

# **Companion Volume Implementation Guide**

## **Part 1: Overview and Implementation**

**AMP Australian Meat Processing  
Training Package**

Release 8.1

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## Implementation Guide modification history

Release number	Release date	Author	Comments
8.1	February 2025	Skills Impact	Implementation Guide updated to accompany release of AMP Australian Meat Industry Training Package V8.1  Minor update to <i>AMPMSY413 Recognise diseases and conditions during inspection of food animal</i>
8.0	January 2023	Skills Impact	Implementation Guide updated to accompany release of AMP Australian Meat Industry Training Package V8.0  Major update to 8 qualifications (5 merged into 2) and 114 units of competency (7 new, 3 deleted, 107 reviewed with 15 merged to become 2). Minor updates to 2 qualifications, 2 units of competency, 1 Skill Set and addition of 2 new Skill Sets.
7.0	June 2021	Skills Impact	Implementation Guide updated to accompany release of AMP Australian Meat Industry Training Package V7.0  Major update to one qualification and minor updates to five qualifications. Twelve units of competency updated, and one unit of competency deleted. Addition of three new skill sets and minor update to six skill sets.
6.0	April 2021	Skills Impact	Implementation Guide updated to accompany release of AMP Australian Meat Industry Training Package V6.0.  Entry requirements for qualifications updated and information about the Diploma and Advanced Diploma in Meat Processing updated.
5.1	February 2021	Skills Impact	Implementation Guide updated to accompany release of AMP Australian Meat Industry Training Package V5.1.  Updated to remove components deleted as part of meeting Skills Ministers' priority of removing training products with low or no enrolments, as agreed by the AISC.
5.0	December 2020	Skills Impact	Implementation Guide updated to accompany release of AMP Australian Meat Industry Training Package V5.0.  Typographical errors corrected, information about Halal certification added, information about training in the poultry processing sector added, and industry links updated.
4.0	August 2019	Skills Impact	Implementation Guide updated to accompany release of AMP Australian Meat Industry Training Package V4.0.
3.0	December 2017	Skills Impact	Implementation Guide updated to accompany release of AMP Australian Meat Industry Training Package V3.0.
2.0	July 2016	Skills Impact	Implementation Guide created to accompany transition of AMP Australian Meat Processing Training Package to new standards for training packages completed with this release.

1.0	December 2015	Skills Impact	Implementation Guide created to accompany release of AMP Australian Meat Industry Processing Training Package V1.0.
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# Introduction

## About this Guide

This Companion Volume Implementation Guide (Implementation Guide) is designed to assist assessors, trainers, Registered Training Organisations (RTOs) and enterprises to use the *AMP Australian Meat Processing Training Package*.

## Structure of this Guide

This Implementation Guide for the *AMP Australian Meat Processing Training Package* consists of two parts. Each part can be downloaded from VETNet at:

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7>

This document is **Part 1** and it contains two sections.

### 1. Overview

This section includes information about:

- what training packages are, and how they are developed
- the qualifications, skill sets and units of competency (including imported and prerequisite units of competency) in the training package
- mapping between previous and current versions of the qualifications and units of competency
- key work, training and regulatory/licensing requirements in the industry.

Note: Lists of qualifications, skill sets and units of competency, together with mapping information for qualifications, skill sets and units of competency, are in the Appendices section.

### 2. Implementation

This section explains some of the key features of the *AMP Australian Meat Processing Training Package* and the industry that will be impacted by the use of the Training Package. It includes information about:

- training pathways
- occupational outcomes of qualifications
- entry requirements for qualifications
- choosing electives, including specialisations
- mandatory workplace requirements
- legislation requirements
- access and equity considerations
- Training package delivery and assessment, including assessment methods
- resources and equipment requirements.

### Note about Part 2

Please refer to the *AMP Australian Meat Processing Training Package Implementation Guide Release 8 Part 2: Component Details* file for:

- lists of qualifications, skill sets and units of competency in the *AMP Australian Meat Processing Training Package R8.0*
- units of competency from the *AMP Australian Meat Processing Training Package R8.0* with prerequisite requirements

- units of competency from the *AMP Australian Meat Processing Training Package R8.0* with mandatory workplace requirements
- units of competency imported from other training packages included in qualifications in the *AMP Australian Meat Processing Training Package R8.0*
- mapping information, providing a summary of the key changes between current and previous versions of the training package components (qualifications, skill sets and units of competency).

# Overview

## About training packages

Training packages specify the skills and knowledge (known as competencies) that individuals need in order to perform effectively in workplaces. Training packages:

- reflect identified workplace outcomes
- support national (and international) portability of skills and competencies
- reflect the core, job-specific and transferable skills, required for job roles
- enable the awarding of nationally recognised qualifications
- facilitate recognition of peoples' skills and knowledge, and support movement between school, VET and higher education sectors
- promote flexible modes of training to suit individual and industry requirements.

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**Note:** To make them easy to interpret, training packages are written in simple, concise language, with delivery and assessment requirements clearly described. Training package products do not prescribe how an individual should be trained so that users can develop training and assessment strategies to suit the needs of their particular learners.

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## Training package components

Training packages consist of endorsed and non-endorsed components<sup>1</sup>.

Although all components must be developed to comply with the Standards for Training Packages 2012<sup>2</sup>, endorsed components must be submitted for approval by the Australian Industry and Skills Committee before they are released for use.

A summary of endorsed and non-endorsed components is provided on the following page.

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<sup>1</sup> Note that the words 'components' and 'products' are used in currently applicable legislation standards and policies. Both words are generally used to refer to the qualifications, skill sets, units of competency, assessment requirements, credit arrangements and supporting materials produced for training packages.

<sup>2</sup> The *Standards for Training Packages 2012*, and accompanying policies, are available from the Australian Department of Employment and Workplace Relations website <<https://www.dewr.gov.au/skills-information-training-providers/resources/standards-training-packages-2012>>.

## Endorsed components

Product	Description
<b>Qualification</b>	A qualification combines the skills standards (called units of competency) into meaningful groups that meet workplace roles and align to the Australian Qualifications Framework (AQF).
<b>Unit of competency</b>	A unit of competency describes the requirements for effective performance in a discrete area of work, work function, activity or process. They specify the standard against which training delivery and assessment of competency can take place.
<b>Assessment requirements</b>	Assessment requirements accompany each unit of competency and include the performance evidence, knowledge evidence and conditions for assessment.
<b>Credit arrangements</b>	Credit arrangements provide details of existing arrangements between training package qualifications and higher education qualifications in accordance with the AQF.  Note: There are currently no nationally applicable credit arrangements between any Skills Impact training package qualification and higher education qualification.

## Non-endorsed components

Product	Description
<b>Skill set</b>	A skill set addresses a particular industry need or a licensing or regulatory requirement. A skill set is not endorsed but includes endorsed units of competency.
<b>Companion volume</b>	This general term refers to any product (including this Implementation Guide) which supports training and assessment.

## Training package development

Training packages are developed through a process of national consultation with industry. There are some key stakeholders that drive training package development.

### Key stakeholder roles<sup>3</sup>

<b>COAG Industry and Skills Council (CISC)</b>	The CISC is the ministerial council responsible for industry and skills. The CISC provides a forum for intergovernmental collaboration and decision-making about industry competitiveness, productivity and labour market pressures, and skills development and national training arrangements, including training packages.
<b>The Australian Industry and Skills Committee (AISC)</b>	The AISC was established by the CISC in 2015 to provide industry leadership within the national training system. As well as setting the priorities for the review of training packages in a national review schedule, the AISC approves training packages for implementation.
<b>Industry Reference Committees (IRCs)</b>	IRCs are the key industry advisory bodies to the AISC. They are made up of people who are experts in their particular industry sectors. IRCs drive the process of training package development so that the qualifications and units of competency are aligned with modern work practices.
<b>Skills Service Organisations (SSOs)</b>	SSOs are funded by the Australian Government to provide technical, operational and secretariat support to IRCs. SSOs assist IRCS to identify the skills required for jobs. Under the direction of the IRCs, SSOs develop and review compliant training packages that meet industry needs. Skills Impact is an SSO.
<b>Government</b>	The Australian Government supports the AISC and its network of IRCs and manages the SSOs. State and territory governments, referred to as State or Territory Training Authorities (STAs/TTAs), canvass stakeholder views about training packages, provide implementation advice, identify issues and develop purchasing guides for training providers.
<b>Vocational education and training regulators</b>	The national VET regulator, the Australian Skills Quality Authority (ASQA), and two state-based VET regulators, Victorian Registration and Qualifications Authority (VRQA) and Western Australian Training Accreditation Council (WA TAC), regulate the training and assessment strategies and practices of registered training organisations. Their aim is to ensure consistency with the requirements of the endorsed components of training packages.

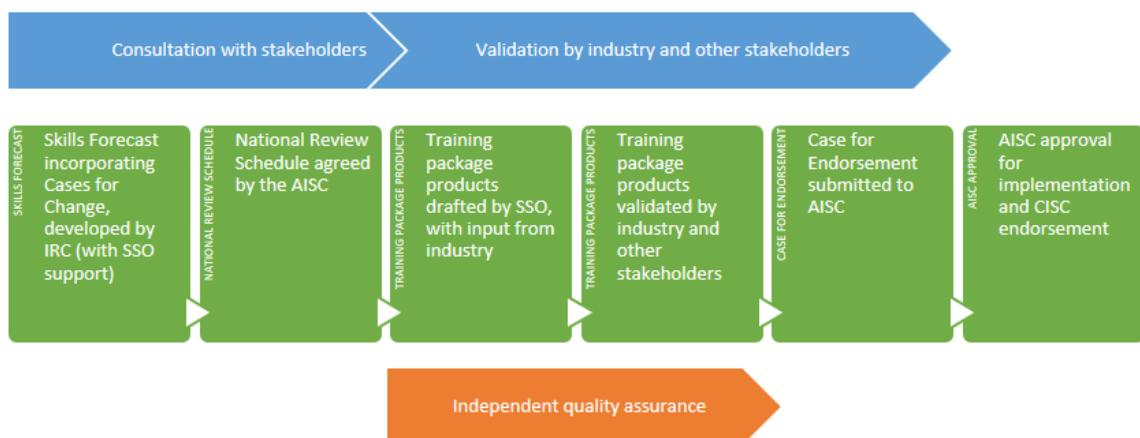
<sup>3</sup> More information about key stakeholder roles is available on the AISC website <<https://www.aisc.net.au>>.

## The development process

The process used to develop and endorse training packages is based on the following principles:

- open and inclusive industry participation in development, validation and endorsement of training packages
- strong stakeholder engagement and the opportunity for industry to drive change
- highly responsive and capable of meeting industry needs and priorities for new skills
- clear and transparent arrangements for resolving contentious issues
- accountability of all stakeholders for the role that they play in the process.

The diagram summarises the process of training package development.<sup>4</sup>



<sup>4</sup> The training package development and endorsement process policy can be downloaded from the Department of Employment and Workplace Relations website <<https://www.dewr.gov.au/aisc/resources/training-package-development-and-endorsement-process-policy>>

## Contents of this training package

The *AMP Australian Meat Processing Training Package* contains AQF aligned qualifications, skill sets and units of competency.

### Prerequisite requirements

Some units of competency have prerequisite requirements. This means that an individual must be competent in the prerequisite unit(s) of competency before undertaking any assessment in the unit containing the prerequisite(s).

### Imported units

Qualifications include units of competency from different training packages, including:

- ACM Animal Care and Management
- AHC Agriculture, Horticulture and Conservation and Land Management
- BSB Business Services
- CPC Construction, Plumbing and Services
- CPP Property Services
- FBP Food Beverage and Pharmaceutical
- HLT Health
- MEM Manufacturing and Engineering
- MSL Laboratory Operations
- MSM Manufacturing
- MSS Sustainability
- MST Textiles, Clothing and Footwear
- NWP National Water
- SIR Retail Services
- TAE Training and Education
- TLI Transport and Logistics
- UEE11 Electrotechnology.

Please refer to *AMP Australian Meat Processing Training Package Implementation Guide Release 8 Part 2 Component Details*, which is a separate document, for details of components in the *AMP Australian Meat Processing Training Package* including lists of:

- qualifications, skill sets and units of competency
- units of competency with prerequisite requirements
- units of competency with mandatory workplace requirements
- imported units of competency.

This file can be downloaded from VETNet

(<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7>)

## Mapping information

Mapping to previous versions of a training package can be useful for delivery and assessment because it:

- outlines the changes between current and previous versions of qualifications, skill sets and units of competency
- states whether the vocational outcomes of the current and previous versions of units of competency and qualifications are equivalent
- shows any components that have been added to, or removed from, the training package.

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Note: The mapping tables are summary documents only and cannot be used alone to determine an individual's competence.

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Please refer to the *AMP Australian Meat Processing Training Package Implementation Guide Release 8 Part 2 Component Details* for mapping between previous and current qualifications, skill sets and units of competency. This file can be downloaded from VETNet (<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7>)

## Registered Training Organisation (RTO) use

An RTO may use the mapping information to help design training and assessment strategies, including recognition of prior learning (RPL) systems. In addition to the mapping information, RPL processes must take into account other evidence of current competency, for example, how long ago an individual was awarded a superseded unit of competency and current work experience.

## Employer use

An employer might use the mapping information to determine whether there are gaps between a qualification held by workers and the current expectations of a job role. Once gaps are identified, this could assist in planning professional development activities.

## How equivalence is determined

### Units of Competency

The training package developer determines equivalence based on the definition provided in the *Training Package Products Policy*<sup>5</sup> which state that:

“Training package developers are responsible for mapping units and determining their equivalence status.

