



Australian Government

Department of Education, Employment and Workplace Relations

MTM11 Australian Meat Industry Training Package

Release: 1.1

CONTENTS

Modification History	3
MTM11 Australian Meat Industry	4
Training Package Details	4
Preliminary Information	6
Overview	7
History.....	11

Modification History


Version Modification History

Version	Release Date	Comments
1	22 July 2011	Primary Release
1.1	19 December 2011	<p>ISC Upgrade - addition of 36 new skill sets.</p> <p>Correction of typographical errors and amendments for clarity in:</p> <p>MTM10211 Certificate I in Meat Processing (Meat Retailing)</p> <p>MTM20911 Certificate II in Meat Processing (Smallgoods)</p> <p>MTM30311 Certificate III in Meat Processing (Meat Safety)</p> <p>MTM30911 Certificate II in Meat Processing (Smallgoods - General)</p> <p>Basic Meat Industry Skill Set</p> <p>Update to imported units in:</p> <p>MTM40111 Certificate IV in Meat Processing (Leadership)</p> <p>MTM40411 Certificate IV in Meat Processing (General)</p>

MTM11 Australian Meat Industry

MTM11 Australian Meat Industry Training Package

© Commonwealth of Australia 2007



The views expressed in the copyright work do not necessarily represent the views of the Commonwealth of Australia.

This work is copyright and licensed under the AShareNet Free for Education Instant Licence (AShareNet-FfE Licence). The onus rests with you to ensure compliance with the AShareNet-FfE licence and the following is merely a summary of the scope of the Licence.

When you obtain a copy of material that bears the AShareNet-FfE licence mark by legitimate means you obtain an automatic licence to use and copy the work in whole or in part, solely for educational purposes.

Individual learners may:

1. use the material personally for their education such as including it, with proper attribution, in work that is performed in the course of that education; and
2. make unlimited copies, in whole or in part, of the material.

Organisations may:

1. use the material within the organisation or for the services provided by the organisation;
2. make or give copies to learners;
3. charge for the education provided; and
4. charge learners for the material on a cost-recovery basis.

Conditions for the licence can be found at <http://www.aesharenet.com.au/FfE2/>. Queries regarding the standard AShareNet-FfE Licence conditions should be directed to the AShareNet website at <http://www.aesharenet.com.au/help/support/>.

In addition to the standard AShareNet-FfE Licence conditions, the following special conditions apply:

1. The copyright work must only be used in Australia and New Zealand.
2. You are not permitted to develop either an Edited Version or Enhancements of the Licensed Material

Use of this work for purposes other than those indicated above, requires the prior written permission from the Commonwealth. Requests should be addressed to Training Copyright, Department of Education, Employment and Workplace Relations, GPO Box 9880 Canberra City, ACT, 2601 or email copyright@training.com.au.

This work is the result of wide consultations with Australian industry participants. It is a collaborative view and does not necessarily represent the view of the Department or any specific body. For the sake of brevity it may omit factors which could be pertinent in particular cases.

While care has been taken in the preparation of this Training Package, the Department and the original developer do not warrant that any licensing or registration requirements specified here are either complete or up-to-date for your State or Territory. The Department and the original developer do not accept any liability for any damage or loss (including indirect and consequential loss) incurred by any person as a result of relying on the information contained in this Training Package.

The Commonwealth, through the Department of Education, Employment and Workplace Relations, does not accept any liability to any person for the information or advice (or the use of such information or advice) which is provided in this material or incorporated into it by reference. The information is provided on the basis that all persons accessing this material undertake responsibility for assessing the relevance and accuracy of its content. No liability is accepted for any information or services which may appear in any other format. No responsibility is taken for any information or services which may appear on any linked websites.

Published by AgriFood Skills Australia
 PO Box 5450
 Kingston ACT 2604

Email: reception@agrifoodskills.net.au

Training Package Details

Training Package Details

Training Package Code:	MTM11
Training Package Name:	Australian Meat Industry Training Package
First Published:	22 July 2011
AEShareNet Code:	
Print Version Number:	
Endorsed Date:	30 June 2011
Copyright Year:	
Training Package Review Date:	30 June 2014
ISC Name:	AgriFood Skills Australia
ISC Website URL:	http://www.agrifoodskills.net.au

Training Package Volume Number	Training Package Volume Name
1	Introduction, Qualifications Framework and Assessment Guidelines
2	Units of Competency
3	Imported Units of Competency

Training Package Volume Number	Training Package Volume Statement
1	Introduction, Qualifications Framework and Assessment Guidelines
2	Units of Competency
3	Imported Units of Competency

