeding, weeding, hoeing and feeding stock (fish or animals), as well as post-harvest activities. It includes being part of a whole system that supports and contributes to producing food.

This unit is designed for use in a Pathway qualification or skills set. It should not be used in a qualification that has a direct job outcome.

Application of the Unit

Application of the unit

The unit should be regarded as a fundamental unit that has application in the agri-food industries. It should be applied to a specific food production project or task which has a defined beginning, middle and end, occurs over an extended period of time, and is reflective of the particular agri-food industry and workplace. When delivered or assessed as part of a qualification, the unit should be customised to ensure its relevance to a real or simulated work activity and related workplaces and must be delivered and assessed over a period of time.

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
Identify and plan appropriate activities.	<ol style="list-style-type: none"> 1. Workplace approach to <i>producing food</i> is identified in relation to work activity. 2. Individual responsibility to contribution of producing food is identified in relation to work activity. 3. Products, services, operations, customers and safe work practices relevant to work activity are identified. 4. Appropriate strategy based on workplace requirements and individual responsibility is mapped out, practised and applied.
Use an appropriate mix of technical skills.	<ol style="list-style-type: none"> 5. <i>Machinery, equipment and tools</i> required to contribute to producing food are prepared and used appropriately. 6. <i>Handling practices</i> are conducted in a way that minimises damage to produce. 7. Temperature of produce is maintained at <i>appropriate levels</i>. 8. Machine and equipment are <i>cleaned</i>, maintained and sorted according to manufacturer or workplace specifications. 9. Work producing food or plants is undertaken in accordance with <i>OHS standards</i>.
Contribute to postharvest treatment of produce where required.	<ol style="list-style-type: none"> 10. <i>Post-harvest treatments</i> are applied where relevant. 11. Produce is <i>graded</i> and <i>labelled</i> where relevant according to workplace specifications. 12. <i>Waste material</i> produced during post-harvest handling process is dealt with according to supervisor instructions.
Handle unexpected contingencies.	<ol style="list-style-type: none"> 13. Requests that effect workplace activities for producing food are met courteously, clearly, professionally and efficiently. 14. Assistance with issues relating to producing food is sought from other staff when required and in a timely manner. 15. <i>Key personnel</i> are kept informed of progress and provided with clear explanations regarding any issues. 16. <i>Hazards</i> are identified and reported.
Reflect on procedures used to produce food or plants.	<ol style="list-style-type: none"> 17. Personal performance in relation to activities that contribute to producing food is considered and discussed with supervisor. 18. Possible improvements to performance in relation to activities that contribute to producing food are identified

ELEMENT

PERFORMANCE CRITERIA

and applied.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Required skills:

- adapt and modify activities depending on differing workplace contexts and environments
- apply relevant industrial or legislative requirements
- deliver produce to a storage facility
- determine market requirements for packing produce
- determine market specifications prior to packaging
- follow relevant food safety, OHS and environmental protection procedures and requirements
- grade, label and treat produce according to market specifications
- identify and use equipment, tools and other technology required to complete workplace tasks
- interpret and follow a designated work plan or set of instructions for a job
- keep required records of workplace activities
- maintain storage and grading facility hygiene levels
- monitor storage facility
- pack produce
- plan a daily routine to complete required workplace tasks
- recognise and adapt appropriately to cultural differences in the workplace, including modes of behaviour and interaction with staff and others
- recognise limitations, ask for help and seek clarification or information about work requirements and procedures
- demonstrate appropriate initiative to deal with problems or refer them where appropriate to relevant person, and complete tasks
- use appropriate techniques to solve or report problems identified when completing work tasks
- use basic interpersonal and communication skills, such as listening, questioning and receiving feedback
- use literacy skills in the workplace
- use required machinery and equipment appropriately
- work cooperatively and collaboratively with others to complete tasks.

Required knowledge:

- characteristics, procedures and uses of coolrooms
- cool chain principles and practices
- enterprise quality procedures
- food safety regulations

REQUIRED SKILLS AND KNOWLEDGE

- humidity levels and their effect on quality of produce
- hygiene issues in handling and storing horticultural, agricultural and seafood products intended for human consumption
- industry standards for grading and labelling
- post-harvest treatments for various horticultural, agricultural and seafood products
- temperature settings within storage facilities
- relevant storage methods
- correct storage temperatures for a range of produce.