- Where a unit of competency is superseded and the workplace outcome of the unit has changed, the superseding unit must be deemed ‘Not Equivalent’.
- The workplace outcome can be determined to have changed when the skills and knowledge (reflected through the elements, performance criteria and assessment requirements) required to achieve the workplace outcome of the superseded and superseding units cannot be mapped to each other.
- Determinations of ‘Not Equivalent’ may also be used to support licensing, regulatory, legislative or certification requirements. The equivalence table must list the units of competency and clearly identify the status of each unit according to the following categories:

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<sup>5</sup> The policy is available from the Department of Employment and Workplace Relations website at <<https://www.dewr.gov.au/skills-support-individuals/resources/training-package-products-policy>>

- **Equivalent** - the workplace outcomes of the superseded and superseding units are equivalent
- **Not Equivalent** - the workplace outcomes of the superseded and superseding units are not equivalent (refer Section 2.5)
- **Newly created** - the unit has been created to address an emerging skill or task required by industry
- **Deleted** - the unit is deleted as the skill or task is no longer required by industry”

If two units are determined to be equivalent, an RTO can recognise an ‘old’ unit as satisfying the outcomes of a new unit (including RPL). However, an RTO cannot assume that no changes are needed for the training and assessment of the new unit.

If a unit of competency is not equivalent to its predecessor, this means that there are significant changes in the new unit. These changes would need to be addressed, for example, through training, providing additional RPL evidence.

### Qualifications

‘Training package developers are responsible for mapping qualifications and determining their equivalence status.

- Where a qualification is superseded and the occupational outcome and/or the AQF level of the qualification has changed, the superseding qualification must be deemed ‘Not Equivalent’.
- The occupational outcome can be determined to have changed when the skills and knowledge required to achieve the occupational outcome of the superseded and superseding qualifications cannot be mapped to each other.
- Determinations of ‘Not Equivalent’ may also be used to support licensing, regulatory, legislative or certification requirements.
- The equivalence table must list the qualifications and clearly identify the equivalence status of each qualification according to the following categories:
  - **Equivalent** - the occupational outcomes of the superseded and superseding qualifications are equivalent
  - **Not Equivalent** - the occupational outcomes of the superseded and superseding qualifications are not equivalent
  - **Newly Created** - the qualification has been created to address an original skill or occupational outcome required by industry
  - **Deleted** - the qualification is deleted as the skill or occupational outcome is no longer required by industry.’

### Superseded and deleted training package products

A product is **superseded** when another training product replaces it. This happens if the skill needs of industry change so training package developers need to alter a qualification, unit of competency or skill set.

A product is **deleted** when another training product does not replace it. This happens if industry determines that there is no longer sufficient demand for a qualification, unit of competency or skill set.

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The rules around the use of superseded and deleted products for training purposes are in Clause 1.26 of the *Standards for Registered Training Organisation (RTOs) 2015*.

ASQA has a useful guide that explains how to manage the transition from superseded and deleted training products. This can be accessed from:  
<https://www.asqa.gov.au/standards/chapter-4/clauses-1.26-1.27>

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## Coding conventions

There are agreed conventions for the national codes used for training packages and their components.

### Training package codes

Each training package has a unique three-letter national code assigned when the Training Package is endorsed, for example, **AMP** is the code used for the *Australian Meat Processing Training Package*.

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The practice of assigning two numbers to identify the year of endorsement is no longer used as it is not consistent with national policy.

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### Qualification codes

Within the training package, each qualification has a unique eight-character code that is used to identify the qualification, along with its title. The table explains the format of a qualification code for the *AMP Australian Meat Processing Training Package*.

Identifiers	Description	Example for AMP50221
<b>Training package identifier</b>	Three letters	= AMP
<b>AQF level identifier</b>	One number identifying the Australian Qualifications Framework level	= 5
<b>Sequence identifier</b>	Two numbers identifying the sequence of the qualification at that level in the Training Package	= 02
<b>Version identifier</b>	Two numbers identifying the year in which the qualification was endorsed.	= 21

## Unit of competency codes

Within the training package, each unit of competency has a unique code (up to 12 characters). The code, as well as the title, is used to identify the unit of competency. The table explains the format of a unit of competency code for the *AMP Australian Meat Processing Training Package*.

Identifiers	Description	Example for AMPABA202
<b>Training package identifier</b>	Three letters	= AMP
<b>Sector identifier</b>	Two to four letters	= ABA (Abattoirs stream)
<b>AQF level indicator</b>	One number that is a guide as to the type and depth of skills and knowledge described in the unit. This identifier is loosely tied to the Australian Qualifications Framework and can range from 1 (indicates Certificate 1) to 8 (indicates Graduate Certificate/Graduate Diploma)	= 2
<b>Sequence identifier</b>	The final numbers identify the sequence of the unit in the particular unit sector and AQF level, and allows each unit to have a unique code	= 02
<b>Cross sector unit</b>	Cross-sector units must have 'X' as the final character	= X

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Under the *Standards for Training Packages*, units of competency no longer include a version identifier (e.g. A, B, C). In training.gov.au the release history of each unit is shown in both the web view of the unit and in the unit modification history and mapping tables.

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## Key work and training requirements in the industry

The Australian meat processing industry is comprised of processors, retailers and exporters who together are responsible for guaranteeing the supply of meat to domestic and international markets.

Australia exports \$6 billion worth of beef and cattle annually, making this sector one of the country's most valuable farm contributors. Sheep meat and sheep exports are worth around \$1.6 billion, and goat meat and goats approximately \$145 million. Combined, these represent around 23 percent of total Australian farm exports. Over 70 per cent of red meat production is exported to 110 countries worldwide.

The Australian red meat industry has a total annual value of over \$17 billion and is one of the world's largest exporters of red meat and livestock. Approximately 350,000 people are involved either directly in the supply chain or in businesses that service the industry. The Australian domestic market is the industry's largest single market.

The pork industry is focused predominantly on a domestic market while maintaining a small export industry to New Zealand and Singapore (valued at around \$70.7 million)<sup>6</sup>. Competition with increasing volumes of subsidised imports from North America and Europe continue to be an issue for the industry.

The Australian production system is diverse, offering a wide variety of products to customers and consumers. Products range from high-quality, tenderness-guaranteed eating products, to hides and pharmaceutical ingredients.

The industry is renowned for its efforts in meeting customer requirements. Major international customers for Australian beef are China, Japan, the US and Korea, while the US and the Middle East are the dominant export markets for lamb, mutton and goat meat.

The Australian meat industry has an enviable international reputation as a leader in food safety, animal welfare and disease control. This earns the trust of domestic and international consumers and allows access to all global markets, where collectively over three million tonnes of Australian product are consumed each year.

The chicken meat industry is predominantly vertically integrated, meaning that individual companies own almost all aspects of production – breeding farms, multiplication farms, hatcheries, feed mills, some broiler-growing farms, and processing plants. The Poultry Processing industry is projected to grow further over the next five years due to demands for organic and free-range chicken as well as value-added products. Growth within the industry participants will likely increase by catering to the consumers seeking locally produced goods. Revenue is forecast to increase over the next five years.<sup>7</sup>

Smallgoods, including sausages, salamis, bacons, hams, pâtés and dried, roasted and preserved meat products are mainly consumed by the domestic market. IBISWorld estimates the total revenue of the industry at \$4 billion, with the three top players accounting for less than 50 per cent of the total revenue<sup>8</sup>. A significant amount of Australian smallgoods product continues to be manufactured by smaller, speciality processors.

The meat wholesaling sector is a growing sector of newly emerging companies primarily made up of boning rooms and value-adding establishments servicing the hospitality and supermarket industries.

Meat retailers in Australia include traditional independent butchers, supermarkets, butcher shop chains, and gourmet and specialist retail meat outlets. The Australian Meat Industry Council (AMIC) estimates that there are about 2,800 independent butchers throughout Australia, employing about 8,500 people. Woolworths and Coles dominate the supermarket distribution of meat products, with

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<sup>6</sup> Source: [http://australianpork.com.au/wp-content/uploads/2020/02/ImportExport\\_Dom\\_Prod\\_December\\_Report.pdf](http://australianpork.com.au/wp-content/uploads/2020/02/ImportExport_Dom_Prod_December_Report.pdf)

<sup>7</sup> Source: IBISWorld, 2019, <https://www.ibisworld.com.au/industry-trends/market-research-reports/manufacturing/food-product/poultry-processing.html>

<sup>8</sup> Source: IBISWorld, 2019, <https://www.ibisworld.com.au/industry-trends/market-research-reports/manufacturing/food-product/cured-meat-smallgoods-manufacturing.html>

figures produced by Meat and Livestock Australian (MLA) in 2012 indicating that these two organisations accounted for about 58 per cent of beef and lamb sales.

A cattle feedlot is a managed facility where livestock are provided a balanced and nutritious diet for the purpose of producing beef of a consistent quality and quantity. At any one time, there are around 2 per cent of Australian's cattle population located in feedlots.

### **Beef and veal**

Australia is one of the world's most efficient producers of cattle and the world's third largest exporter of beef. The off-farm meat value of Australia's beef industry is \$19.6 billion. The gross value of Australian cattle and calf production is estimated at \$10.9 billion.<sup>9</sup>

Australian cattle slaughter is expected to decrease to 7.2 million head, as persistent difficult conditions continue for many producers with breeding heads reduced heavily. The national herd numbers are the lowest since the mid 1990's with much of the rebuilding that has been achieved since the 2013-2015 drought now undone.<sup>10</sup>

Australia exports over \$9 billion worth of beef and cattle annually, making this sector one of the country's most valuable farm contributors. Over the next five years, the major markets will continue to be the United States, Japan, Republic of Korea, and China.<sup>11</sup>

### **Sheep meat**

Australia is one of the world's leading producers of lamb and mutton, the largest exporter of mutton and live sheep, and the second largest exporter of lamb. The Australian public are among the biggest consumers of lamb in the world. The off-farm meat value of the Australian sheep meat industry is \$6.6 billion.<sup>12</sup>

The national flock is estimated to be at its lowest level in more than a century with breeding ewes being offloaded due to prolonged drought, feed and water availability and the downward trend is likely to continue. Prices remain strong for the export market and as such more product has been directed away from the domestic market.<sup>13</sup>

Once weather conditions improve then producers will be able to gradually rebuild their breeding flocks.

Sheep meat exports are worth around \$1.6 billion, with strong export demand expected to keep prices high at around 510 cents a kilogram. Demand from the United States, the Middle East and China is likely to remain particularly strong, while the smaller markets of Japan, South East Asia and the European Union will continue as important markets to the Australian industry.

Domestic lamb consumption has been in a long-term decline, from 23.8 kilograms per person in 1971 to 1972, to 8.9 kilograms per person in 2013 to 2014. The current rate of consumption is currently 6-7

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<sup>9</sup> Meat and Livestock Australia, 2019, <https://www.mla.com.au/globalassets/mla-corporate/prices--markets/documents/trends--analysis/fast-facts--maps/mla-beef-fast-facts-2019.pdf>

<sup>10</sup> Meat and Livestock Australia, <https://www.mla.com.au/globalassets/mla-corporate/prices--markets/documents/trends--analysis/cattle-projections/mla-australian-cattle-industry-projections-2019.pdf>

<sup>11</sup> Meat and Livestock Australia, <https://www.mla.com.au/globalassets/mla-corporate/prices--markets/documents/trends--analysis/fast-facts--maps/mla-beef-fast-facts-2019.pdf>

<sup>12</sup> Meat and Livestock Australia, 2019, Australia's sheep meat industry <https://www.mla.com.au/globalassets/mla-corporate/prices--markets/documents/trends--analysis/fast-facts--maps/mla-sheep-fast-facts-2019-1.pdf>

<sup>13</sup> Meat and Livestock Australia, 2020, [https://www.mla.com.au/globalassets/mla-corporate/prices--markets/documents/trends--analysis/sheep-projections/mla\\_feb-2020-australian-sheep-industry-projections-1.pdf](https://www.mla.com.au/globalassets/mla-corporate/prices--markets/documents/trends--analysis/sheep-projections/mla_feb-2020-australian-sheep-industry-projections-1.pdf)

kilograms per person despite the rise in domestic prices and lamb captures a 12% share of the domestic fresh meat retail sales.<sup>14</sup>

### **Goat meat**

Over the past 20 years, the Australian goat meat industry has experienced strong growth, largely underpinned by the sale of goats derived from rangeland or extensive production systems. Australia is the world leader in goat meat exports, with around 95 per cent of Australian goat meat sent offshore (mostly to the US and Asia) and accounting for around 50 per cent of the global goat meat trade.

Around 90 percent of Australia's meat production is derived from rangeland goats, the majority of which are mustered from semi-arid western regions of the eastern states. The goatmeat industry was worth over \$182 million in 2018 with approximately 1.6 million head slaughtered.<sup>15</sup>

### **Pork processing**

The pork industry is one of the few Australian food industries operating in a truly global marketplace, maintaining a small export industry to New Zealand and Singapore, and competing with increasing volumes of subsidised imports from North America and Europe. Increasing competition from imports is regarded as one of the major challenges facing the industry. The industry is currently exploring access to new markets such as China for the export of fresh pork.

ABARES predicts that pig meat prices to be higher year on year. Partly as a result of strong export demands from Asian countries affected by the African swine fever outbreaks which continue to affect the global production and trade.

All fresh pork is Australian but 45% of all pork consumed in Australia is imported and subject to specific import conditions such as must be cooked before sale. Most of this imported product goes into processed products like ham and bacon.<sup>16</sup>

Current industry initiatives focused on country of origin labelling and consumer awareness as to the extent of imported products that can be found in store and encouraging Australians to buy Australian pork with the introduction of the Australian Pork Mark logo.<sup>17</sup>

### **Other species**

Australian animals, such as kangaroos, possums and introduced animals such as rangeland goats, horses and pigs are the basis of significant commercial industries for human consumption and pet food.

Other species such as ratites (emus and ostriches), deer, crocodiles, llamas and alpacas, mutton birds and rabbits are also processed in Australia. Most of the meat is processed for domestic consumption, although skins, feathers, oils, etc are often speciality export products.

Where they can be harvested humanely and, in the case of native animals, sustainably, wild animals can be profitable supplements or alternatives to domestic animals. Their commercial use can also contribute to pest management objectives.