Training Package Volume Number	Training Package Volume Description
1	<p>The material contained within this volume is part of the endorsed components of MTM11 Australian Meat Industry Training Package, including the Qualification Framework and Assessment Guidelines.</p> <p>This volume should not be used in isolation; users will need to ensure they have access to the information contained within the companion volumes, which are:</p> <p>Volume 2 – Units of Competency</p> <p>Volume 3 – Imported Units of Competency</p>
2	<p>The material contained within this volume is part of the endorsed components MTM11 Australian Meat Industry Training Package and includes the Units of Competency.</p> <p>This volume should not be used in isolation; users will need to ensure they have access to the information contained within the companion volumes, which are:</p> <p>Volume 1 – Introduction, Qualification Framework and Assessment Guidelines</p> <p>Volume 3 – Imported Units of Competency</p>
3	<p>The material contained within this volume is part of the endorsed components of MTM11 Australian Meat Industry Training Package and includes the Imported Units of Competency.</p> <p>This volume should not be used in isolation, users will need to ensure they have access to the information contained within the companion volumes, which are:</p> <p>Volume 1 – Introduction, Qualification Framework and Assessment Guidelines</p> <p>Volume 2 – Units of Competency</p>

Preliminary Information

Important Note to Users

Training Packages are not static documents; they are amended periodically to reflect the latest industry practices and are version controlled. It is essential that the latest version is always used.

Check the version number before commencing training or assessment

This Training Package is Version 1 – check whether this is the latest version by going to the National Training Information Service (www.ntis.gov.au) and locating information about the Training Package. Alternatively, contact www.agrifoodskills.net.au to confirm the latest version number.

Explanation of version number conventions

The primary release Training Package is Version 1. When changes are made to a Training Package, sometimes the version number is changed and sometimes it is not, depending on the extent of the change. When a Training Package is reviewed it is considered to be a new Training Package for the purposes of version control, and is Version 1. Do not confuse the version number with the Training Package's national code (which remains the same during its period of endorsement).

Explanation of the review date

The review date (shown on the title page and in the footer of each page) indicates when the Training Package is expected to be reviewed in the light of changes such as changing technologies and circumstances. The review date is not an expiry date. Endorsed Training Packages and their components remain current until they are reviewed or replaced.

Version modification history

The version details of this endorsed Training Package are in the table below. The latest information is at the top of the table.

Version Release Date Comments

1	22 July 2011	Primary Release
---	--------------	-----------------

Overview

What is a Training Package?

A Training Package is an integrated set of nationally endorsed competency standards, assessment guidelines and Australian Qualifications Framework (AQF) qualifications for a specific industry, industry sector or enterprise.

Each Training Package:

- provides a consistent and reliable set of components for training, recognising and assessing peoples skills, and may also have optional support materials
- enables nationally recognised qualifications to be awarded through direct assessment of workplace competencies
- encourages the development and delivery of flexible training which suits individual and industry requirements
- encourages learning and assessment in a work-related environment which leads to verifiable workplace outcomes.

How do Training Packages fit within the National Skills Framework?

The National Skills Framework applies nationally, is endorsed by the Ministerial Council for Vocational and Technical Education, and comprises the Australian Quality Training Framework 2010 (AQTF 2010), and Training Packages endorsed by the National Quality Council (NQC).

How are Training Packages developed?

Training Packages are developed by Industry Skills Councils or enterprises to meet the identified training needs of specific industries or industry sectors. To gain national endorsement of Training Packages, developers must provide evidence of extensive research, consultation and support within the industry area or enterprise.

How do Training Packages encourage flexibility?

Training Packages describe the skills and knowledge needed to perform effectively in the workplace without prescribing how people should be trained.

Training Packages acknowledge that people can achieve vocational competency in many ways by emphasising what the learner can do, not how or where they learned to do it. For example, some experienced workers might be able to demonstrate competency against the units of competency, and even gain a qualification, without completing a formal training program.

With Training Packages, assessment and training may be conducted at the workplace, off-the-job, at a training organisation, during regular work, or through work experience, work placement, work simulation or any combination of these.

Who can deliver and assess using Training Packages?

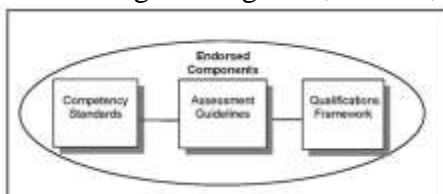
Training and assessment using Training Packages must be conducted by a Registered Training Organisation (RTO) that has the qualifications or specific units of competency on its scope of registration, or that works in partnership with another RTO, as specified in the AQTF 2010.

Training Package Components

Training Packages are made up of mandatory components endorsed by the NQC, and optional support materials.

Training Package Endorsed Components

The nationally endorsed components include the Competency Standards, Assessment Guidelines and Qualifications Framework. These form the basis of training and assessment in the Training Package and, as such, they must be used.



