



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **MTMP3073B Implement food safety program**

**Release: 1**

## MTMP3073B Implement food safety program

### Modification History

Not applicable.

### Unit Descriptor

<b>Unit descriptor</b>	This unit covers the skills and knowledge required to maintain food safety in a meat processing plant.
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### Application of the Unit

<b>Application of the unit</b>	This unit is applicable to those intending to work as supervisors, meat inspectors and Quality Assurance (QA) officers in meat processing plants.
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### Licensing/Regulatory Information

Not Applicable

### Pre-Requisites

<b>Prerequisite units</b>	Nil	

## Employability Skills Information

<b>Employability skills</b>	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. Identify microbiological hazards for meat and meat safety	<p>1.1.Types of micro-organisms (e.g. bacteria, virus, yeast and mould) are identified.</p> <p>1.2.Major microbiological threats to meat (i.e. bacteria and relevant yeasts or moulds) are identified and assessed to determine the risk level and control requirements.</p> <p>1.3.Types of bacteria causing food poisoning and meat spoilage are identified.</p> <p>1.4.Effects of bacterial contamination in relation to food poisoning (i.e. impact on people) and food spoilage (i.e. shelf life) are identified.</p> <p>1.5.Sources of bacterial contamination are identified.</p> <p>1.6.Growth characteristics and requirements of bacteria are identified.</p> <p>1.7.Critical Control Points (CCP) and control points for prevention and control of bacterial contamination are identified.</p> <p>1.8.Control methods required to prevent or reduce microbiological hazards are determined and implemented.</p> <p>1.9.Customer and <i>regulatory requirements</i> for microbiological contamination levels are identified.</p> <p>1.10. Relevant microbiological tests are identified and test results are assessed.</p>
2. Identify chemical hazards for meat and meat safety	<p>2.1.Chemical hazards which may affect meat are identified.</p> <p>2.2.Common sources of chemical hazards or contamination are identified (e.g. cleaning chemicals and drug residues) are assessed to determine the risk level and control requirements.</p> <p>2.3.Control methods which prevent or reduce chemical contamination to acceptable levels including national programs (e.g. residue testing) are determined and implemented.</p> <p>2.4.Effects of chemical residues on meat (e.g. poisoning, tainting, and rejections) are explained.</p> <p>2.5.Chemical residue testing programs and level requirements are identified.</p>
3. Identify physical hazards on meat and	<p>3.1.Physical hazards which may affect meat are explained.</p>

ELEMENT	PERFORMANCE CRITERIA
meat products	<p>3.2. Common sources of physical hazards and/or contamination are identified and assessed to determine the risk level and control requirements.</p> <p>3.3. Control methods to prevent contamination reaching an unacceptable level are determined and implemented.</p> <p>3.4. Effects of physical hazards on meat are explained.</p>
4. Calibrate thermometers	4.1. Thermometers are calibrated according to regulatory requirements.
5. Identify the components of a Hazard Analysis Critical Control Point (HACCP)-based QA program for meat processing plants	<p>5.1. Regulatory basis for compliance with a HACCP-based QA program is identified and explained.</p> <p>5.2. Steps in the development of a HACCP program are identified and explained.</p> <p>5.3. Nature and importance of work instructions or task descriptions and operating procedures are identified and workers are coached in their implications.</p> <p>5.4. Elements of a HACCP program are identified.</p> <p>5.5. Nature and importance of Good Manufacturing Practices (GMP) and pre-requisite programs are identified.</p> <p>5.6. Mechanisms for validation, monitoring and verification are identified and explained.</p>
6. Conduct pre-operational hygiene check	<p>6.1. Pre-operational checklists are identified.</p> <p>6.2. Corrective action procedures are identified and explained.</p> <p>6.3. Pre-operational hygiene check is conducted.</p>
7. Conduct microbiological test swabbing	<p>7.1. Appropriate microbiological testing regimes are identified.</p> <p>7.2. Swabbing for microbiological testing is performed according to <i>workplace</i> and regulatory requirements.</p> <p>7.3. Microbiological test results are assessed and where necessary appropriate corrective action is taken.</p>

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

## REQUIRED SKILLS AND KNOWLEDGE

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

### Required skills

Ability to:

- conduct a pre-operational hygiene check
- complete *reports* as required by regulators or the enterprise
- identify and culture different types of micro-organisms
- identify and describe features of major types of micro-organisms affecting the meat industry
- identify and interpret relevant regulations and Australian Standards
- identify and utilise sources of information
- apply relevant *communication* and *mathematical skills*
- calibrate a thermometer
- work effectively as an individual and as part of a team
- take action to improve own work performance as a result of self-evaluation, feedback from others and in response to changed work practices or technology
- use relevant *problem-solving skills*

### Required knowledge

Knowledge of:

- aerobic and anaerobic requirements of micro-organisms
- growth traits of different types of micro-organisms
- bacterial contamination testing programs used in abattoirs
- how bacterial contamination can be prevented
- how bacterial growth can be controlled
- how hazard risk assessment is undertaken
- effect each requirement has on microbial growth
- effects of incorrect removal of contamination
- effects on microbial growth of refrigeration, handling techniques etc
- effects on microbial growth of wet carcass surfaces
- impact of chemicals on meat and meat products
- importance of food chain security and the implications of a break down in control
- symptoms, effects and means of prevention of microbial infection contamination of meat
- major sources of physical contamination
- function of the elements of a HACCP-based QA system
- major chemical contamination control programs
- major sources of chemical contamination
- monitoring and control methods employed such as inspection and metal detectors

**REQUIRED SKILLS AND KNOWLEDGE**

- relevant Occupational Health and Safety (*OH&S*), regulatory and workplace requirements
- elements of a HACCP-based QA program including hazard identification, control points, CCP, critical limits, control measures, preventative measures, GMP, pre-requisite programs, verification, monitoring, documentation and validation
- habitat of different types of micro-organisms and their ability to survive outside the host animal
- actions to prevent physical and chemical contamination of meat
- conditions under which food poisoning occurs
- symptoms of bacterial food poisoning
- steps to limit and remove contamination.