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<sup>14</sup> Meat and Livestock Australia, 2020, [https://www.mla.com.au/globalassets/mla-corporate/prices--markets/documents/trends--analysis/sheep-projections/mla\\_feb-2020-australian-sheep-industry-projections-1.pdf](https://www.mla.com.au/globalassets/mla-corporate/prices--markets/documents/trends--analysis/sheep-projections/mla_feb-2020-australian-sheep-industry-projections-1.pdf)

<sup>15</sup> Meat and Livestock Australia, 2020, <https://www.mla.com.au/extension-training-and-tools/going-into-goats/>

<sup>16</sup> Australian Pig Farmers, 2020, <https://aussiepigfarmers.com.au/pork/our-plate/buying-pork/>

<sup>17</sup> As above

# Implementation information

## Industry sectors

The *AMP Australian Meat Processing Training Package* includes the following industry sectors:

Code	Industry sector
ABA	Abattoirs
AUD	Auditing
COM	Communication
COR	Core units
GAM	Wild Game
LDR	Leadership
LSK	Livestock
MGT	Management
MSY	Meat Safety
OPR	Operational
P	Poultry Processing
PKG	Packaging
PMG	Pest Management
QUA	Quality Assurance
REN	Rendering
SMA	Smallgoods
WHS	Work Health and Safety

Note: The following sector references currently exist in AMP however they will be revised and updated once these components are updated; A, G, R, S and X (August 2022).

The units of competency, skill sets and qualifications in the *AMP Australian Meat Processing Training Package* cover a diverse range of work activities within the industry. The following table lists the qualifications and provides an overview of occupational outcomes for each qualification.

## Occupational outcomes of qualifications

The units of competency, skill sets and qualifications in the *AMP Australian Meat Processing Training Package* cover a diverse range of work activities within the industry.

The following table lists the qualifications and provides an overview of occupational outcomes for each qualification.

Qualification	Overview of occupational outcomes
<b>Graduate Diploma (level 8)</b> <ul style="list-style-type: none"><li>AMP80215 Graduate Diploma of Agribusiness</li></ul>	The Graduate Diploma reflects the role of advanced practitioners who require high-level knowledge in a range of contexts to carry out highly skilled/specialist work. It is also a pathway to further learning.
<b>Graduate Certificate (level 7)</b> <ul style="list-style-type: none"><li>AMP80115 Graduate Certificate in Agribusiness</li></ul>	The Graduate Certificate reflects the role of advanced practitioners who require high-level knowledge in a range of contexts to carry out highly skilled/specialist work. It is also a pathway to further learning.

<b>Qualification</b>	<b>Overview of occupational outcomes</b>
<b>Advanced Diploma (level 6)</b> <ul style="list-style-type: none"> <li>▪ AMP60122 Advanced Diploma of Meat Processing</li> </ul>	The Advanced Diploma reflects the role of individuals who are in middle to senior management positions with responsibility for strategic leadership and management of significant areas or departments in the organisation, or the whole of the organisation. It is also a pathway to further learning.
<b>Diploma (level 5)</b> <ul style="list-style-type: none"> <li>▪ AMP50221 Diploma of Meat Processing</li> </ul>	The Diploma qualification reflects the role of individuals who apply knowledge, practical skills and experience in leadership and management across a range of enterprise and industry contexts including team leaders in operational, functional, technical and business areas in meat establishments. It is also a pathway to further learning.
<b>Certificate IV</b> <ul style="list-style-type: none"> <li>▪ AMP40222 Certificate IV in Meat Processing</li> <li>▪ AMP40522 Certificate IV in Meat Safety Inspection</li> </ul>	The Certificate IV qualification reflects the role of individuals to undertake work in varied contexts using a broad range of specialised knowledge and skills. Certificate IV is suitable for senior workers and technicians who supervise or lead teams. It is also a pathway to further learning.
<b>Certificate III</b> <ul style="list-style-type: none"> <li>▪ AMP30116 Certificate III in Meat Processing (Boning Room)</li> <li>▪ AMP30220 Certificate III in Meat Processing (Food Services)</li> <li>▪ AMP30322 Certificate III in Meat Safety Inspection</li> <li>▪ AMP30421 Certificate III in Meat Processing (Rendering)</li> <li>▪ AMP30516 Certificate III in Meat Processing (Slaughtering)</li> <li>▪ AMP30622 Certificate III in Meat Processing</li> <li>▪ AMP30815 Certificate in Meat Processing (Retail Butcher)</li> <li>▪ AMP30916 Certificate in Meat Processing (Smallgoods – General)</li> <li>▪ AMP31016 Certificate in Meat Processing (Smallgoods – Manufacture)</li> <li>▪ AMP31116 Certificate in Meat Processing (Livestock Handling)</li> <li>▪ AMP31216 Certificate III in Meat Processing (Packing Operations)</li> </ul>	The Certificate III qualification reflects the role of individuals required to apply a broad range of knowledge and skills in varied contexts and undertake skilled work. Certificate III is suitable for experienced operators, technicians and trades workers. It is also a pathway to further learning.
<b>Certificate II</b> <ul style="list-style-type: none"> <li>▪ AMP20117 Certificate II in Meat Processing (Food Services)</li> <li>▪ AMP20316 Certificate II in Meat Processing (Abattoirs)</li> <li>▪ AMP20415 Certificate II in Meat Processing (Meat Retailing)</li> </ul>	The Certificate II qualification reflects the role of individuals who undertake mainly routine work. Generally, Certificate II is used as an induction into the industry and is aligned to operator, production and assistant roles. It is also a pathway to further learning.

## Sector overview

### Processors

The red meat sector is dominated by five major participants, including significant foreign ownership, large scale, and multinational operations:

- JBS Australia Limited
- Teys Australia Limited
- NH Foods Australia
- Thomas Foods International
- Fletcher International Exports.

In addition, there are over 140 meat processing establishments of varying sizes, across Australia.

While there are processing plants throughout Australia, the highest concentration is on the eastern seaboard. Most processors are situated in regional towns, although there are some large processors in the outer metropolitan areas of Brisbane/Gold Coast and Melbourne. In many regional locations, the meat processing enterprise will be one of the largest employers and will have a significant impact on the local economy.

The sector features a growing level of technological development and computerisation, particularly in relation to workplace health and safety and production line efficiencies. A high level of capital investment has been undertaken to reduce the environmental impact of the sector over the past decade through solutions involving energy efficiency, wastewater and biomass systems. As a matter of process, implications and adjustment to the training system are considered and addressed as part of the implementation processes. This includes consideration of the workplace health and safety implications of the introduction of new technologies.

A need for further development has been identified in the engineering maintenance area. The introduction of automation and digital technologies is placing pressure on maintenance staff, particularly in the area of cross-trade skills, leading to the industry demand for broader technical training for maintenance staff.

### Smallgoods manufacturing

Smallgoods are meat products where the meat has been manufactured to form new products, such as sausages, salamis, bacons, hams, pâtés and dried, roasted and preserved meat products. Smallgoods are made from pork meat and other meats, such as poultry, mutton and beef. Pork represents anywhere from 60 to 80 per cent of the smallgoods sector's meat input, of which 60 percent comes from imported pig meat.

Australian-produced smallgoods products are mainly consumed by the domestic market. The largest product segment offered by the industry is bacon.

Continuing expansion of smallgoods product range and growing demand for high-value goods is anticipated to continue growth within the industry over the next five years, with the industry to benefit from the consolidation that occurred over the previous five-year period.<sup>18</sup>

Australia's \$4 billion cured meats and smallgoods industry includes 247 businesses and employs more than 7,950 people. The three major processors are:

- Primo Smallgoods (now part of JBS Australia)
- George Weston Foods.

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<sup>18</sup> IBISWorld, Cured Meat and Smallgoods Manufacturing in Australia: Market Research Report

- Bertocchi Smallgoods.

The industry has experienced significant consolidation over the last five years. However, a significant proportion of Australian smallgoods product continues to be produced by smaller speciality processors.

The Cured Meat and Smallgoods Manufacturing industry is concentrated along the eastern seaboard, with Victoria, New South Wales and Queensland combined accounting for a little over 70 per cent of the total number of establishments.

Technological changes through adoption of new equipment and the computerisation of processes have been implemented in the sector, particularly by the larger businesses with a focus on efficiency of production.

## **Leadership**

The meat industry now faced with more challenges such as increased operating costs, staff shortages and decreased profits. The Australian meat industry has highlighted leadership skills as a key area of improvement. These days managers are extremely time poor due to the day-to-day operational tasks which need to be meet. In most cases managers often lack the vital skills needed to interpret data and then use it help benefit the business and industry.

The common pathway for leaders with the meat industry is to work their way up through the system, which hasn't allowed them to benefit from the training which is often provided to apprentices and trainees.

Leadership roles within any business is critically important, as it helps to provide support and direction to rest of them. Effective management techniques will allow help provide purpose, clarity, motivate and guide the organisation to its goals.

There are several behaviours, which will often set apart an effective leader which can have the ability to solving problems effectively, seeking different perspectives, supporting other team members, and operating with a focus on the delivering results to the workplace.

## **Meat wholesaling/Food services**

The meat wholesaling sector is a growing sector of newly emerging companies primarily made up of independent boning rooms and value-adding establishments servicing the hospitality industry and supermarkets. These establishments supply restaurants, fast-food outlets, food chains, hotels, airlines and supermarkets. They also fill niche markets, making specific products such as portion control products, organic meat products, native meat products, meat patties, pizza toppings, meat products with health benefits, kebabs and trimmed and pre-packed shelf-ready trays of meat.

IBISWorld estimates the sector to generate an annual revenue of \$16 billion across 1,579 businesses, but it should be noted that these figures include poultry and smallgoods wholesaling.<sup>19</sup>

There is an increasing trend for major processors to add boning, wholesale and value-adding processing facilities to their operations, often in more metropolitan locations. Some of the major supermarkets are also moving towards introducing more centralised wholesale meat preparation facilities.

Businesses are increasingly being located in metropolitan areas close to retail outlets in Victoria, New South Wales, South Australia and Queensland. There are no dominant businesses.

Technological changes through adoption of new equipment and the computerisation of processing have been implemented in the sector, particularly by the larger businesses with a focus on efficiency of production. Although there has been no direct need for new units, as a result, this has encouraged a greater uptake of the Food Services qualifications.

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<sup>19</sup> IBISWorld, Meat, Poultry and Smallgoods Wholesaling in Australia: Market Research Report.

## **Meat retailing**

Meat retailing enterprises are located in nearly every community across Australia. Meat retailers in Australia include traditional independent butchers, supermarkets, butcher shop chains and gourmet and specialist retail meat outlets. There are about 3,000 individual enterprises and most of these are represented through their peak body, the Australian Meat Industry Council (AMIC).

The meat retailing sector focuses on producing and supplying meat products to meet customer needs and further processing and value-adding to meat products to meet demands for prepared and pre-cooked products. There is a growing interest in the origin of livestock, such as whether it is grass fed and free range. Meat retailers increasingly provide food preparation, storage and cooking advice to customers, in response to a growing resurgence of interest in home cooking and non-traditional meat dishes.

There is also a growing trend towards further processing and supplying meat products from a variety of different animal species, including poultry, game meat, rabbits and native animals and combining meat with other food products to produce specific product to meet local needs.

The meat retailing sector is facing increasing regulation, particularly in food safety and quality assurance. There are changes in work organisation and work arrangements, including longer opening hours, and increasing skills demands in technology, food safety, quality assurance, workplace health and safety, marketing, customer service and finances.

Many meat retailers are diversifying their businesses to provide whole meal solutions; pre-cooked or partially cooked meals; grocery; bakery and consumable items; and café-style dining options. There is also increasing evidence of food trucks and pop-up restaurants. These trends will have an impact on the range of skills required.

Retailers are also adopting alternative forms of packaging such as vacuum-seal pouches and thermoform packaging that offers shelf-life advantages and novel display opportunities, and packaging that includes stronger plastic materials that are puncture resistant.

There is a growing trend towards the use of electronic financial systems, and increasing impact of information technologies, particularly on marketing and supply of products e.g. using the internet and social media.

## **Meat Safety Inspection**

The role of the safety inspector is to ensure the animals health and animal products are meeting meat industry guidelines and are compliant with relevant government regulations. They will often perform tests on the animals to check the quality, specifications as well as monitoring the quality procedures at processing plants and feedlots.

Meat inspectors will often inspect both the domestic and export processing plants. The main role of the meat inspector is to ensure meat industry has a safe and traceable supply chain, effective disease management plan and the responsible to use chemicals within the meat industry.

People wanting to undertake this career path should check with the relevant state or territory to make sure they are up to date with latest requirements.

## **Quality Assurance/Management**

The quality Assurance manager will generally be responsible of overseeing the team / department who is responsible for developing, training, and maintaining a reliable and quality system for the organisation.

They will be responsible for coordinating the testing process which will highlight any issues, bugs, defects, and any other potential problems. Any samples required for laboratory testing are collected as part of the internal / external audit process.

It is necessary to maintain all manuals and resources required are kept up to date and monitor the results of all equipment calibration. Communicating any compliance updates or changes to the QA team from local or state governments regulations and any updates with the guidelines or polices.

This role will be varied if the role is based within a food service or retail outlet, this person will normally be the responsible person nominated by the state regulatory board during the process of a

site visit. During the audit all relevant documentation will need to be presented, at times the auditor may question some of the data which has been collected.

### **Wild game harvesting**

A wild game animal is an animal that has not been owned, controlled, herded, penned or confined before shooting. This sector includes licensed wild game harvesters and mobile depots that harvest wild game such as kangaroos, wallaby, pigs, deer, rabbits, hares and brushtail possums for both pet food and human consumption and for a limited export market. This sector does not include farmed game.

For the most part, wild game harvesters are individual operators who cover broad geographical areas such as western Queensland, Tasmania, Northern Territory, western New South Wales, northern South Australia and Western Australia. The 'depots' are mobile chillers that receive shot game and transport the product to processors.

### **Poultry processing**

Companies in the industry process live poultry (including chickens, ducks and turkeys) into cuts and value-added products. Industry operations begin when live poultry is purchased for processing (usually aged between five and eight weeks) and includes abattoir operation, dressing, frozen poultry manufacturing, poultry meat manufacturing and poultry packing. The industry's involvement ends at the initial point of sale of poultry products.

