MTMS309B Operate product forming machinery

Release: 1

MTMS309B Operate product forming machinery

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit covers the skills and knowledge required to operate and control a production line using product-forming machinery.

Application of the Unit

Application of the unit	This unit is applicable to smallgoods manufacturing operations.

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units	Nil	

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. Set up *product* forming equipment	1.1. All processing equipment is *set up* according to production requirements. 1.2. Appropriate Personal and Protective Equipment (PPE) is used as provided. 1.3. Routine pre-start checks are conducted prior to commencement of operation. 1.4. Required product materials are in place.
2. Operate product forming machinery	2.1. Product forming machinery is used according to *workplace requirements*. 2.2. Appropriate remedial action is taken to correct any faults in process or product. 2.3. Process is monitored to confirm that specifications are met, and variations in operating conditions are addressed. 2.4. Daily production schedule is met. 2.5. Workplace records are maintained according to workplace recording requirements.
3. Ensure smooth operation of process	3.1. Potential dangers from hazards are identified and actions reflect the required precautions. 3.2. Oral *communication* with team members is clear and accurate. 3.3. Faults and variances outside the job holder's area of responsibility are reported promptly, clearly and accurately to an appropriate authority. 3.4. Team members are encouraged and supported to work as an effective team. 3.5. Safe working procedures are followed at all times.
4. Shut-down the process	4.1. Appropriate shut-down procedure is identified. 4.2. Process is shut-down according to workplace procedures. 4.3. Faults and variances outside area of responsibility are reported promptly, clearly and accurately to an appropriate authority.

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:

- apply production documentation requirements and procedures
- apply relevant communication and *mathematical skills*
- work effectively as an individual or as a member of a team
- demonstrate teamwork practices and team-building techniques
- observe relevant Quality Assurance (QA) and inspection procedures and systems
- apply relevant Occupational Health and Safety (*OH&S*), *regulatory* and workplace requirements
- 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

Knowledge of:

- relevant QA and inspection procedures and systems
- materials and equipment specifications
- Standard Operating Procedures (SOPs)
- food safety and Hazard Analysis Critical Control Points HAACP requirements
- precautions necessary to ensure safety
- how output is maximised while still meeting quality and safety requirements
- limits of authority
- tolerance allowable in the quality system and when action should be taken
- production documentation requirements and procedure
- relevant OH&S, regulatory and workplace requirements
- potential dangers in specific plant and equipment

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 over time and under typical operating and production conditions for the enterprise.
Context of, and specific resources for assessment	Assessment must occur in the workplace under normal enterprise or production conditions.
Method of assessment	Recommended methods of assessment include:
	• workplace demonstration
	• quiz of underpinning knowledge
	• workplace project
	• workplace referee 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 literacy demands of the assessment task should not be higher than those of the 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	
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.	
Product may include:	• devon, polony, fritz • frankfurts • salami • sausages.
Machine *set up* may include:	• selecting or entering programs on to automatic machines to specifications.
Workplace requirements may include:	• enterprise-specific requirements • OH&S requirements • QA requirements • SOPs • the ability to perform the task to production requirements • work instructions.
Communication may:	• be with people from a range of cultural, social and ethnic backgrounds • involve listening and understanding, speaking clearly and directly • involve reading and interpreting workplace-related communication.
Mathematical skills may include:	• collection, estimation, calculation and interpretation of deviations within cycle, internal temperature, humidity, ambient temperature, weights.
OH&S requirements may include:	• enterprise OH&S policies, procedures and programs

AgriFood Skills Australia

RANGE STATEMENT	

	• OH&S legal requirements
	• PPE which may include:
	   • 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.

Regulatory requirements may include:	• Export Control Act • federal, state and territory regulations regarding meat processing • hygiene and sanitation requirements • relevant Australian Standards • relevant regulations.

Unit Sector(s)

Unit sector	

Co-requisite units

Co-requisite units		

Competency field

Competency field	