



Australian Government

Assessment Requirements for FBPPPL4003 Schedule and manage production

Release: 1

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Modification History

Release	Comments
Release 1	This version released with FBP Food, Beverage and Pharmaceutical Training Package Version 1.0.

Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has scheduled and managed production on at least one occasion, including:

- confirming production requirements and resource implications
- establishing and documenting a production schedule
- coordinating implementation of production schedule
- ensuring production schedule is communicated and reported to all appropriate personnel
- identifying and managing unplanned production issues and amending the process
- reviewing and assessing production outcomes against schedule and making required adjustments to plans.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- role and scope of the scheduling function, including:
 - flow of information to and from the scheduling process
 - impact of scheduling for related planning, purchasing, production and despatch processes
- factors to be taken into account in planning the schedule, including the inter-relationships between factors, including:
 - customer requirements
 - stock levels and supply options
 - use-by codes
 - production capacity and availability
 - labour requirements and availability
 - product compatibility

- capacity of related processes and/or storage facilities
- transport capacity
- consequences of failing to meet delivery timelines, including:
 - customer expectations
 - stock-out fines
 - effects on customer relationship
- company's preferred approach to managing customer relations
- planning process and efficiencies to meet production requirements, including:
 - stock shelf-life of product and consumables
 - product compatibility characteristics of raw materials/ingredients
 - packaging components
 - availability of consumables
- equipment capacity to ensure that production quantities and timelines are achievable
- methods used to monitor actual-to-planned production and key performance indicators (KPIs)
- communication strategies used when consulting relevant personnel and departments for production schedule and related amendments
- conditions that can affect achievement of schedule, including conditions that are unusual or unplanned and related options for response
- options for maximising resource utilisation and minimising waste, including options for alternate resource allocation in response to unplanned events
- recording systems and requirements required for planning and scheduling production
- process improvement procedures for production activities
- competencies required by the work process and competencies required by the work team.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a workplace or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - production area and related functions and resources
- specifications:
 - relevant standard operating procedures (SOPs)
 - scheduling systems and associated information and communication systems
 - workplace information recording systems, requirements and procedures.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volumes, including Implementation Guides, are available at VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4>