The four largest industry enterprises account for a little over 65 per cent of industry revenue. Market share concentration has been increasing significantly since the early 1980s due to the continual development and growth in size of the major industry players. The industry is largely dominated by two larger companies (Ingham's and the Baiada Group). Baiada operates eight processing plants and Ingham's operates seven processing plants. These along with several medium to small-size operators, are mostly located in regional areas of Australia.

Investment in the automation of processing plants and the ensuing economies of scale have contributed to ongoing industry rationalisation.<sup>20</sup>

### **Feedlots**

The cattle feedlot industry has a value of production of approximately \$2.5 billion and employs about 28,500 people.

Cattle are generally taken to feedlots for two main reasons. Firstly, Australia's dry seasons and/or dry years result in pastures that have insufficient nutritional value to allow cattle to reach customer requirements in a timely and sustainable manner. Notably, cattle require increasing nutrition as they get older, and this places greater pressure on pastures and the environment. Secondly, customers in both Australia and our export markets actively demand grain-fed beef due to the industry's ability to consistently meet market requirement in terms of quality and quantity (irrespective of seasons or droughts).

The feedlot industry has grown over the past 20 years. The ability to deliver consistency with respect to quality and quantity (regardless of seasons) is a desirable trait for customers in both domestic and international markets. Approximately 40 per cent of Australia's total beef supply and 80 per cent of beef sold in major domestic supermarkets is sourced from the cattle feedlot sector.

There are around 450 accredited feedlots throughout Australia, with the majority located in areas that are near cattle and grain supplies.

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<sup>20</sup> IBISWorld, June 2016, 'Poultry Processing in Australia

'<https://www.ibisworld.com/au/industry/poultry-processing/91/>.

Queensland is the largest state in terms of cattle numbers on feed, with approximately 60 per cent, followed by New South Wales with 30 per cent, Victoria with 7 per cent and the remainder shared between South Australia and Western Australia.

Current investment includes research in the areas of disease detection, pen cleaning and feeding.

## Occupational outcomes for industry sectors

The following tables provide typical occupational outcomes of each AQF qualification in each industry sector.<sup>21</sup>

### Abattoirs

Qualification	Typical occupational outcomes
AMP20117 Certificate II in Meat Processing (Food Services)	<ul style="list-style-type: none"><li>▪ Food services worker</li><li>▪ Processor/packer</li><li>▪ Meat packer</li><li>▪ Production labourer</li></ul>
AMP20316 Certificate II in Meat Processing (Abattoirs)	<ul style="list-style-type: none"><li>▪ Boning room packer</li><li>▪ Stock handler</li><li>▪ Processor/packer</li><li>▪ Meat packer</li><li>▪ Production labourer</li><li>▪ Cleaner</li><li>▪ Store person</li><li>▪ Offal room worker</li></ul>
AMP30116 Certificate III in Meat Processing (Boning Room)	<ul style="list-style-type: none"><li>▪ Boner</li><li>▪ Processing hand</li><li>▪ Slicer</li></ul>
AMP30220 Certificate III in Meat Processing (Food Services)	<ul style="list-style-type: none"><li>▪ Food services operator</li><li>▪ Wholesale meat preparation</li></ul>
AMP30322 Certificate III in Meat Safety Inspection	<ul style="list-style-type: none"><li>▪ Meat Inspector</li></ul>
AMP30421 Certificate III in Meat Processing (Rendering)	<ul style="list-style-type: none"><li>▪ Renderer</li></ul>
AMP30516 Certificate III in Meat Processing (Slaughtering)	<ul style="list-style-type: none"><li>▪ Slaughterer</li></ul>
AMP30622 Certificate III in Meat Processing	<ul style="list-style-type: none"><li>▪ Supervisor</li><li>▪ Team Leader</li><li>▪ Laboratory worker</li><li>▪ Quality Assurance officer</li></ul>

<sup>21</sup> Information provided as a guide only. Some information is sourced from The Australian Apprenticeships & Traineeships Information Service <[aapathways.com.au/jpc](http://aapathways.com.au/jpc)> which is funded by the Australian Government Department of Education and Training. Information in the tables is based on <<https://www.aapathways.com.au/job-pathways/chart/australian-meat-processing-amp/a36eff2d-51fa-481a-a6ae-7f4b4e5fed92>>.

Qualification	Typical occupational outcomes
AMP31116 Certificate III in Meat Processing (Livestock Handling)	<ul style="list-style-type: none"> <li>▪ Livestock handler</li> <li>▪ Livestock supervisor</li> </ul>
AMP31216 Certificate III in Meat Processing (Packing Operations)	<ul style="list-style-type: none"> <li>▪ Packing room supervisor</li> </ul>
AMP40222 Certificate IV in Meat Processing	<ul style="list-style-type: none"> <li>▪ Technical supervisor</li> <li>▪ Section manager</li> <li>▪ Quality Assurance manager</li> </ul>
AMP40522 Certificate IV in Meat Safety Inspection	<ul style="list-style-type: none"> <li>▪ Meat Inspector</li> </ul>
AMP50221 Diploma of Meat Processing	<ul style="list-style-type: none"> <li>▪ Meat processing manager</li> </ul>
AMP60122 Advanced Diploma of Meat Processing	<ul style="list-style-type: none"> <li>▪ Middle and senior meat processing manager</li> </ul>
AMP80115 Graduate Certificate in Agribusiness	<ul style="list-style-type: none"> <li>▪ Senior meat processing manager</li> </ul>
AMP80215 Graduate Diploma in Agribusiness	<ul style="list-style-type: none"> <li>▪ Senior meat processing manager</li> </ul>

### Smallgoods

Qualification	Typical occupational outcomes
AMP20117 Certificate II in Meat Processing (Food Services)	<ul style="list-style-type: none"> <li>▪ Food services worker</li> <li>▪ Processor/packer</li> <li>▪ Meat packer</li> <li>▪ Production labourer</li> </ul>
AMP30220 Certificate III in Meat Processing (Food Services)	<ul style="list-style-type: none"> <li>▪ Food services operator</li> <li>▪ Wholesale meat preparation</li> </ul>
AMP30622 Certificate III in Meat Processing	<ul style="list-style-type: none"> <li>▪ Supervisor</li> <li>▪ Team Leader</li> <li>▪ Quality Assurance officer</li> </ul>
AMP30916 Certificate III in Meat Processing (Smallgoods - General)	<ul style="list-style-type: none"> <li>▪ Smallgoods maker</li> </ul>
AMP31016 Certificate III in Meat Processing (Smallgoods – Manufacture)	<ul style="list-style-type: none"> <li>▪ Smallgoods maker</li> </ul>
AMP40222 Certificate IV in Meat Processing	<ul style="list-style-type: none"> <li>▪ Technical supervisor</li> <li>▪ Section manager</li> <li>▪ Quality Assurance manager</li> </ul>
AMP50221 Diploma of Meat Processing	<ul style="list-style-type: none"> <li>▪ Meat processing manager/leader</li> </ul>
AMP60122 Advanced Diploma of Meat Processing	<ul style="list-style-type: none"> <li>▪ Middle and senior meat processing manager</li> </ul>
AMP80115 Graduate Certificate in Agribusiness	<ul style="list-style-type: none"> <li>▪ Senior meat processing manager</li> </ul>
AMP80215 Graduate Diploma in Agribusiness	<ul style="list-style-type: none"> <li>▪ Senior meat processing manager</li> </ul>

### Food Services

Qualification	Typical occupational outcomes
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AMP20117 Certificate II in Meat Processing (Food Services)	<ul style="list-style-type: none"> <li>▪ Food services worker</li> <li>▪ Processor/packer</li> <li>▪ Counter hand</li> <li>▪ Meat packer</li> <li>▪ Production labourer</li> </ul>
AMP30622 Certificate III in Meat Processing	<ul style="list-style-type: none"> <li>▪ Food services operator</li> <li>▪ Wholesale meat preparation</li> <li>▪ Poultry processor</li> </ul>

### Meat Retail

Qualification	Typical occupational outcomes
AMP20117 Certificate II in Meat Processing (Food Services)	<ul style="list-style-type: none"> <li>▪ Food services worker</li> <li>▪ Processor/packer</li> <li>▪ Meat packer</li> <li>▪ Production labourer</li> </ul>
AMP20415 Certificate II in Meat Processing (Meat Retailing)	<ul style="list-style-type: none"> <li>▪ Meat retail assistant</li> <li>▪ Counter hand</li> </ul>
AMP30220 Certificate III in Meat Processing (Food Services)	<ul style="list-style-type: none"> <li>▪ Food services operator</li> <li>▪ Wholesale meat preparation</li> <li>▪ Poultry processor</li> </ul>
AMP30622 Certificate III in Meat Processing	<ul style="list-style-type: none"> <li>▪ Supervisor</li> <li>▪ Team Leader</li> <li>▪ Laboratory worker</li> <li>▪ Quality Assurance officer</li> </ul>
AMP31016 Certificate III in Meat Processing (Retail Butcher)	<ul style="list-style-type: none"> <li>▪ Retail butcher</li> </ul>
AMP31216 Certificate III in Meat Processing (Packing Operations)	<ul style="list-style-type: none"> <li>▪ Packing room supervisor</li> </ul>
AMP40222 Certificate IV in Meat Processing	<ul style="list-style-type: none"> <li>▪ Technical supervisor</li> <li>▪ Section manager</li> <li>▪ Quality Assurance manager</li> </ul>
AMP50221 Diploma of Meat Processing	<ul style="list-style-type: none"> <li>▪ Middle and senior meat retailing manager</li> </ul>

### Game Harvesting

Qualification	Typical occupational outcomes
AMP20117 Certificate II in Meat Processing (Food Services)	<ul style="list-style-type: none"> <li>▪ Food services worker</li> <li>▪ Wild game harvester</li> </ul>

### Poultry Processing

Qualification	Typical occupational outcomes
AMP20117 Certificate II in Meat Processing (Food Services)	<ul style="list-style-type: none"> <li>▪ Food services worker</li> <li>▪ Processor/packer</li> </ul>

<b>Qualification</b>	<b>Typical occupational outcomes</b>
	<ul style="list-style-type: none"> <li>▪ Meat packer</li> <li>▪ Production labourer</li> <li>▪ Poultry processor</li> </ul>
AMP30220 Certificate III in Meat Processing (Food Services)	<ul style="list-style-type: none"> <li>▪ Food services operator</li> <li>▪ Wholesale meat preparation</li> <li>▪ Poultry processor</li> </ul>
AMP30322 Certificate III in Meat Safety Inspection	<ul style="list-style-type: none"> <li>▪ Meat Inspector</li> </ul>
AMP30622 Certificate III in Meat Processing	<ul style="list-style-type: none"> <li>▪ Supervisor</li> <li>▪ Team Leader</li> <li>▪ Laboratory worker</li> <li>▪ Quality Assurance officer</li> </ul>
AMP30916 Certificate III in Meat Processing (Smallgoods - General)	<ul style="list-style-type: none"> <li>▪ Smallgoods maker</li> </ul>
AMP40222 Certificate IV in Meat Processing	<ul style="list-style-type: none"> <li>▪ Technical supervisor</li> <li>▪ Section manager</li> <li>▪ Quality Assurance manager</li> </ul>
AMP40522 Certificate IV in Meat Safety Inspection	<ul style="list-style-type: none"> <li>▪ Meat Inspector</li> </ul>
AMP60122 Advanced Diploma of Meat Processing	<ul style="list-style-type: none"> <li>▪ Middle and senior meat processing manager</li> </ul>
AMP80115 Graduate Certificate in Agribusiness	<ul style="list-style-type: none"> <li>▪ Senior meat processing manager</li> </ul>
AMP80215 Graduate Diploma in Agribusiness	<ul style="list-style-type: none"> <li>▪ Senior meat processing manager</li> </ul>

## Key features of training package of training pathways

A *pathway* is the route or course of action taken to get to a destination. A *training pathway* describes learning activities or experiences used to attain the competencies needed to achieve career goals.

### AQF Qualifications Pathways Policy Requirements

The AQF Qualifications Pathways Policy,<sup>22</sup> as part of the Australian Qualifications Framework, supports students' lifelong learning by aiming to:

- recognise the multiple pathways that students take to gain AQF qualifications, and that learning can be formal and informal
- enhance student progression into and between AQF qualifications, both horizontally (across AQF qualifications at the same level) and vertically (between qualifications at different levels).
- support the development of clear pathways in the design of qualifications.

### Multiple pathways to gain qualifications

In line with requirements of the *AQF Pathways Policy*, the *AMP Australian Meat Processing Training Package* allows for individuals to follow a training and assessment pathway, or recognition of prior learning (RPL) pathway (or combinations of each pathway) to complete the units of competency needed to be awarded a qualification. These pathways are shown in the following diagram.



### Pathways into different meat safety workplaces

Meat inspectors who hold one of the 'micro' units who want to transition to work in large domestic or export meat premises, will need to upgrade their qualifications to hold at least one species-specific unit with the 100 hour assessment requirement. This will involve being enrolled in the relevant unit with an RTO that has the relevant unit, or units, on their scope of registration. This scenario is the same for meat inspectors who hold just one species-specific 'Ante and post-mortem inspection' unit, who want to transition to work in plants that cover other species.

By way of example, an individual who holds one of the 'micro' units, or 'AMPMSY402 Perform ante and post-mortem inspection – Bovine', and who wants to work in a plant that processes sheep and goats, then the individual will need to be enrolled (and consequently assessed) for the unit 'AMPMSY401 Perform ante and post-mortem inspection - Ovine and Caprine'. If this is the first unit the individual has undertaken with the 100 hour requirement for assessment, then the 100 hour logbook must be completed. If the second unit also has the 100 hour requirement, then the hours can be reduced to 50 hours logged for assessment (see details in Assessment Requirements of units).

[More background information about what these micro units are and how they can be used is included on p48.](#)

<sup>22</sup> The AQF Qualifications Pathways Policy is available to download from the Australian Qualifications Framework website: < <https://www.aqf.edu.au/publication/aqf-qualifications-pathways-policy> >

## **Training and assessment pathway**

Training and assessment pathways usually incorporate a mix of formal, structured training and workplace experience to build skills and knowledge together with formative and summative assessment activities through which individuals can demonstrate their skills and knowledge. Structured training and assessment courses may be conducted:

- face-to-face
- by distance or e-learning
- in the workplace
- by combining face-to-face, distance, e-learning and/or workplace delivery.

