



Australian Government

Department of Education, Employment and Workplace Relations

MTMPSR412A Participate in product recall

Release: 1

MTMPSR412A Participate in product recall

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit covers the skills and knowledge required to initiate and participate in a product recall.
------------------------	---

Application of the Unit

Application of the unit	This unit is applicable to plant managers, Quality Assurance (QA) personnel, managers and marketing personnel who have a role in implementing a product recall.
--------------------------------	---

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
-----------------------------	--

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. Participate in decision about disposition	1.1. Decision is made in relation to whether product is recalled according to workplace and product specifications.
2. Simulate a product recall	<p>2.1. Criteria for a product recall are identified according to product specifications and <i>workplace requirements</i>.</p> <p>2.2. Product to be recalled is identified and traced according to product specifications and workplace requirements.</p> <p>2.3. Individuals or groups involved in a product recall are identified and their role described.</p> <p>2.4. Steps in recall are identified and described.</p> <p>2.5. Product development is reviewed in consultation with those responsible.</p> <p>2.6. Manufacturing methods and quality control methods are reviewed to prevent problems re-occurring.</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

Ability to:

- complete records of simulated product recall exercise and review for improvements to the recall procedure
- use communications technology such as computers and telephones to facilitate product recall
- identify and implement the procedure for a product recall
- identify and apply relevant *Occupational Health and Safety (OH&S)* and *regulatory requirements*
- identify records of product identification and traceability and use them for trace forward
- use relevant *communication skills*

Required knowledge

REQUIRED SKILLS AND KNOWLEDGE

Knowledge of:

- steps involved in implementing a product recall
- reasons and procedures for initiating a product recall

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 when utilising a documented product recall procedure and realistic data.

Context of and specific resources for assessment

Assessment can be based on participation in a comprehensive simulation.

Method of assessment

Recommended methods of assessment include:

- assignments
- quiz of underpinning knowledge
- simulation
- workplace project
- 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

EVIDENCE GUIDE	
	literacy demands of the assessment task should not be higher than those of the work role.
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>	
<p><i>Workplace requirements</i> may include:</p>	<ul style="list-style-type: none"> • Enterprise-specific procedures • OH&S requirements • QA requirements • standard operating procedures (SOPs) • the ability to perform the task to production requirements • work instructions.
<p><i>OH&S</i> requirements may include:</p>	<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

RANGE STATEMENT	
	<ul style="list-style-type: none"> • waterproof clothing • work, safety or waterproof footwear • requirements set out in standards and codes of practice.
<i>Regulatory requirements</i> may include:	<ul style="list-style-type: none"> • Export Control Act • hygiene and sanitation requirements • relevant Australian Standards • 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.
<i>Communication skills</i> may include:	<ul style="list-style-type: none"> • applying numeracy skills to workplace requirements • being appropriately assertive • empathising • establishing/using networks • interpreting the needs of internal/external customers • listening and understanding • negotiating responsively • persuading effectively • reading and interpreting workplace-related documentation • sharing information • speaking clearly and directly • working with diverse individuals and groups • writing to audience needs.

Unit Sector(s)

Unit sector	
--------------------	--

Co-requisite units

Co-requisite units		

Competency field

Competency field	
-------------------------	--