



Australian Government

Department of Education, Employment and Workplace Relations

FDFPO3002A Debone and fillet product (manually)

Revision Number: 1

FDFPO3002A Debone and fillet product (manually)

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to manually debone and fillet poultry.
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Application of the Unit

Application of the unit	This unit has application in a poultry production environment.
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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.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare the deboning/filleting equipment and process for operation	1.1. Washed and chilled carcasses or pieces are available to meet production requirements 1.2. Equipment components are clean and set to meet operating requirements 1.3. Equipment performance is checked and adjusted as required 1.4. Pre-start checks are carried out as required by workplace requirements
2. Monitor deboning/filleting process operation	2.1. Carcasses or pieces are delivered to the boning area 2.2. Carcasses or pieces are inspected to confirm quality specifications are met 2.3. Bones are removed and fillets prepared to meet specification 2.4. Equipment is monitored to identify variation in operating conditions 2.5. Variation in equipment operation is identified and maintenance requirements are reported according to workplace reporting requirements 2.6. Work is conducted in accordance with workplace environmental guidelines 2.7. Workplace is maintained according to housekeeping standards 2.8. Workplace records are maintained according to workplace recording requirements
3. Shut down the deboning/filleting process	3.1. The appropriate shutdown procedure is identified 3.2. The process is shut down 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 deboning/filleting process requirements
- select, fit and use personal protective clothing and/or equipment, including wearing of mesh gloves or similar protective clothing
- confirm supply of necessary carcasses or pieces and related equipment, such as tubs, crates and/or bins
- conduct pre-start checks, such as inspecting knife and related equipment condition to identify any signs of wear, selecting appropriate settings and/or related parameters, confirming that equipment is clean and correctly configured for deboning/filleting process 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
- debone and fillet product to meet specifications, including demonstration of a range of cuts to required quality, time and yield
- monitor boning and filleting process, such as:
 - product quality
 - clean removal of skin and bones as required
 - removal of fat, gristle, spots or bruised flesh
 - no bone fragments remain in product
 - yield
 - knife sharpness
- monitor supply and flow of carcasses/pieces to the 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
- follow isolation and lock out/tag out procedures as required
- complete workplace records as required
- maintain work area to meet housekeeping standards
- use process control systems according to enterprise procedures
- conduct routine maintenance according to enterprise procedures
- clean and sanitise equipment 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 SKILLS AND KNOWLEDGE**Required knowledge*****Knowledge of:***

- purpose of the deboning/filleting process, including the skeletal structure of poultry products and the effect of this process on portion control and yield
- quality characteristics to be achieved for the different types of cuts required, including the consequences of failing to remove bones and prepare fillets to specification
- quality requirements of carcasses/pieces suitable for processing and effect of variation on process performance
- basic operating principles of equipment used, including knife techniques, as well as related equipment components, such as conveyors
- knife handling, sharpening, cleaning and storage procedures
- the flow of the deboning/filleting process and the effect of outputs on downstream processes
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- contamination/food safety risks associated with the deboning/filleting process and related control measures
- occupational health and safety (OHS) hazards and controls, including safety related to use of knives
- isolation, lock out and tag out procedures and responsibilities
- procedures and responsibility for reporting production and performance information
- environmental issues and controls relevant to the deboning and filleting process, including waste 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
- routine maintenance procedures where relevant
- cleaning and sanitation 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 equipment used for deboning • assess carcass or pieces to ensure quality • manually debone and fillet poultry • 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 • clean 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 • deboning/filleting and related equipment and services • carcasses/pieces to be filleted • documentation and recording requirements and procedures • cleaning procedures, materials and equipment as required.
<p>Method of assessment</p>	<p>This unit should be assessed together with core units and</p>

EVIDENCE GUIDE	
	other units of competency relevant to the function or work role. An example could be: <ul style="list-style-type: none">• FDFOP2004A Clean and sanitise equipment
Guidance information for assessment	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

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	Work is carried out according to company policies and procedures, regulatory and licensing requirements, legislative requirements, and industrial awards and agreements
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
Typical cuts	<p>Typical cuts may include:</p> <ul style="list-style-type: none"> • Leonards cut • easy carve • Maryland • boning out a turkey buff • kiev
Deboning/filleting equipment	<p>Deboning/filleting equipment may include:</p> <ul style="list-style-type: none"> • cones • boning lines (conveyor) or static lines

Unit Sector(s)

Unit sector	Poultry
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Competency field

Competency field	
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Co-requisite units

Co-requisite units		