## **Recognition for Prior Learning (RPL) pathway**

RPL acknowledges that individuals may already have the skills and knowledge required for all or part of a qualification. Individuals can gain credit towards a qualification by providing evidence of their current competency, which may have been gained through formal or informal learning, work experience or general life experience.

## **Australian apprenticeships/traineeships**

Apprenticeships and traineeships are legally binding training arrangements, between an employer and employee, which combine training with paid employment. Australian Apprenticeships are delivered through a cooperative arrangement between the Australian Government, state and territory governments, industry employers and RTOs. Each State or Territory Training Authority (STA/TTA) is responsible for apprenticeships and traineeships in its jurisdiction.<sup>23</sup>

Industry stakeholders consider that the qualifications listed below may be suitable for delivery as apprenticeships/traineeships. RTOs should contact relevant jurisdictional agencies to clarify available support for implementation of qualifications.

- AMP20117 Certificate II in Meat Processing (Food Services)
- AMP20316 Certificate II in Meat Processing (Abattoirs)
- AMP20415 Certificate II in Meat Processing (Meat Retailing)
- AMP30116 Certificate III in Meat Processing (Boning Room)
- AMP30220 Certificate III in Meat Processing (Food Services)
- AMP30322 Certificate III in Meat Safety Inspection
- AMP30421 Certificate III in Meat Processing (Rendering)
- AMP30516 Certificate III in Meat Processing (Slaughtering)
- AMP30622 Certificate III in Meat Processing

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<sup>23</sup> The Australian Apprenticeships website has information about traineeships and apprenticeships. Visit <[www.australianapprenticeships.gov.au](http://www.australianapprenticeships.gov.au)> for more information. STA contact details are provided in the Links section of this Implementation Guide.

- AMP30815 Certificate III in Meat Processing (Retail Butcher)
- AMP30916 Certificate III in Meat Processing (Smallgoods – General)
- AMP31016 Certificate III in Meat Processing (Smallgoods – Manufacture)
- AMP31116 Certificate III in Meat Processing (Livestock Handling)
- AMP31216 Certificate III in Meat Processing (Packing Operations)
- AMP40222 Certificate IV in Meat Processing
- AMP40522 Certificate IV in Meat Safety Inspection.

### **VET for secondary students**

Vocational Education and Training (VET) programs enable students to acquire workplace skills and knowledge while they are still at school. Successful completion of a VET program provides a student with a nationally recognised AQF qualification (or particular units of competency), usually as part of a senior secondary certificate. VET programs are packaged and delivered in various ways across Australia. The three main delivery arrangements used are:

- schools hold RTO status
- school sectoral bodies (such as Boards of Studies or regional offices) hold RTO status on behalf of a group of schools
- schools work in partnership with RTOs.

The qualifications listed below may be suitable for delivery to secondary students. Training package users are advised to contact the relevant STA/TTA for further advice.

- AMP20316 Certificate II in Meat Processing (Food Services)
- AMP20117 Certificate II in Meat Processing (Abattoirs)
- AMP20415 Certificate II in Meat Processing (Meat Retailing).

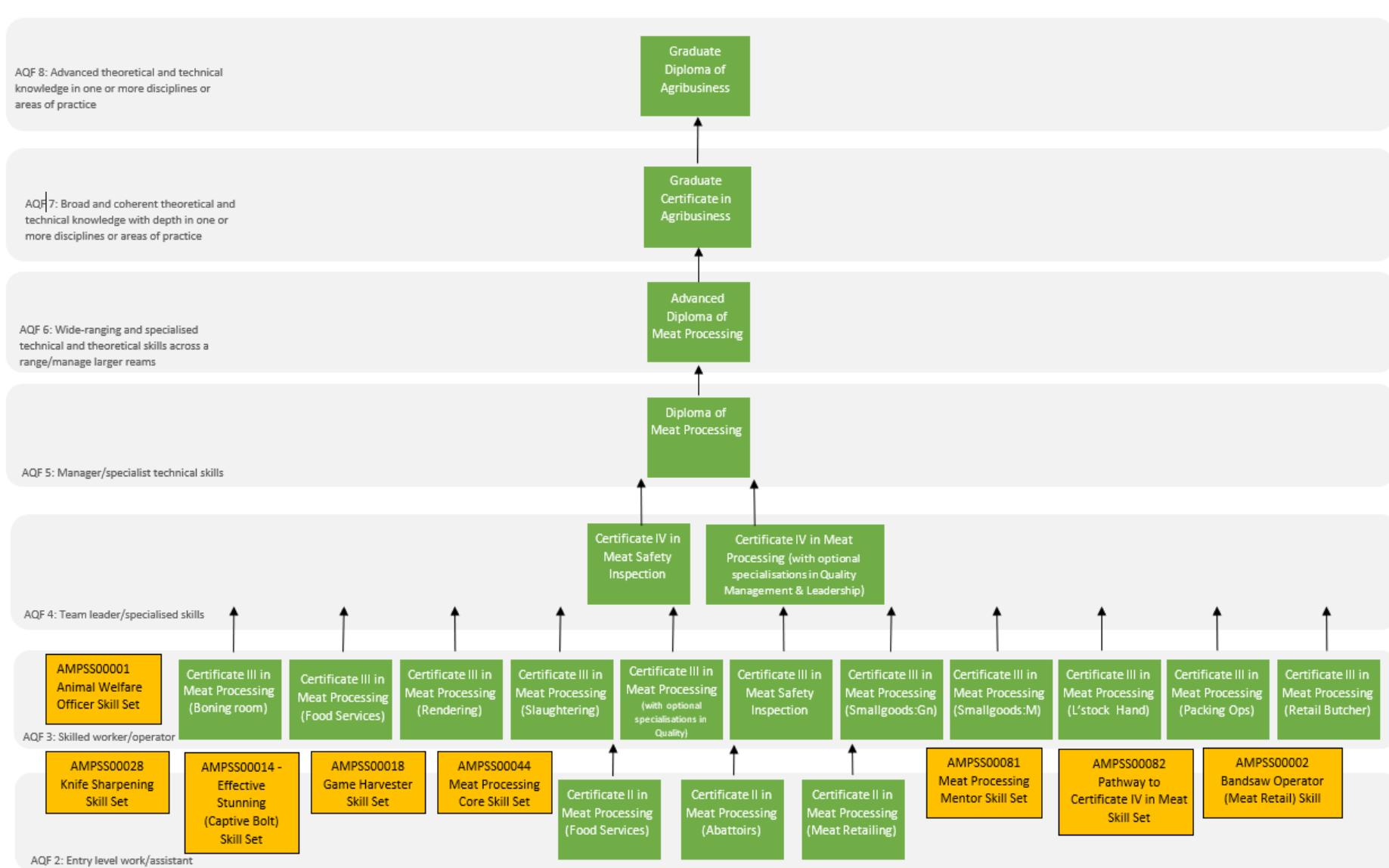
### **Progression between qualifications**

Qualifications have been designed to allow learners to progress into and between qualifications. The following diagram shows the various options for movement into and between qualifications in the *AMP Australian Meat Processing Training Package*.

Certificate level	Industry sector			
	Abattoirs	Smallgoods	Food services	Meat Retailing
<b>Certificate II</b>	AMP20316 Abattoirs		AMP20117 Food Services	AMP20415 Meat Retailing
<b>Certificate III</b>	AMP30116 Boning room	AMP30916 Smallgoods – General	AMP30216 Food Services	AMP30815 Retail Butcher
	AMP30322 Meat Safety Inspection	AMP31016 Smallgoods - Manufacture		

	AMP30421 Rendering			
	AMP30516 Slaughtering			
	AMP30622 Meat Processing			
	AMP30622 Meat Processing (Quality Assurance)			
	AMP31116 Livestock Handling			
	AMP31216 Packing Operations			
<b>Certificate IV</b>	AMP40222 Meat Processing (Leadership)	AMP40222 Meat Processing (Leadership)	AMP40222 Meat Processing (Leadership)	AMP40222 Meat Processing (Leadership)
	AMP40522 Meat Safety			
	AMP40222 Meat Processing (Quality Management)	AMP40222 Meat Processing (Quality Management)		
	AMP40222 Meat Processing	AMP40222 Meat Processing	AMP40222 Meat Processing	AMP40222 Meat Processing
<b>Diploma</b>	AMP50221 Meat Processing	AMP50221 Meat Processing	AMP50221 Meat Processing	AMP50221 Meat Processing
<b>Advanced Diploma</b>	AMP60122 Meat Processing	AMP60122 Meat Processing	AMP60122 Meat Processing	AMP60122 Meat Processing
<b>Graduate Certificate</b>	AMP80115 Agribusiness	AMP80115 Agribusiness	AMP80115 Agribusiness	AMP80115 Agribusiness
<b>Graduate Diploma</b>	AMP80215 Agribusiness	AMP80215 Agribusiness	AMP80215 Agribusiness	AMP80215 Agribusiness

No national credit arrangements between AMP qualifications and Higher Education exist at this time.



## Entry requirements for qualifications

Any specific entry requirement for qualifications in the *AMP Australian Processing Training Package* are included in each qualification. These entry requirements ensure an individual has the skills and knowledge required to undertake the qualification. The following qualifications in the *AMP Australian Meat Processing Training Package* have entry requirements:

- AMP31216 Certificate III in Meat Processing (Packing Operations)
- AMP50221 Diploma of Meat Processing
- AMP60122 Advanced Diploma of Meat Processing
- AMP80115 Graduate Certificate in Agribusiness
- AMP89215 Graduate Diploma of Agribusiness

### **AMP31216 Certificate III in Meat Processing (Packing Operations)**

The Certificate III has been designed for highly skilled workers in a packing room of a meat processing operation and who want to develop the skills and knowledge for team leaders. Team leaders have responsibility for a group of people, for the smooth, safe and efficient running of the packing process and are frequently called upon to train new recruits or to implement new processes or customer specifications. As such, it requires 18 units to complete and includes the following entry requirements:

The following units, or their equivalents, must be completed before starting this qualification:

- AMPA2068 Inspect meat for defects
- AMPA2070 Identify cuts and specifications
- AMPA2071 Pack meat product.

Individuals who do not meet the entry requirements would be unlikely to succeed in the qualification or have sufficient practical meat processing packaging room experience and expertise to be employed in the roles the qualification targets as team leaders.

### **AMP50221 Diploma of Meat Processing**

The qualification reflects the role of individuals who apply knowledge, practical skills and experience in team leadership and/or management roles across operational, functional, technical and business meat industry contexts to process meat and produce meat products for domestic and export markets. As such, it requires 6 units to complete and includes the following entry requirements:

Entry into this qualification is open to an individual who can demonstrate the skills and knowledge and to:

- have completed the following units of competency prior to commencement of this qualification:
  - AMPCOR401 Manage own work performance
  - AMPCOR402 Facilitate Quality Assurance process
  - AMPCOR403 Participate in workplace health and safety risk control process
  - AMPCOR404 Facilitate hygiene and sanitation performance

Or

- may have acquired the skills and knowledge through industry experience or through the completion of a Certificate IV Meat Processing qualification or equivalent.

It is the RTO's responsibility to ensure these entry requirements are in place before the candidate is enrolled. Acceptable forms of evidence for these requirements would include:

- transcript of qualification
- job descriptions
- performance reviews

- letters from employer
- references
- policies and procedures written by the candidate
- testimonials
- evidence of leadership
- evidence of professional development activity.

Individuals who do not meet the entry requirements would be unlikely to succeed in the qualification or have sufficient practical experience and expertise to be employed in the roles of management and/or team leadership the qualification targets.

### **AMP60122 Advanced Diploma of Meat Processing**

The qualification reflects the role of individuals who are in middle to senior management positions with responsibility for strategic leadership and management of significant areas or departments in meat enterprises that process meat and produce meat products for domestic and export markets. As such, it requires 6 units to complete and includes the following entry requirements:

Prior to commencing this qualification an individual must:

- have completed the following units of competency:
  - AMPLDR404 Manage own work performance and development
  - AMPQUA401 Support food safety and quality programs
  - AMPQUA402 Maintain good manufacturing practice in meat processing
  - AMPWHS401 Monitor workplace health and safety processes

Or

- have equivalent skills and knowledge acquired through industry experience or through the completion of a Certificate IV Meat Processing qualification or equivalent.

It is the RTO's responsibility to ensure these entry requirements are in place before the candidate is enrolled. Acceptable forms of evidence for these requirements would include:

- transcript of qualification
- job descriptions
- performance reviews
- letters from employer
- references
- policies and procedures written by the candidate
- testimonials
- evidence of leadership
- evidence of professional development activity.

Individuals who do not meet the entry requirements would be unlikely to succeed in the qualification or have sufficient practical experience and expertise for strategic leadership and management to be employed in middle to senior management the qualification targets.

### **AMP80115 Graduate Certificate in Agribusiness**

This qualification builds on substantial specialised knowledge and skills to the managerial role in an organisation or business area. Without this knowledge and experience the prospective student would not have sufficient understanding of the complexities of the industry to make significant high-level independent judgements in major planning, research, design, operational, compliance and management functions within highly varied or specialised agribusiness contexts. As such, it requires 4 units to complete and includes the following entry requirements:

Individuals must enter the qualification through one of the following entry points which demonstrate their potential to undertake study at graduate level:

- an Advanced Diploma or Diploma qualification relevant to an Agrifood industry
- relevant extensive vocational experience in middle management in an Agrifood industry at a skill level commensurate with the AQF level 6 attributes and criteria
- higher education qualification (e.g. Bachelor Degree), with relevant experience in an Agrifood industry.

