



Australian Government

MTMP2014C Remove head

Release: 2

MTMP2014C Remove head

Modification History

Release	TP Version	Comments
2	MTM11v3.1	Minor changes to performance criteria and required knowledge to make compliance with SRM requirements explicit
1	MTM11v1	Initial release. Supersedes and is equivalent to MTMPR201B

Unit Descriptor

Unit descriptor	This unit covers the skills and knowledge required to remove the head either manually or with the aid of mechanical cutters. This unit may also be used to cover the competencies required to monitor and perform routine maintenance on automated head removing machinery.
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Application of the Unit

Application of the unit	This unit is applicable to workers in a slaughter floor or knackery where heads are removed mechanically or manually.
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		
	MTMPSR203A	Sharpen knives (when heads are removed manually)

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. <i>Remove the head</i>	1.1. Head is severed at the base of the jaw (i.e. the atlanto-occipital joint) 1.2. Head is removed in accordance with work instructions including, where relevant, compliance with Specified Risk Material (SRM) requirements 1.3. Head is removed according to <i>Occupational Health and Safety (OH&S) requirements</i> 1.4. Head is forwarded for further processing, or disposed of, according to <i>workplace requirements</i> 1.5. Machinery for <i>removal of head</i> is prepared, operated and maintained in accordance with work instructions (where this is relevant to a particular work instruction)

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- use correct cutting lines for removing head
- remove head in accordance with work instructions
- use safe and hygienic knife skills to remove head (where manually removed)
- apply relevant *communication skills*
- work effectively as an individual and as part of a team
- apply relevant *regulatory requirements*
- comply with OH&S requirements related to removing head
- take action to improve own work performance as a result of self-evaluation, feedback from others, or in response to changed work practices or technology

Required knowledge

- basic anatomy of muscles, bones and joints of head for relevant species
- cutting lines for removing head
- how and when problems with equipment are reported
- the work instruction for removing heads
- relevant regulatory requirements
- potential contamination and cross-contamination associated with removing head
- issues associated with SRM material

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>The meat industry has specific and clear requirements for evidence. A minimum of three forms of evidence is required to demonstrate competency in the meat industry. This is specifically designed to provide evidence that covers the demonstration in the workplace of all aspects of competency over time.</p> <p>These requirements are in addition to the requirements for valid, current, authentic and sufficient evidence.</p> <p>Three forms of evidence means three different kinds of evidence - not three pieces of the same kind. In practice it will mean that most of the unit is covered twice. This increases the legitimacy of the evidence.</p> <p>All assessment must be conducted against Australian meat industry standards and regulations.</p>
<p>Critical aspects for assessment and evidence required to demonstrate competency in this unit</p>	<p>Competency must be demonstrated at normal chain speed.</p>
<p>Context of, and specific resources for assessment</p>	<p>Assessment of skills must take place during production time.</p>
<p>Method of assessment</p>	<p>Recommended methods of assessment include:</p> <ul style="list-style-type: none"> • quiz of underpinning knowledge • workplace demonstration • workplace referee or third-party report of performance over time <p>Assessment practices should take into account any relevant language or cultural issues related to Aboriginality or Torres Strait Islander, gender, or language backgrounds other than English. Language and literacy demands of the assessment task should not be higher than those of the work role.</p>
<p>Guidance information for assessment</p>	<p>A current list of resources for this unit of competency is available from MINTRAC www.mintrac.com.au or telephone 1800 817 462.</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.

<i>Head removal</i> may involve:	<ul style="list-style-type: none"> • different mechanical and manual methods
<i>OH&S requirements</i> may include:	<ul style="list-style-type: none"> • enterprise OH&S policies, procedures and programs • OH&S legal requirements • Personal Protective Equipment (PPE) which may include: <ul style="list-style-type: none"> • coats and aprons • ear plugs or muffs • eye and facial protection • head-wear • lifting assistance • mesh aprons • protective boot covers • protective hand and arm covering • protective head and hair covering • uniforms • waterproof clothing • work, safety or waterproof footwear • requirements set out in standards and codes of practice
<i>Workplace requirements</i> may include:	<ul style="list-style-type: none"> • enterprise-specific requirements • OH&S requirements • Quality Assurance (QA) requirements • Standard Operating Procedures (SOPs) • the ability to perform the task to production requirements • work instructions.
<i>Communication skills</i> may include:	<ul style="list-style-type: none"> • listening and understanding • sharing information • speaking clearly and directly • working and communicating with diverse

RANGE STATEMENT	
	individuals and groups
<i>Regulatory requirements</i> may include:	<ul style="list-style-type: none"> • Export Control Act • hygiene and sanitation requirements • relevant regulations • requirements set out in AS 4696:2007 Australian Standard for Hygienic Production and Transportation of Meat and Meat Products for Human Consumption • state and territory regulations regarding meat processing

Unit Sector(s)

Unit sector	
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Co-requisite units

Co-requisite units		

Competency field

Competency field	
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