Competency Standards

Each unit of competency identifies a discrete workplace requirement and includes the knowledge and skills that underpin competency as well as language, literacy and numeracy; and occupational health and safety requirements. The units of competency must be adhered to in training and assessment to ensure consistency of outcomes.

Assessment Guidelines

The Assessment Guidelines provide an industry framework to ensure all assessments meet industry needs and nationally agreed standards as expressed in the Training Package and the AQTF 2010. The Assessment Guidelines must be followed to ensure the integrity of assessment leading to nationally recognised qualifications.

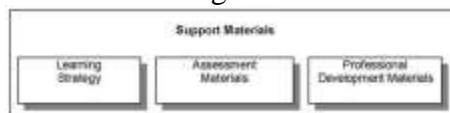
Qualifications Framework

Each Training Package provides details of those units of competency that must be achieved to award AQF qualifications. The rules around which units of competency can be combined to make up a valid AQF qualification in the Training Package are referred to as the 'packaging rules'. The packaging rules must be followed to ensure the integrity of nationally recognised qualifications issued.

Training Package Support Materials

The endorsed components of Training Packages are complemented and supported by optional support materials that provide for choice in the design of training and assessment to meet the needs of industry and learners.

Training Package support materials can relate to single or multiple units of competency, an industry sector, a qualification or the whole Training Package. They tend to fall into one or more of the categories illustrated below.



Training Package support materials are produced by a range of stakeholders such as RTOs, individual trainers and assessors, private and commercial developers and Government agencies.

Training Package, Qualification and Unit of Competency Codes

There are agreed conventions for the national codes used for Training Packages and their components. Always use the correct codes, exactly as they appear in the Training Package, **and with the code always before the title.**

Training Package Codes

Each Training Package has a unique five-character national code assigned when the Training Package is endorsed, for example XYZ08. The first three characters are letters identifying the Training Package industry coverage and the last two characters are numbers identifying the year of endorsement.

Qualification Codes

Within each Training Package, each qualification has a unique eight-character code, for example XYZ10108. Qualification codes are developed as follows:

- the first three letters identify the Training Package;
- the first number identifies the qualification level (noting that, in the qualification titles themselves, arabic numbers are **not** used);
- the next two numbers identify the position in the sequence of the qualification at that level; and
- the last two numbers identify the year in which the qualification was endorsed. (Where qualifications are added after the initial Training Package endorsement, the last two numbers may differ from other Training Package qualifications as they identify the year in which those particular qualifications were endorsed.)

Unit of Competency Codes

Within each Training Package, each unit of competency has a unique code. Unit of competency codes are assigned when the Training Package is endorsed, or when new units of competency are added to an existing endorsed Training Package. Unit codes are developed as follows:

- a typical code is made up of 12 characters, normally a mixture of uppercase letters and numbers, as in MTMCOR201A
- the first three characters signify the Training Package – MTM11 Australian Meat Industry Training Package – in the above example and up to eight characters, relating to an industry sector, function or skill area, follow;
- the last character is always a letter and identifies the unit of competency version. An ‘A’ at the end of the code indicates that this is the original unit of competency. ‘B’, or another incremented version identifier means that minor changes have been made. Typically this would mean that wording has changed in the range statement or evidence guide, providing clearer intent; and
- where changes are made that alter the outcome, a new code is assigned and the title is changed.

Training Package, Qualification and Unit of Competency Titles

There are agreed conventions for titling Training Packages and their components. Always use the correct titles, exactly as they appear in the Training Package, and with the code always placed before the title.

Training Package Titles

The title of each endorsed Training Package is unique and relates the Training Packages broad industry coverage.

Qualification Titles

The title of each endorsed Training Package qualification is unique. Qualification titles use the following sequence:

- first, the qualification is identified as either Certificate I, Certificate II, Certificate III, Certificate IV, Diploma, Advanced Diploma, Vocational Graduate Certificate, or Vocational Graduate Diploma;
- this is followed by the words ‘in’ for Certificates I to IV, and ‘of’ for Diploma, Advanced Diploma, Vocational Graduate Certificate and Vocational Graduate Diploma;
- then, the industry descriptor, for example Telecommunications; and
- then, if applicable, the occupational or functional stream in brackets, for example (Computer Systems).

For example: MTM10111 Certificate I in Meat Processing (Smallgoods)

Unit of Competency Titles

Each unit of competency title is unique. Unit of competency titles describe the competency outcome concisely, and are written in sentence case.

For example: MTMCOR201A Maintain personal equipment

Introduction to the Training Package

History

History

The Australian Meat Industry Training Package was first released in 1998. It was reviewed and re-released as MTM00 in 2000, and the MTM07 version was released in 2007. Continuous Improvement changes were made to the meat retailing qualifications and MTM07 version 2 was released in 2008. MTM07 Version 2.1 was released in 2008, when the Animal Welfare Officer Skill Set was added.