Required knowledge

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, the Range Statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Assessment must confirm appropriate knowledge and skills demonstrated over a period of time, in a range of contexts and to a consistent standard. Evidence must demonstrate the individual's ability and understanding to:

- apply relevant ethical practices and codes of practice in the course of work activities
- communicate effectively in the course of work activities
- communicate effectively with others as required when following safety procedures
- complete work activities in collaboration with others according to instructions, procedures and applicable regulations
- follow workplace procedures for hazard identification and risk control
- plan own work activities to meet workplace outcomes
- recognise and adapt appropriately to cultural differences in the workplace
- report and rectify workplace problems according to workplace procedures
- complete work with required attention to detail without damage to goods, equipment or personnel
- use relevant personal protective clothing and equipment.

Context of and specific resources for assessment

Assessment can be carried out by using a range of simulated or actual workplace activities that demonstrate the skills and knowledge to adapt to workplace requirements. This unit of competency should be part of a holistic assessment involving other units which make up the job function. A variety of assessment methods is recommended and may include:

- written or oral questions
- observation of work activities, which can be in a workplace or simulated workplace
- evaluation of products or output created through work

EVIDENCE GUIDE

- logbook of work activities undertaken over a period of time
- third-party report, for example from a supervisor.

Where a simulated environment is used for assessment it must be reflective of a workplace environment.

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. 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.

Producing food generally refers to that which is for human consumption. It may include:

- food or plants from livestock produce, such as beef, lamb, chicken, turkey, eggs and dairy products
- growing agricultural crops, such as wheat and grains, legumes, oilseeds and sugar
- seafood, such as fish, squid, octopus, shellfish and kelp.

Machinery, equipment and tools may involve:

- anchors
- engines
- field bins
- floating structures, such as cages, pens, rafts, moorings and tanks
- hand tools, such as brooms, forks, hoes, rakes and spades
- hooks
- hoses and hose fittings
- knives
- load shifting equipment, such as augers, wheelbarrows and winches
- machinery, such as tractors and harvesters
- nets
- ropes
- spray equipment
- vehicles, such as trucks and utilities
- vessels, such as boats and trawlers.

Handling practices may involve:

- stacking and storing containers to reduce risk of damage to produce or containers
- lifting rather than dragging containers to avoid contact with dirt
- observing fill level of containers
- physically handling produce with care to reduce risk of damage.

Appropriate temperature levels

- levels set by enterprise work processes
- levels set by industry standards.

RANGE STATEMENT

may include:

Cleaning may include:

- dusting
- ensuring a level of hygiene to standard
- fumigating
- sterilising
- sweeping
- washing.

OHS standards may relate to:

- protocols, including hazard identification
- handling biological wastes
- handling chemicals
- using personal protective equipment.

Post-harvest treatments can include:

- applying fungicides and insecticides
- applying preservatives
- brushing
- drying
- observing quarantine requirements
- removing dirt and foreign material
- ripening or de-greening
- storing in a controlled environment
- trimming
- washing and hydrating
- waxing and polishing.

Grading may include:

- categorisation according to variety, shape, size, weight, length, colour, maturity, moisture content, ripeness, texture, skin condition, blemishes and health
- removing out-of-type plant or animal matter
- removing physically damaged, unhealthy, rotten or immature produce.

Labelling may include produce details, such as:

- container number
- grade
- handling instructions
- packing date
- producer details
- quality assurance information
- variety
- weight, number and origin.

Waste materials may include:

- litter and broken components
- metal
- paper-based materials

RANGE STATEMENT

Key personnel may include:

- plant or animal debris
- spent growing media.
- specialists in food or plants
- management
- OHS personnel
- persons authorised or nominated by the organisation
- security staff
- supervisors
- team leaders
- other workplace personnel.

Hazards may include:

- chemicals and other harmful substances
- dangerous floor surfaces
- environmental hazards that could prohibit or negatively effect food production
- exposure such as to dust, noise and pests
- extremes in weather conditions
- incorrect manual handling practices
- micro-organisms in the sand or soil
- sharp instruments, knives and equipment
- unsuitable lighting levels
- untidy work conditions
- waste management and disposal.

Unit Sector(s)

Unit Sector No sector assigned

Co-requisite units

Co-requisite units

Functional area

Functional Area