### **AMP80215 Graduate Diploma of Agribusiness**

This qualification builds on substantial specialised knowledge and skills to the senior managerial and leadership role in an organisation or business area. Without this knowledge and experience the prospective student would not have sufficient understanding of the complexities of the industry to generate and evaluate complex ideas, and to initiate, design and execute the major planning, research, design, operational, compliance and management functions within highly varied or specialised agribusiness contexts. As such, it requires 8 units to complete and includes the following entry requirements:

Candidates must enter the qualification through one of the following entry points which demonstrate their potential to undertake study at graduate level:

- an Advanced Diploma or Diploma qualification relevant to an Agrifood industry
- relevant extensive vocational experience in middle management in an Agrifood industry at a skill level commensurate with the AQF level 6 attributes and criteria
- higher education qualification (e.g. Bachelor Degree), with relevant vocational experience in an Agrifood industry.

The process of producing evidence for the requirements into any of these qualifications should not be onerous. The final judgement about who makes a suitable and appropriate candidate for these qualifications is up to appropriately qualified RTO staff member/s and should be based on the accepted Principles of Assessment and the Rules of Evidence.

Qualifications include elective units that should be selected according to the needs of the learner. The choice of elective units may be negotiated between the learner and/or employer, and the RTO conducting the training program.

Some qualifications allow electives to be selected from within the training package, and also from other training packages and accredited courses. Wherever they are selected from, elective units should provide a vocational focus for the qualification and be relevant to the:

- AQF qualification level
- job role
- work outcomes
- local industry needs
- area of specialisation (if required).

### **AMPSS00082 Pathway to Certificate IV in Meat Skill Set**

This skill set was created as a pathway for people outside of the meat industry to complete before they enter into Certificate IV qualifications, particularly for the AMP40522 Certificate IV in Meat Safety Inspection.

## Choosing electives

Electives must be chosen to ensure the integrity and occupational outcomes of the qualification. In almost all qualifications, the packaging rules will have been deliberately written to prevent an RTO from delivering a qualification totally comprised of 'easy options'. For example, to make the delivery of the qualification easier at the expense of disregarding the occupational outcomes required by the job role, workplace requirements and industry practices.

Where the packaging rules might make this possible, the RTO must structure the electives to ensure the integrity of the qualification is not compromised, and will deliver to the individual the outcomes required by the workplace and job role, not make it easier for the RTO to deliver and assess. For example, it has been identified that packaging rules for the *AMP30516 Certificate III in Meat Processing (Slaughtering)* may make it possible to select very similar units but for different species in order to compromise the overall integrity of the qualification. The qualification is not limited to a single species in order to enable broad usage; however, care should be taken if selecting units covering more than one species so that the qualification continues to meet the occupational outcomes and not to just create an 'easy' qualification to deliver and assess.

### Units not to be delivered in the same qualification

The updated qualifications include some units that include similar skills and knowledge but cover work in different contexts. These units should not be delivered in the same qualification:

Unit of competency	Must not be delivered in the same qualification with: (and vice versa)
AMPABA303 Use standard product descriptions – sheep and goats	AMPQUA413 Specify sheep product using AUS-MEAT language
AMPABA304 Use standard product descriptions – beef	AMPQUA412 Specify beef product using AUS-MEAT language
AMPABA305 Use standard product descriptions – pork	AMPQUA422 Specify pork product using AUS-MEAT language

### Elective choices in the AMP40522 Certificate IV in Meat Safety Inspection

The packaging rules for the AMP40522 Certificate IV in Meat Safety Inspection include the following:

The electives are to be chosen as follows:

- at least 1 unit from Group A
- up to 2 units from Group B or from this or any other endorsed training package or accredited course. Elective units must ensure the integrity of the qualification's Australian Qualification Framework (AQF) alignment and contribute to a valid, industry-supported vocational outcome. Of the 3 electives chosen, only one may be completed through a Recognition process.

The requirement for at least two of the electives not to be completed through a Recognition process ensures that those who have completed a *AMP30322 Certificate III in Meat Safety Inspection*, would then complete different units to achieve the *AMP40522 Certificate IV in Meat Safety Inspection* qualification. This helps to distinguish the qualifications from each other and also ensures that any funding utilised for delivery does not double up with the Certificate III.

RTOs should ensure that the elective units chosen for the *AMP4022 Certificate IV in Meat Safety Inspection*, broaden the skills and knowledge base of learners, and also support the overall AQF alignment of the qualification. Choosing any of the units from Group A or Group B that are coded at AQF4 would fulfil that requirement.

### **Mandatory requirements for specialisations**

Some qualifications in the *AMP Australian Meat Processing Training Package* have been designed to allow specialisations. The area of specialisation can be included on a testamur to certify attainment of an AQF qualification as shown in the following example:

This is to certify that  
John Smith  
has fulfilled the requirements for  
AMP Certificate III in Meat Processing (Quality)

## Choosing electives for specialisations

AMP Australian Meat Processing Training Package V8.0 qualifications with specialisations		
Qualification	Specialisation	Mandatory elective choices
AMP30622 Certificate III in Meat Processing	Quality	<p>At least 5 Group A elective units:</p> <ul style="list-style-type: none"> <li>▪ AMPABA303 Use standard product descriptions – sheep and goats</li> <li>▪ AMPABA304 Use standard product descriptions – beef</li> <li>▪ AMPQUA304 Perform carcase Meat Hygiene Assessment</li> <li>▪ AMPQUA305 Perform process monitoring for Meat Hygiene Assessment</li> <li>▪ AMPQUA306 Perform boning room Meat Hygiene Assessment</li> <li>▪ AMPQUA307 Perform offal Meat Hygiene Assessment</li> <li>▪ AMPQUA308 Grade beef carcases using MSA standards</li> <li>▪ AMPQUA309 Perform manual chemical lean testing</li> <li>▪ AMPQUA313 Perform pre-operations hygiene assessment</li> <li>▪ AMPQUA312 Assess meat product in chillers</li> <li>▪ FBPFSY3005 Control contaminants and allergens in food processing</li> <li>▪ FBPPPL3005 Participate in audit process</li> </ul>
AMP40222 Certificate IV in Meat Processing	Leadership	<p>At least 6 Group A elective units:</p> <ul style="list-style-type: none"> <li>▪ AMPLDR402 Supervise new recruits</li> <li>▪ AMPLDR404 Manage own work performance and development</li> <li>▪ AMPLDR405 Oversee export requirements</li> <li>▪ AMPLDR406 Foster a learning culture in a meat processing workplace</li> <li>▪ BSBCMM412 Lead difficult conversations</li> <li>▪ BSBCUS402 Address customer needs</li> <li>▪ BSBHRM413 Support the learning and development of teams and individuals</li> <li>▪ BSBHRM415 Coordinate recruitment and onboarding</li> </ul>

	<ul style="list-style-type: none"> <li>▪ BSBINS402 Implement workplace information system</li> <li>▪ BSBLDR411 Demonstrate leadership in the workplace</li> <li>▪ BSBLDR412 Communicate effectively as a workplace leader</li> <li>▪ BSBLDR414 Lead team effectiveness</li> <li>▪ BSBLDR521 Lead the development of diverse workforces</li> <li>▪ BSBOPS402 Coordinate business operational plans</li> <li>▪ BSBOPS404 Implement customer service strategies</li> <li>▪ BSBPEF402 Develop personal work priorities</li> <li>▪ BSBPMG423 Apply project cost management techniques</li> <li>▪ BSBSTR402 Implement continuous improvement</li> <li>▪ BSBXCM401 Apply communication strategies in the workplace</li> <li>▪ FBPPPL4007 Manage internal audits</li> <li>▪ MSS405013 Facilitate holistic culture improvement in an organisation</li> <li>▪ SIRRRTF002 Monitor retail store financials</li> </ul>
	<p>Quality Management</p> <p>At least 6 Group B elective units:</p> <ul style="list-style-type: none"> <li>▪ AMPAUD401 Conduct an animal welfare audit of a meat processing premises</li> <li>▪ AMPLSK401 Oversee humane handling of animals</li> <li>▪ AMPMGT515 Develop and implement a TACCP and VACCP plan</li> <li>▪ AMPQUA316 Collect and prepare standard samples</li> <li>▪ AMPQUA403 Utilise refrigeration index</li> <li>▪ AMPQUA404 Maintain a Meat Hygiene Assessment program</li> <li>▪ AMPQUA405 Oversee compliance with Australian Standards for meat processing</li> <li>▪ AMPQUA406 Apply meat science</li> <li>▪ AMPQUA407 Conduct and validate pH/temperature declines to MSA standards</li> </ul>

	<ul style="list-style-type: none"> <li>▪ AMPQUA410 Manage the collection, monitoring and interpretation of animal health data</li> <li>▪ AMPQUA411 Calculate carcase yield in a boning room</li> <li>▪ AMPQUA412 Specify beef product using AUS-MEAT language</li> <li>▪ AMPQUA413 Specify sheep product using AUS-MEAT language</li> <li>▪ AMPQUA414 Coordinate a product recall</li> <li>▪ AMPQUA415 Undertake chiller assessment to AUS-MEAT requirements</li> <li>▪ AMPQUA416 Conduct an internal audit of a documented program</li> <li>▪ AMPQUA417 Establish sampling program</li> <li>▪ AMPQUA418 Conduct a document review</li> <li>▪ AMPQUA422 Specify pork product using AUS-MEAT language</li> <li>▪ AMPQUA423 Participate in the ongoing development and implementation of a HACCP and QA system</li> <li>▪ AMPX431 Oversee meat processing establishment's Halal compliance</li> <li>▪ FBPAUD4004 Identify, evaluate and control food safety hazards,</li> <li>▪ FBPFST4004 Perform microbiological procedures in the food industry</li> <li>▪ FBPFSY3005 Control contaminants and allergens in food processing</li> <li>▪ FBPFSY4005 Conduct a traceability exercise</li> <li>▪ FBPOPR4001 Apply principles of statistical process control</li> </ul>
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## Training package delivery and assessment

RTOs must ensure that both training and assessment complies with the relevant standards<sup>24</sup>. In general terms, training and assessment must be conducted by individuals who:

- have the necessary training and assessment competencies
- have the relevant vocational competencies at least to the level being delivered or assessed
- can demonstrate current industry skills directly relevant to the training/assessment being delivered
- continue to develop their VET knowledge and skills, industry currency and trainer/assessor competence.

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Assessors of some units of competency may have to meet requirements in addition to those of the *Standards for Registered Training Organisations (RTOs) 2015/AQTF* requirements for assessors.

Check the *Assessment Conditions* section (provided in the assessment requirements that accompany each unit of competency) for specific assessor requirements.

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Some specific considerations in relation to the *AMP Australian Meat Processing Training Package* are included below.

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<sup>24</sup> RTOs regulated by Australian Skills Quality Authority (ASQA) must comply with the *Standards for Registered Training Organisations (RTOs) 2015*. RTOs regulated by the Western Australian Training Accreditation Council (WA TAC) or the Victorian Registration and Qualifications Authority (VRQA) must check with their regulator for current requirements.

## **Amount of training and volume of learning**

RTOs must create a training and assessment strategy for delivery of AQF qualifications that reflects the complexity required of that qualification. An essential consideration in the training and assessment strategy is to ensure the amount of training provided is sufficient so that the learner can:

- meet the requirements of each qualification
- gain the skills and knowledge specified in the units of competency.

The amount of training involves all the formal learning activities provided to a learner, for example, classes, tutorials, fieldwork, lectures, online or self-paced study, as well as workplace learning.

Training should take into account the need to allow learners to reflect on and absorb the knowledge, to practise the skills in different contexts and to learn to apply the skills and knowledge in the varied environments that the 'real world' offers before being assessed.

AQF qualifications differ in terms of their complexity. The complexity of a qualification is defined by:

- the breadth and depth of the knowledge
- skills required
- application of knowledge and skills, and
- the AQF volume of learning.

The AQF volume of learning describes how long a learner, without any competencies identified in the qualification, would normally take to develop all the required skills and knowledge at that qualification level. The volume of learning includes all teaching, learning and assessment activities that are undertaken by the typical student to achieve the learning outcomes of the particular qualification.<sup>25</sup>

## **Access and equity considerations**

An RTO's training and assessment practices should minimise any barriers to training and assessment by considering the individual needs of learners. Some needs that could affect an individual's participation in training and assessment include:

- age
- gender
- cultural or ethnic background
- disability
- sexuality
- language, literacy or numeracy skills
- employment status
- geographical location.

While the design and content of this training package supports equitable access and progression for all learners, it is the responsibility of the RTO delivering and assessing qualifications to:

- ensure that training and assessment processes and methods do not disadvantage individuals
- determine the needs of individuals and provide access to any educational and support services necessary.

Some practical ways that access and equity issues could be addressed include:

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<sup>25</sup> Information sourced from Australian Government, ASQA, *Users' guide to Standards for RTOs 2015*, <<https://www.asqa.gov.au/standards/training-assessment/clauses-1.1-to-1.4-2.2#what-clauses-1-1-to-1-4-and-2-2-mean-for-your-rto>> viewed June 2021:

- modifying assessment processes for learners located at a distance from a campus location
- checking that materials are culturally appropriate for learners and amending, as necessary
- making sure that activities and assessments are suitable for the language, literacy and numeracy skill levels of learners (while meeting the requirements of the unit of competency).

### **Reasonable adjustment for learners with disabilities**

A legislative framework underpins and supports the delivery of vocational education and training across Australia. Under this framework, RTOs must take steps to provide enrolled learners with recognised disabilities access to the same training as learners without disabilities.

In some cases, 'reasonable adjustments' are made to the training environment, training delivery, learning resources and/or assessment tasks to meet the needs of a learner with a disability. An adjustment is 'reasonable' if it can accommodate the learner's particular needs, while also taking into account factors such as:

- the views of the learner
- the potential effects of the adjustment on the learner and others
- the costs and benefits of making the adjustment to the RTO.

Adjustments must:

- be discussed and agreed to by the learner with a disability
- benefit the learner with a disability
- maintain the competency standards
- be reasonable to expect in a workplace.<sup>26</sup>

### **Foundation skills in units of competency**

Foundation skills are the 'non-technical skills' that individuals need so they can participate effectively in workplaces, in education and training, and in their communities.

Under the *Standards for Training Packages 2012*, training package developers must include foundation skills in units of competency, however, the method and format for doing this has not been prescribed.