## Evidence Guide

### EVIDENCE GUIDE

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.

#### Overview of assessment

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.

These requirements are in addition to the requirements for valid, current, authentic and sufficient evidence.

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.

All assessment must be conducted against Australian meat industry standards and regulations.

#### Critical aspects for assessment and evidence required to demonstrate competency in this unit

Competency must be demonstrated while complying with current HACCP and approved program regulations in an operating meat processing plant.

#### Context of, and specific resources for assessment

Assessment must involve reference to an actual or simulated meat processing HACCP program.

#### Method of assessment

Recommended methods of assessment include:

- assignments
- quiz of underpinning knowledge
- simulated demonstration
- workplace demonstration
- workplace referee or third-party report of performance over time.

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



<b>EVIDENCE GUIDE</b>	
	literacy demands of the assessment task should not be higher than those of the work role.
<b>Guidance information for assessment</b>	A current list of resources for this Unit of Competency is available from MINTRAC <a href="http://www.mintrac.com.au">www.mintrac.com.au</a> or telephone 1800 817 462.

## Range Statement

<b>RANGE STATEMENT</b>	
<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>	
<p><b><i>Regulatory requirements</i></b> may include:</p>	<ul style="list-style-type: none"> <li>• Export Control Act</li> <li>• relevant Australian Standards</li> <li>• relevant regulations</li> <li>• requirements set out in AS 4696:2007 Australian Standard for Hygienic Production and Transportation of Meat and Meat Products for Human Consumption</li> <li>• state and territory regulations regarding meat processing.</li> </ul>
<p><b><i>Workplace</i></b> requirements may include:</p>	<ul style="list-style-type: none"> <li>• enterprise-specific requirements</li> <li>• hygiene and sanitation requirements</li> <li>• OH&amp;S requirements</li> <li>• QA requirements</li> <li>• Standard Operating Procedures (SOPs)</li> <li>• the ability to perform the task to production requirements</li> <li>• work instructions.</li> </ul>
<p><b><i>Reports</i></b> may:</p>	<ul style="list-style-type: none"> <li>• be in diagrammatic, sketch, tabular, graphic formats</li> <li>• be presented in writing, in standard formats</li> <li>• be presented orally</li> <li>• include information and mathematical data gathered, interpreted and summarised from a</li> </ul>

<b>RANGE STATEMENT</b>	
	range of sources.
<i>Communication</i> skills may include:	<ul style="list-style-type: none"> <li>• applying numeracy skills to workplace requirements</li> <li>• being appropriately assertive</li> <li>• interpreting needs of internal and/or external customers</li> <li>• listening and understanding</li> <li>• reading and interpreting workplace documentation</li> <li>• sharing information</li> <li>• speaking clearly and directly</li> <li>• using negotiation and persuasion skills</li> <li>• working with diverse individuals and groups</li> <li>• writing to audience needs.</li> </ul>
<i>Mathematical skills</i> may include:	<ul style="list-style-type: none"> <li>• calculation, estimation, collation and recording of data relating to cell counts, time, temperature, humidity, quantity, etc</li> <li>• interpretation of control screens and panel, dials and controls.</li> </ul>
<i>Problem-solving skills</i> may involve:	<ul style="list-style-type: none"> <li>• applying a range of strategies to problem-solving</li> <li>• developing practical and creative solutions to workplace problems</li> <li>• listening to and resolving concerns in relation to workplace issues</li> <li>• resolving customer concerns relative to workplace responsibilities</li> <li>• showing independence and initiative in identifying problems</li> <li>• solving problems individually or in teams</li> <li>• using numeracy skills .</li> </ul>
<i>OH&amp;S</i> requirements may include:	<ul style="list-style-type: none"> <li>• enterprise OH&amp;S policies, procedures and programs</li> <li>• OH&amp;S legal requirements</li> <li>• Personal Protective Equipment (PPE) which may include: <ul style="list-style-type: none"> <li>• coats and aprons</li> <li>• ear plugs or muffs</li> <li>• eye and facial protection</li> <li>• head-wear</li> <li>• lifting assistance</li> </ul> </li> </ul>

<b>RANGE STATEMENT</b>	
	<ul style="list-style-type: none"> <li>• mesh aprons</li> <li>• protective boot covers</li> <li>• protective hand and arm covering</li> <li>• protective head and hair covering</li> <li>• uniforms</li> <li>• waterproof clothing</li> <li>• work, safety or waterproof footwear</li> <li>• requirements set out in standards and, codes of practice.</li> </ul>

**Unit Sector(s)**

<b>Unit sector</b>	
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**Co-requisite units**

<b>Co-requisite units</b>		

**Competency field**

<b>Competency field</b>	
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