



Australian Government

Department of Education, Employment and Workplace Relations

FDFPB3001A Operate a dough mixing process

Revision Number: 1

FDFPB3001A Operate a dough mixing 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 the process used to make up dough.
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Application of the Unit

Application of the unit	<p>This unit has application in a plant baking 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 dough. This includes selecting and mixing dough ingredients.</p> <p>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.</p> <p>Note that this unit duplicates the outcomes of FDFTEC3003A Apply raw materials, ingredient and process knowledge to production problems. Only one of these units can be counted towards a qualification outcome. For further information refer to advice on unit duplication in the section on qualification arrangements</p>
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

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 the dough making equipment and process for operation	1.1. Ingredients are weighed or measured to meet recipe requirements 1.2. Cleaning and maintenance requirements and status are identified and confirmed 1.3. Materials handling, mixing/blending equipment 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 dough mixing process	2.1. The process is started and operated according to workplace procedures 2.2. Ingredients are introduced to the mixing process in correct sequence and quantity 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 dough meets specifications 2.6. Out-of-specification product/process outcomes are identified, rectified and/or reported to maintain the process within specification 2.7. The finished dough is transferred to required 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 process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down and cleaned 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 recipe and batch requirements
- select, fit and use personal protective clothing and/or equipment
- confirm supply and condition of necessary ingredients, such as flour and supply of services
- load materials in correct quantities and sequence according to company procedures
- 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 dough making 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
- confirm settings, such as:
 - mixing rate
 - mixing time/work input
 - ice/water requirements
 - water temperature
 - speed
 - flour temperature
 - cooling
 - vacuum delay and level
 - slurry addition
- start, operate, monitor and adjust dough making equipment to achieve required outcomes, including monitoring control points and conducting inspections as required to confirm process remains within specification, such as:
 - dough consistency
 - temperature
 - development
 - timeliness
- adjust yeast levels to allow for rework addition and ambient temperature
- monitor supply and flow of materials to and from the dough making 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

REQUIRED SKILLS AND KNOWLEDGE

- follow isolation and lock out/tag out procedures as required to take dough making process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- complete workplace records as required
- clean and sanitise equipment
- 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
- 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 dough making process, including the components of wheat, flour types and grades relevant to products produced, yeast activity and dough development
- 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 dough making process, including the stages and changes which occur during baking, and the effect of outputs on downstream processes
- ingredient characteristics, and condition requirements and purpose in the dough and the finished product
- significance of factors, such as dough temperature, development, water addition/temperature, yeast activity and consistency of dough
- required characteristics of dough and effect of dough characteristics/variation on the final product
- quality requirements of materials and effect of variation in ingredient quality on the dough, including the impact of variation in flour quality
- stock management procedures, including stock rotation and use-by codes
- 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 dough making process, such as inspecting, measuring and testing as required by the process
- inspection or test points (control points) in the dough making process and the related procedures and recording requirements

REQUIRED SKILLS AND KNOWLEDGE

- ingredient/materials handling and storage requirements
- contamination/food safety risks associated with the dough making 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 dough making 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
- cleaning and sanitation procedures
- environmental issues and controls relevant to the dough making 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 control where relevant
- routine maintenance procedures where relevant

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"> • conduct pre-start checks on machinery used for mixing dough • 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.
<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"> • 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 • dough mixing process and related equipment and services • 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

EVIDENCE GUIDE	
	required.
Method of assessment	<p>This unit should be assessed together with core units and other units of competency relevant to the function or work role. Examples could be:</p> <ul style="list-style-type: none"> • 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	<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	
<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>	
Policies and procedures	<p>Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements</p>
Legislative requirements	<p>Legislative requirements are typically reflected in procedures and specifications. Legislation relevant to this industry includes:</p> <ul style="list-style-type: none"> the Food Standards Code, including labelling, weights and measures legislation legislation covering food safety, environmental management, OHS, anti-discrimination and equal opportunity
Workplace information	<p>Workplace information may include:</p> <ul style="list-style-type: none"> standard operating procedures (SOPs) specifications production schedules and instructions manufacturers' advice standard forms and reports
Equipment	<p>Equipment may include:</p> <ul style="list-style-type: none"> mixers scales grain conditioners materials handling equipment <p>Materials are typically delivered to the mixer via:</p> <ul style="list-style-type: none"> peration of bulk materials handling systems <p>Non-bulk ingredients may be:</p> <ul style="list-style-type: none"> dosed automatically or manually loaded
Operation of equipment and processes	<p>Operation of equipment and processes may require:</p> <ul style="list-style-type: none"> the use of process control panels and systems

RANGE STATEMENT	
Services	<p>Services may need to be confirmed. These depend on the nature of the process. Typical examples include:</p> <ul style="list-style-type: none"> • power • water • compressed and instrumentation air • refrigerant

Unit Sector(s)

Unit sector	Plant baking
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Competency field

Competency field	
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Co-requisite units

Co-requisite units		