



**Australian Government**

# **FDFOP2012A Maintain food safety when loading, unloading and transporting food**

**Revision Number: 1**

# FDOP2012A Maintain food safety when loading, unloading and transporting food

## Modification History

Not applicable.

## Unit Descriptor

<b>Unit descriptor</b>	This unit of competency covers the skills and knowledge required to load and transport temperature-sensitive ingredients and products.
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## Application of the Unit

<b>Application of the unit</b>	<p>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.</p> <p>This unit does not address competencies related to vehicle inspection and operation.</p> <p>This unit is based on and equivalent to the guideline food safety unit GFSTFA Transport food.</p>
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## Licensing/Regulatory Information

Not applicable.

## Pre-Requisites

<b>Prerequisite units</b>		

## Employability Skills Information

Employability skills	This unit contains employability skills.
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## 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.
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## 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

## 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

**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

<b>EVIDENCE GUIDE</b>	
<p>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.</p>	
<p><b>Overview of assessment</b></p>	<p>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.</p>
<p><b>Critical aspects for assessment and evidence required to demonstrate competency in this unit</b></p>	<p>Evidence of ability to:</p> <ul style="list-style-type: none"> <li>• ensure readiness of transport in accordance with product requirements</li> <li>• identify risks associated with transporting food products</li> <li>• identify and apply control measures for ensuring safety of food</li> <li>• load and unload goods according to requirements</li> <li>• identify and act on non-compliances</li> <li>• complete workplace records as required</li> <li>• apply safe work practices and identify OHS hazards and controls</li> <li>• apply food safety procedures.</li> </ul>
<p><b>Context of and specific resources for assessment</b></p>	<p>Assessment must occur in a real or simulated workplace where the assessee has access to:</p> <ul style="list-style-type: none"> <li>• loading/unloading and transport advice/schedules</li> <li>• food safety information (this may be included in a food safety plan and/or integrated into work procedures)</li> <li>• work procedures relevant to loading/unloading and transportation, including advice on required temperature parameters to be maintained</li> <li>• workplace information, such as temperature charts and cleaning records as appropriate</li> <li>• food materials and product to be loaded/unloaded and transported</li> <li>• documentation and recording requirements and procedures .</li> </ul>
<p><b>Method of assessment</b></p>	<p>This unit should be assessed together with core units and other units of competency relevant to the function or</p>

<b>EVIDENCE GUIDE</b>	
	work role.
<b>Guidance information for assessment</b>	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

<b>RANGE STATEMENT</b>	
<p>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.</p>	
<b>Policies and procedures</b>	<p>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</p>
<b>Workplace information</b>	<p>Workplace information may include:</p> <ul style="list-style-type: none"> <li>• standard operating procedures (SOPs)</li> <li>• food safety program</li> <li>• product handling specifications</li> <li>• transport schedules and instructions</li> <li>• transport vehicle manufacturers' advice</li> <li>• standard forms and reports</li> </ul>
<b>Transport vehicles</b>	<p>Transport vehicles are appropriate for the transportation of food and capable of maintaining the required environment for the food type transported</p>
<b>Food safety controls</b>	<p>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</p>
<b>Safe food transport parameters</b>	<p>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</p>
<b>Confirming readiness for use of food transport vehicle</b>	<p>Confirming readiness for use of food transport vehicle and containers/receptacles can include:</p> <ul style="list-style-type: none"> <li>• confirming that the vehicle is in good operating order and that containers/receptacles used to</li> </ul>



<b>RANGE STATEMENT</b>	
	<p>store food meet the relevant cleaning and sanitation requirements</p> <p>It may also include:</p> <ul style="list-style-type: none"> <li>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</li> </ul>
<b>Food safety incidents</b>	A food safety incident is a situation where the safe limits or parameters identified by the food safety program are not met

**Unit Sector(s)**

<b>Unit sector</b>	Operational
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**Competency field**

<b>Competency field</b>	
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**Co-requisite units**

<b>Co-requisite units</b>		