



Australian Government

Department of Education, Employment and Workplace Relations

FDFOP3001A Control contaminants and allergens in the workplace

Revision Number: 1

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.
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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.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		
	FDFFS2001A	Implement the food safety program and procedures

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. 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 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

ELEMENT	PERFORMANCE CRITERIA
	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
- 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

REQUIRED SKILLS AND KNOWLEDGE

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| <ul style="list-style-type: none">• validation and verification processes and techniques and responsibilities |
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Evidence Guide

EVIDENCE GUIDE	
<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>Overview of assessment</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>Critical aspects for assessment and evidence required to demonstrate competency in this unit</p>	<p>Evidence of ability to:</p> <ul style="list-style-type: none"> • 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.
<p>Context of and specific resources for assessment</p>	<p>Assessment must occur in a real or simulated workplace where the assessee has access to:</p> <ul style="list-style-type: none"> • 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.
<p>Method of assessment</p>	<p>This unit should be assessed together with core units and other units of competency relevant to the function or work role.</p>
<p>Guidance information for assessment</p>	<p>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.</p>

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.

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

RANGE STATEMENT	
	<p>programs</p> <ul style="list-style-type: none"> • inspection schedules • reporting requirements and procedures • emergency procedures
Chemical contaminants	<p>Chemical contamination includes the introduction of unwanted substances or an unplanned reaction between different products.</p> <p>Sources of chemical contamination include:</p> <ul style="list-style-type: none"> • 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	<p>Control measures for chemical contaminants include safe handling of chemical contaminants, such as:</p> <ul style="list-style-type: none"> • 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	<p>Microbiological contaminants include micro-organisms that in food that poison or spoil it.</p> <p>Types of micro-organisms associated with microbiological risks include:</p> <ul style="list-style-type: none"> • fungi • yeasts • moulds • viruses • bacteria
Control measures for biological	Control measures for biological contaminants

RANGE STATEMENT	
contaminants	include: <ul style="list-style-type: none"> • temperature and climate controls • personal hygiene standards • storage and processing conditions • chemical controls • housekeeping standards • pest controls
Allergens	Allergens include: <ul style="list-style-type: none"> • food substances, such as nuts, milk products • pollen and grain

Unit Sector(s)

Unit sector	Operational
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Competency field

Competency field	
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Co-requisite units

Co-requisite units		