In the *AMP Australian Meat Processing Training Package* (and all training packages developed by Skills Impact) the foundation skills are shown in a table format as shown in the following example:

<b>Foundation Skills</b>	
This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.	
<b>Skill</b>	<b>Description</b>
Reading	<ul style="list-style-type: none"> <li>▪ Interpret and comprehend standard operating procedures for marinade injecting process</li> </ul>
Writing	<ul style="list-style-type: none"> <li>▪ Complete records according to workplace guideline</li> </ul>
Oral communication	<ul style="list-style-type: none"> <li>▪ Use clear language in conversations with a range of personnel to convey and elicit information about health maintenance</li> </ul>

<sup>26</sup> The *Disability Standards for Education, 2005* and accompanying guidance notes can be downloaded at <<http://education.gov.au/disability-standards-education>>.

## Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Numeracy	<ul style="list-style-type: none"> <li>Monitor marinade level and temperature</li> </ul>

## Frameworks used

The foundation skills are derived from two national frameworks:

- The *Australian Core Skills Framework* (ACSF) is used to identify learning, language, literacy and numeracy (LLN) skills.
- The *Core Skills for Work Developmental Framework* (CSfW) is used to identify employability/employment skills.

The skills included in these two frameworks are summarised in the table below.

ACSF	CSfW	
Skills	Skills clusters	Skills or focus area
<ul style="list-style-type: none"> <li>Learning</li> <li>Reading</li> <li>Writing</li> <li>Oral Communication</li> <li>Numeracy</li> </ul>	Navigate the world of work	<ul style="list-style-type: none"> <li>Managing one's own career and work life</li> <li>Understanding one's own work role, and the associated rights and obligations</li> </ul>
	Interact with others	<ul style="list-style-type: none"> <li>Communicating in the workplace</li> <li>Connecting and working with others</li> <li>Recognising, respecting and using diverse perspectives</li> </ul>
	Get the work done	<ul style="list-style-type: none"> <li>Planning and organising workplace tasks</li> <li>Making decisions</li> <li>Identifying and solving problems</li> <li>Being creative and innovative</li> <li>Working with digital systems/technologies</li> </ul>

The five skills from the ACSF are identified separately with descriptions explaining how the skill underpins the performance criteria. The three skill clusters from the CSfW are identified with descriptions explaining how the respective skill or focus area(s) underpin the performance criteria.

The foundation skills table in each unit:

- identifies applicable underpinning skills
- describes the application of each skill in the context of the performance criteria.

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Only those foundation skills that **ARE NOT** explicit in the performance criteria appear in the foundation skills mapping table.

The foundation skills are an integrated part of the unit for training and assessment purposes. Therefore, it is important that users look closely at both the foundation skills and the performance criteria, to make sure that **all** foundation skills are considered during delivery and assessment.

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The revised units of competency have content added to the Foundation Skills field of the unit. The skills identified connect to the Australian Core Skills Framework, covering:

- Learning
- Reading
- Writing
- Oral communication
- Numeracy.

Not all units include all of these skills. The intent of the information in this field is to pick up on the foundation skills that are not explicit in the Performance Criteria of the units, highlighting that the skill is important to carrying out the overall job task described in the unit of competency.

For example, in the unit *AMPQUA411 Calculate carcase yield in a boning room*, the following skills are noted in the foundation skills field.

## Foundation Skills

*This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.*

Skill	Description
Reading	<ul style="list-style-type: none"><li>• Interpret workplace procedures and legislative responsibilities</li></ul>
Writing	<ul style="list-style-type: none"><li>• Record weights using digital and/or paper-based formats</li></ul>
Numeracy	<ul style="list-style-type: none"><li>• Carry out calculations to identify yields, including percentages (%)</li><li>• Weigh cuts of meat (g, kg)</li><li>• Calculate actual and expected carcase yields</li></ul>

The skills noted in the table must be addressed as part of the training for this unit, in the context of the job task. There is no industry requirement for these skills to be separately assessed, unless specifically noted in the Assessment Requirements for the unit.

For further information about the Australian Core Skills Framework, go to:

<https://www.dewr.gov.au/skills-information-training-providers/australian-core-skills-framework> .

## Units covering work in 'micro' meat processing premises

Release 8.0 of the *AMP Australian Meat Processing Training Package* includes two new units that cover meat safety inspection in 'micro meat processing premises':

*AMPMSY414 Conduct ante and post-mortem inspection in micro meat processing premises*

*AMPMSY415 Conduct post-mortem inspection in micro meat processing premises – Wild game.*

For the purposes of training and assessment, a 'micro meat processing premises' is defined as:

- operating fewer than four days a week with a small throughput for one or more species, or
- employing fewer than four workers on the processing floor.

A micro meat processing establishment is a premise where the business owner has direct oversight of all processing activities conducted on-site.

Unlike other 'Ante and post-mortem inspection' units, these units do not require the completion of the 100 hours of performance evidence for assessment. These units have been developed because the 100 hours is very difficult to achieve in some micro meat processing premises, and these units provide a training and assessment solution for some premises.

This unit must only be selected for workers in micro meat processing premises when 100 hours of performance evidence for assessment is unachievable within a reasonable timeframe. It must only be selected for training and assessment in states/territories where the controlling food safety authority deems it is appropriate.

The micro units must not be co-delivered with an 'Ante and post-mortem inspection' unit that requires 100 hours of performance evidence.

Users must note that the new 'micro' units **will not satisfy the regulatory requirements for meat inspection work in export premises or larger domestic premises**, where individuals must hold at least one species-specific 'Ante and post-mortem inspection' unit that includes 100 hours of logged performance for assessment.

State and territory regulators are aware that the micro units have been developed and will determine if they are appropriate for meat safety inspection in very small plants within their jurisdictions, so users must check with their local authority before delivery.

Employers and regulators will be able to check whether individuals have completed units that include the 100 hours of performance evidence by checking the individual's 'Statement of attainment' (the certificates that individuals receive at the end of their training) to see which units have been completed. The table below lists the meat safety inspection units and notes which units include the 100 hours for assessment.

<b>Unit code</b>	<b>Unit title</b>	<b>Unit requires 100 hours of performance for assessment?</b>
AMPMSY401	Perform ante and post-mortem inspection - Ovine and Caprine	Yes
AMPMSY402	Perform ante and post-mortem inspection - Bovine	Yes
AMPMSY403	Perform ante and post-mortem inspection - Porcine	Yes
AMPMSY404	Perform ante and post-mortem inspection - Poultry	Yes
AMPMSY405	Perform ante and post-mortem inspection - Ratites	Yes
AMPMSY406	Perform ante and post-mortem inspection - Camels	Yes
AMPMSY407	Perform post-mortem inspection - Wild game	Yes
AMPMSY408	Perform ante and post-mortem inspection - Rabbits	Yes
AMPMSY409	Perform ante and post-mortem inspection - Deer	Yes
AMPMSY410	Perform ante and post-mortem inspection - Equine	Yes
AMPMSY411	Perform ante and post-mortem inspection - Alpacas or Llamas	Yes
AMPMSY412	Perform ante and post-mortem inspection - Calves	Yes
AMPMSY414	Conduct ante and post-mortem inspection in micro meat processing premises	No
AMPMSY415	Conduct post-mortem inspection in micro meat processing premises - Wild game	No
AMPMSY303	Conduct ante-mortem inspection and make disposition	No

Note that the units with titles that begin with 'Perform...' require the 100 hours of Performance Evidence, whereas the units with titles that begin with 'Conduct...' do **NOT** include the 100 hours.

As stated above, the logbook of 100 hours of performance is just one form of evidence that must be produced for assessment for most meat safety inspection units. As with all units, there must also be evidence of the assessment of knowledge to address the dot points listed in the 'Knowledge Evidence' field of the Assessment Requirements. There must also be three forms of evidence for the assessment.

## Assessment methods

A variety of assessment methods are recommended for use with the *AMP Australian Meat Processing Training Package*.

### Principles of Assessment

Assessment must demonstrate:

<b>Fairness</b>	<p>The individual learner's needs are considered in the assessment process. Where appropriate, reasonable adjustments are applied by the RTO to take into account the individual learner's needs. The RTO informs the learner about the assessment process and provides the learner with the opportunity to challenge the result of the assessment and be reassessed if necessary.</p>
<b>Flexibility</b>	<p>Assessment is flexible to the individual learner by:</p> <ul style="list-style-type: none"><li>▪ reflecting the learner's needs;<ul style="list-style-type: none"><li>○ assessing competencies held by the learner no matter how or where they have been acquired; and</li><li>○ drawing from a range of assessment methods and using those that are appropriate to the context, the unit of competency and associated assessment requirements, and the individual.</li></ul></li></ul>
<b>Validity</b>	<p>Any assessment decision of the RTO is justified, based on the evidence of performance of the individual learner.</p> <p>Validity requires:</p> <ul style="list-style-type: none"><li>▪ assessment against the unit/s of competency and the associated assessment requirements covers the broad range of skills and knowledge that are essential to competent performance;</li><li>○ assessment of knowledge and skills is integrated with their practical application;</li><li>○ assessment to be based on evidence that demonstrates that a learner could demonstrate these skills and knowledge in other similar situations; and</li><li>○ judgement of competence is based on evidence of learner performance that is aligned to the unit/s of competency and associated assessment requirements.</li></ul>
<b>Reliability</b>	<p>Evidence presented for assessment is consistently interpreted and assessment results are comparable irrespective of the assessor conducting the assessment.</p>

*From page 14, Standards for Registered Training Organisations (RTOs) 2015*

## Rules of evidence

Assessment must demonstrate the following:

<b>Validity</b>	The assessor is assured that the learner has the skills, knowledge and attributes as described in the module or unit of competency and associated assessment requirements.
<b>Sufficiency</b>	The assessor is assured that the quality, quantity and relevance of the assessment evidence enables a judgement to be made of a learner's competency.
<b>Authenticity</b>	The assessor is assured that the evidence presented for assessment is the learner's own work.
<b>Currency</b>	The assessor is assured that the assessment evidence demonstrates current competency. This requires the assessment evidence to be from the present or the very recent past.

*From page 15, Standards for Registered Training Organisations (RTOs) 2015*

## Assessment methods and evidence

Most of the updated Assessment Conditions still specify that:

'Assessment for this unit must include at least three forms of evidence.'

This is included to promote good practice assessment processes.

Assessment methods that are appropriate for assessing skills and knowledge included in AMP units are noted in the tabled below, along with the types of evidence the method generates.

<b>Assessment of:</b>	<b>Assessment method:</b>	<b>Evidence for this method:</b>
Performance Evidence	Observation of practical skills (face to face or using online, real-time technology)	<ul style="list-style-type: none"> <li>▪ Observation checklist (paper-based or digital)</li> <li>▪ Logbook/third party referee report signed off by a suitably qualified supervisor (see below)</li> <li>▪ Video recording of performance</li> <li>▪ Photographs of performance</li> </ul>
Performance Evidence Knowledge Evidence	Oral questioning (of knowledge and contingencies)	<ul style="list-style-type: none"> <li>▪ Paper-based or digital written record of responses</li> <li>▪ Voice recording</li> </ul>
Knowledge Evidence	Written questions (quiz, short answer, multiple choice, open or closed-book exam) – paper-based or online	<ul style="list-style-type: none"> <li>▪ Written responses (paper-based or digital)</li> </ul>
Knowledge Evidence	Project or assignment with clear guidelines about content that must be included	<ul style="list-style-type: none"> <li>▪ Paper-based or digital (and possibly graphic) written responses</li> </ul>
Performance Evidence (depending on the unit) Knowledge Evidence	Oral presentation	<ul style="list-style-type: none"> <li>▪ Video recording</li> <li>▪ Observation checklist (paper-based or digital)</li> <li>▪ Presentation aids (e.g. audio/visual presentations or supporting handouts)</li> </ul>

For further information about developing or contextualising assessment tools that meet the requirements of the Standards for RTOs, go to <https://www.asqa.gov.au/resources/guides/guide-developing-assessment-tools>.

MINTRAC also have a range of assessment tools available for purchase. Go to <https://www.mintrac.com.au>.

### **Assessment of Meat Safety (MSY) units**

The Meat Safety (MSY) units include some requirements for assessment that are not included in other units.

The requirement to keep a logbook record of 100 hours of post-mortem work is included in most of the 'Ante and post-mortem inspection' units, except for those based in a micro meat processing premises (see [Preparing for mandatory workplace requirements](#)). This requirement ensures that individuals complete post-mortem inspections on the chain in a real workplace for assessment, and importantly, it helps to reassure international auditors that the Australian qualification for meat safety inspectors in Australian meat export plants is equivalent to the qualifications of inspectors in the countries to which Australia exports meat.

The 100 diarised or logged hours of post-mortem inspection practice on the chain, (including the number of livestock/carcases inspected and conditions detected) must be carried out under the supervision of, and verified by, a qualified meat inspector or a suitably qualified supervisor.

The RTO assessor does not need to be onsite for the whole 100 hours but should validate the evidence (in this case the logbook) to be satisfied that the content is valid, sufficient, authentic and current.

### **Who is a 'suitably qualified supervisor' for ante and post-mortem units?**

Units previously included the requirement for assessment diaries or log books to be signed off by a 'meat inspector or on-plant veterinarian'. The feedback received through Draft 1 of the Training Package Review incorporated several comments to say that on-plant vets were often reluctant to be involved in signing off individuals' diaries. So, the requirement has been expanded to include those who are 'suitably' qualified.

The Assessment Conditions of these units state:

'A suitably qualified supervisor must hold the *AMP Perform ante and post-mortem inspection* unit for the species being supervised or have equivalent and current skills and knowledge.'

This may include those who work as livestock managers, animal welfare managers, quality managers, veterinarians or in small processing premises, it may be the owner of the meat processing premises.

Note that the logbook is just one form of evidence that must be produced for assessment for the meat safety units. As with all units, there must also be evidence of the assessment of knowledge to address the dot points listed in the 'Knowledge Evidence' field of the Assessment Requirements.

