



Australian Government

Department of Education, Employment and Workplace Relations

MTMP403B Oversee plant compliance with the Australian Standards for meat processing

Release: 1

MTMP403B Oversee plant compliance with the Australian Standards for meat processing

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	<p>This unit covers the skills and knowledge required to oversee compliance with the relevant Australian Standards for meat processing in abattoirs and boning rooms.</p> <p>Some state meat authorities will require competency in this unit to prove currency when meat inspectors, who have been out of the industry for some time, seek re-registration.</p>
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Application of the Unit

Application of the unit	<p>This unit is applicable to meat inspectors, supervisors and Quality Assurance personnel responsible for ensuring a meat processing plant complies with the relevant Australian Standards.</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. Identify the major <i>regulatory requirements</i> relevant to meat processing plants supplying the domestic market	1.1. Relevant legislation and its application to meat processing plants is identified. 1.2. Relevant Australian Standards called up in this legislation are identified. 1.3. Agency responsible for the enforcement of this legislation is identified. 1.4. Process for registration of a domestic meat processing plant is explained. 1.5. Registration process for meat inspectors is described.
2. Identify and describe the requirements of the Australian Standard	2.1. Nature of approved arrangements and pre-requisite programs is described. 2.2. Meat inspection requirements of the Australian Standard are described and explained. 2.3. Disposition requirements of the Australian Standard are described and explained. 2.4. Requirements for reporting exotic or notifiable diseases are described.
3. Identify government review and audit processes	3.1. Relevant government agencies regulating the meat industry at state level are identified. 3.2. Review and audit processes used by the agencies to ensure compliance with the Australian Standard are described.
4. Oversee compliance with the Australian Standard	4.1. Internal verification activities for compliance are participated in. 4.2. External review or audit is prepared for. 4.3. External review or audit of compliance is managed. 4.4. Corrective action requests from external or internal audits are closed out.

Required Skills and Knowledge

<p>REQUIRED SKILLS AND KNOWLEDGE</p> <p>This section describes the skills and knowledge required for this unit.</p>
<p>Required skills</p>
<p>Ability to:</p> <ul style="list-style-type: none"> • apply relevant <i>communication</i> and <i>mathematical skills</i>

REQUIRED SKILLS AND KNOWLEDGE

- identify and resolve data inconsistencies
- maintain currency of knowledge and techniques through informal learning, regular professional development and personal research
- work effectively as an individual and as a team member
- demonstrate initiative and creativity in proposing solutions and contributing to the development of appropriate actions to close out corrective action requests
- identify and apply relevant *Occupational Health and Safety (OH&S)* and *workplace requirements*
- take action to improve own work practice as a result of self-evaluation, feedback from others, or changed work practices, regulations or technology
- provide relevant information to work colleagues to facilitate understanding of, and compliance with the Australian Standards and associated regulations.
- use technology to access information, prepare reports, and to access and prepare relevant data

Required knowledge

Knowledge of:

- how to prepare for an external review or audit
- how to close out corrective action requests from external or internal audits
- requirements for meat inspection staff to work effectively as an individual and as a team member
- characteristics of exotic or notifiable diseases

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 in terms of specific legislation relevant to export or domestic meat processing plants.</p>
<p>Context of and specific resources for assessment</p>	<p>Assessment must occur in the context of simulated breaches and simulated review processes. Assessment must involve utilising the current Australian Standards.</p>
<p>Method of assessment</p>	<p>Recommended methods of assessment are:</p> <ul style="list-style-type: none"> • assignment • quiz of underpinning knowledge • simulation • workplace demonstration • workplace project • workplace referee report of performance over time. <p>Assessment practices should take into account any relevant language or cultural issues related to Aboriginality, gender, or language backgrounds other than English. Language and literacy demands of the assessment task should not be higher than those of the</p>

EVIDENCE GUIDE	
	work role.

EVIDENCE GUIDE	
Guidance information for assessment	A current list of resources for this Unit of Competency is available from MINTRAC www.mintrac.com.au or telephone 1800 817 462.

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>	
Regulatory requirements may include:	<ul style="list-style-type: none"> • Export Control Act • Export Control Orders (ECOs) • hygiene and sanitation requirements • relevant regulations and Australian Standards • AS 4696:2007 Australian Standard for the Hygienic Production and Transportation of Meat and Meat Products for Human Consumption • state and territory legislation and regulations regarding meat processing.
Communication skills may include:	<ul style="list-style-type: none"> • speaking clearly and directly; listening and understanding • communicating with people from a range of cultural, social and ethnic backgrounds • reading and interpreting workplace-related documentation • the preparation of documentation for a specified audience • the use of negotiation and persuasion skills, and being appropriately assertive • the sharing of information.
Mathematical skills include:	<ul style="list-style-type: none"> • graphs of microbial growth • logging of arithmetic growth rates • model parameters • percentiles

RANGE STATEMENT	
	<ul style="list-style-type: none"> • predictive models • collection, estimation, calculation and interpretation of deviations within cycle, internal temperature, humidity, ambient temperature, weights.
<i>OH&S</i> requirements 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"> • coat and apron • ear plugs or muffs • eye and facial protection • head-wear • lifting assistance • mesh apron • 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> will include:	<ul style="list-style-type: none"> • enterprise-specific requirements • OH&S requirements • Quality Assurance requirements • Standard Operating Procedures (SOPs) • the ability to perform the task to production requirements • work instructions.

Unit Sector(s)

Unit sector	
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Co-requisite units

Co-requisite units		

Competency field

Competency field	
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