### **Assessing AMPMSY301 Apply food animal anatomy and physiology to inspection**

Industry strongly recommends that best practice assessment method to address the Knowledge Evidence in the unit *AMPMSY301 Apply food animal anatomy and physiology to inspection processes* would be a closed book 'exam' or written assessment to assess the individual's knowledge of the ante and post-mortem processes and the anatomy, physiology, diseases, parasites and conditions relevant to the species. It's imperative that individuals have a sound grasp on the knowledge specified in the unit to be able to perform accurate inspections on the chain in a processing premises.

## Overlapping content to be assessed

In some units there is overlapping knowledge evidence that needs to be assessed, for example most 'Ante and post-mortem inspection' units include the following dot point in the Knowledge Evidence:

- 'anatomy and physiology of bovine food animal, including skeletal structure, organs, circulatory, digestive, urinary, nervous and respiratory systems.'

This dot point overlaps with content included in the unit *AMPMSY301 Apply food animal anatomy and physiology to inspection processes*. It is included in the 'Ante and post-mortem inspection' units to cover the situation where an individual might be picking up an extra species-specific unit, possibly at a later time from when an original 'Ante and post-mortem inspection' unit was completed.

If *AMPMSY301 Apply food animal anatomy and physiology to inspection processes* is delivered at the same time as the 'Ante and post-mortem inspection' unit, then the content can be assessed at the same time using the same assessment tasks.

The unit *AMPMSY402 Perform ante and post-mortem inspection – Bovine* may include inspecting calves, but if only calves are being inspected then the unit *AMPMSY4012 Perform ante and post-mortem inspection – Calves* should be used. These two units can be delivered in the same qualification.

## Co-assessment for AMPWHS201 Sharpen and handle knives safely

The unit *AMPWHS201 Sharpen and handle knives safely* has an assessment condition that requires the Performance Evidence for the unit to be co-assessed with a meat processing unit that requires the use of a knife. This requirement has been added to ensure that the individual can maintain a sharp knife during the actual processing of meat. Example units for co-assessment would include units such as an 'Ante and post-mortem inspection' unit, a boning unit, or a slicing unit – any unit that requires the use of a sharp knife.

Co-assessment means that the Performance Evidence for the two units must be assessed at the same time. How the evidence of the assessment is recorded is up to the RTO to determine, but as an example, it could involve an observation checklist for each unit, or it could be a checklist for each unit. The important aspect is that the individual should be observed sharpening and maintaining the sharp edge on a knife while carrying out a real meat processing task.

## Preparing for mandatory workplace requirements

Mandatory workplace requirements refer to requirements for skills and knowledge to be demonstrated, and evidence collected, in a workplace.

Gearing up for assessment of units that stipulate mandatory work requirements will take some negotiating. Many learners will already be in workplaces but nonetheless, RTO staff will need to negotiate with the hosting workplace to:

- get access to the site for assessors
- negotiate times, dates and opportunities for the individual to be assessed
- set up initial meetings between the host organisation and the RTO to explain expectations.

Where there is a requirement for performance evidence to be logged, or for a workplace diary to be kept and signed off by a 'suitable qualified supervisor', the RTO will need to meet with the potential supervisor to:

- ensure s/he is suitably qualified to sign the log book (see [Assessment methods and evidence](#))
- explain the expectation that in signing-off on hours performed by the individual, the supervisor has actually seen the individual carry out the work specified in the Performance Evidence of the unit.

It will also be helpful to explain the background to mandatory workplace requirements and the fact that the meat processing industry as a whole, see them as an integral part of the training and assessment to ensure that successful individuals have the ability to actually perform duties in a real workplace. In the case of the Meat Safety Inspection qualifications, the record of 100 hours of

performance for assessment, or more if the individual takes up more than one 'Ante and post-mortem inspection' unit, goes a long way to reassuring representatives from countries that import Australian meat, that Australian qualifications for meat safety inspectors are equivalent to international qualifications in those countries.

Qualifications that include units with mandatory workplace requirements will show a hash (#) next to the unit code. The following sentence will be included in the qualification:

'A hash (#) next to the unit code indicates mandatory workplace requirements which must be met when assessing this unit. Please refer to the individual unit's Assessment Requirements for details.'

Within units, the following information has been added:

- To the unit Application:  
'Mandatory workplace requirements apply to the assessment of this unit.'
- To the Performance Evidence:  
**'Mandatory workplace requirements'**  
All performance evidence specified above must be demonstrated in a [insert detail of site].'
- To the Assessment Conditions:  
**'Mandatory workplace requirements'**  
Mandatory workplace requirements are shown in *italic* text. Refer to the Companion Volume Implementation Guide for further information.'

Please refer to the *AMP Australian Meat Processing Training Package Implementation Guide Release 8 Part 2: Component Details* file for list of units of competency with mandatory workplace requirements.

## Key legislative implications for implementation

Regulatory or licensing requirements are identified in the *Application* field of units of competency and the *Qualification description* field in qualifications. If there are no particular requirements, then the statement 'No licensing, legislative or certification requirements apply to this unit/qualification at the time of publication' will appear.

The following table lists the particular requirements that may impact on qualifications and/or skill sets in the *AMP Australian Meat Processing Training Package*

Some units of competency (and their associated assessment requirements) contain references to 'industry standards'. 'Industry standards' may relate to:

- existing legislative instruments
- current industry 'good' practice.

**Note:** Selection of elective units of competency that specify particular licensing, legislative or certification requirements may impact on qualifications. This includes all qualifications, not just those listed in the table.

Qualification/Skill set/Unit of competency	Description of requirement
AMP303122 Certificate III in Meat Safety Inspection	To work as a meat inspector, candidates must register with their state authority, or with the federal authority, the Department of Agriculture, Fisheries and Forestry.
AMP40522 Certificate IV in Meat Safety Inspection	To work as a meat inspector, candidates must register with their state authority, or with the federal authority, the Department of Agriculture, Fisheries and Forestry.
AMPAUD401 Conduct an animal welfare audit of a meat processing premises	Animal welfare audits conducted under this unit must be carried out in accordance with the <i>Industry Animal Welfare Standards for Livestock Processing Establishments Preparing Meat for Human Consumption</i> .

AMPGAM303 Use firearms to safely and humanely harvest wild game	Individuals undertaking this unit must hold a current firearms/shooters licence.
AMPQUA403 Utilise refrigeration index	<p>This unit references to the Export Control Rules for meat and meat products, which came into effect in March 2021 and requires the validation of all chilling processes using the refrigeration index.</p> <p>The refrigeration index refers the value obtained by using a recognised predictive model to calculate the potential growth of <i>E. coli</i> at a site of microbiological concern.</p>
AMPQUA405 Oversee compliance with Australian Standards for meat processing	<p>This unit is applicable to meat inspectors, supervisors and quality assurance personnel responsible for ensuring a meat processing premises complies with the relevant Australian Standards.</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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Users of this Implementation Guide are advised to keep up-to-date with changes to legislative requirements by checking with the relevant regulatory authority.

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## Health and safety requirements

In general, health and safety requirements are addressed in specific workplace health and safety units of competency or embedded in particular units of competency in the *AMP Australian Meat Processing Training Package*.

RTOs must make sure that delivery of health and safety content is contextualised to comply with the relevant legislation in the state/territory in which they are training. Details of state and territory regulators, together with some useful workplace health and safety organisations, have been included in the following tables.

## State/Territory Regulators

State/Territory	Regulating Body	Website
<b>Australian Capital Territory</b>	WorkSafe ACT	<a href="https://www.worksafe.act.gov.au">https://www.worksafe.act.gov.au</a>
<b>New South Wales</b>	SafeWork NSW	<a href="https://www.safework.nsw.gov.au">https://www.safework.nsw.gov.au</a>
<b>Northern Territory</b>	NT WorkSafe	<a href="https://www.worksafe.nt.gov.au">https://www.worksafe.nt.gov.au</a>
<b>Queensland</b>	Workplace Health and Safety Queensland (WHSQ)	<a href="https://www.worksafe.qld.gov.au">https://www.worksafe.qld.gov.au</a>
<b>South Australia</b>	SafeWork SA	<a href="https://www.safework.sa.gov.au">https://www.safework.sa.gov.au</a>
<b>Tasmania</b>	WorkSafe Tasmania	<a href="https://worksafe.tas.gov.au">https://worksafe.tas.gov.au</a>

Victoria	WorkSafe Victoria	<a href="https://www.worksafe.vic.gov.au">https://www.worksafe.vic.gov.au</a>
Western Australia	WorkSafe WA	<a href="https://www.commerce.wa.gov.au/WorkSafe">https://www.commerce.wa.gov.au/WorkSafe</a>

## National organisations

Name	Function	Website
Safe Work Australia	Leads the development of national policy to improve work health and safety and workers' compensation arrangements across Australia.	<a href="https://www.safeworkaustralia.gov.au">https://www.safeworkaustralia.gov.au</a>
Comcare	The Comcare scheme provides rehabilitation and workers' compensation and occupational health and safety arrangements for Australian Government employees and for the employees of organisations which self-insure under the scheme.	<a href="https://www.comcare.gov.au">https://www.comcare.gov.au</a>
National Industrial Chemicals Notification and Assessment Scheme (NICNAS)	NICNAS is the Australian Government regulator of industrial chemicals. NICNAS is responsible for: <ul style="list-style-type: none"> <li>▪ providing a national notification and assessment scheme to protect the health of the public, workers and the environment from the harmful effect of industrial chemicals, and</li> <li>▪ assessing all chemicals new to Australia and those chemicals already used (existing chemicals) on a priority basis, in response to concerns about their safety on health and environmental grounds.</li> </ul>	<a href="https://www.nicnas.gov.au">https://www.nicnas.gov.au</a>

## Meat Safety Inspection

The Australian meat industry operates under a range of acts, regulations and/or industry standards.

Following is a summary of key requirements.

Seventy per cent of meat consumed in Australia is produced in export-registered abattoirs under the control of the Australian Department of Agriculture, Fisheries and Forestry. The Department of Agriculture regulates export operations in all states and territories. Apart from export certification, the Department of Agriculture supplies both a meat inspection service (including veterinarians and meat inspectors) and a regulatory oversight by Area Technical Managers.

In order to supply meat to the domestic market, all meat processing plants must be licensed with the relevant state/territory authorities. Most authorities have different classes of licence depending on the type of animal/meat being processed.

Since the early 1990s, the regulation of the domestic meat industry in each state and territory has been conducted by state meat hygiene authorities. While there are variations in requirements, all

abattoirs must meet the agreed Australian Standards, which are referenced in the legislation in each state/territory. The responsible bodies are:

Jurisdiction	Responsible department
Commonwealth	Department of Agriculture, Fisheries and Forestry
Queensland	Safe Food Production Queensland
New South Wales	Department of Primary Industries
Australian Capital Territory	Health Protection Service
Victoria	PrimeSafe
Tasmania	Department of Natural Resources and Environment Tasmania, Primary Produce Safety Program, Biosecurity Tasmania
South Australia	Department of Primary Industries and Regions
Western Australia	Department of Health
Northern Territory	Department of Primary Production

Note that the regulations for meat safety, and the qualifications required of meat safety inspectors, vary between the states and territories. Users should check local requirements.

All state and territory meat hygiene authorities base their legislation on the Australian Standards, in particular *AS 4696:2007 Australian Standard for the hygienic production and transportation of meat and meat products for human consumption* or its successor.

The Australian Standards largely apply to wholesale businesses handling raw meat. Once a product is further processed by cooking, drying or fermentation, it is regulated by food authorities applying the Australian New Zealand Food Standards Code, although the *AS 4696:2007 Australian Standard for the hygienic production and transportation of meat and meat products for human consumption* also applies.

Meat Standards Australian (MSA) is a voluntary eating-quality grading system proven to take the guesswork out of buying and cooking Australian beef and lamb. All products identified with the MSA symbol have met strict criteria to ensure they achieve consumer expectations for tenderness, juiciness and flavour. Only licensed producers can apply the MSA grading system. Australian brands can choose to underpin the eating quality of their products by using the MSA standards and grading specification. These brands may also have additional specifications, which can be applied at grading.

Most retail activity is controlled by state or territory food authorities and by local councils.

### Australian Standards that apply to meat processing

There are a number of Australian Standards (AS) that apply to meat processing. As mentioned above, meat that is further processed by cooking, drying or fermentation must also meet the requirements of the Australian New Zealand Food Standards Code.

There are many references to the 'relevant Australian Standard/s' throughout the units of competency. Because the Australian Standard/s relevant to the meat processing industry are updated from time to time, the codes and details of particular Australian Standards is not included. In each situation, the most recent version of the Australian Standard applies. At the time of writing, this includes:

- *AS 4696:2007 Australian Standard for the hygienic production and transportation of meat and meat products for human consumption*
- *AS 5812:2017 Manufacturing and marketing of pet food* provides requirements for the manufacture and marketing of pet food intended for consumption by domesticated cats and dogs
- *AS 4464:2007 Hygienic production of game meat for human consumption* applies to game animals shot in the field and processed at game processing plants

- AS 4466:1997 *Hygienic production of rabbit meat for human consumption* applies to rabbits and hare, both those shot in the field and those raised commercially
- AS 5010:2001 *Hygienic production of ratite (emu and ostrich) meat for human consumption* applies to emus and ostriches processed at specialist abattoirs, with full ante-mortem and post-mortem inspection
- AS 4465:2006 *Construction of premises and hygienic production of poultry meat for human consumption* applies to all poultry processing, including further processing such as boning and packing
- AS 4.2.2 *Primary Production and Processing Standard for Poultry Meat*
- AS 5011:2001 *Hygienic production of natural casings for human consumption* applies only to casing manufactured from animal intestines, not artificial casings
- AS 5008:2007 *Hygienic rendering of animal products* applies to rendering of meat by-products from slaughtering and processing for the production of inedible tallow and meat meal
- *Standard for the Hygienic Production of Pet Meat: PISC Report 88 – Amended 2009*
- AS 5010:2001 *Australian Standard for Hygienic Production of Ratite (Emu/Ostrich) Meat for Human Consumption*
- *Australian Standard 1199.1-2003 Sampling procedures for inspection by attributes.*

The *Biosecurity Act 2015* has replaced the *Quarantine Act 1908* and sets up new requirements and regulatory powers that will affect how the department manages the biosecurity risks of goods, people and conveyances entering Australia.

The *Land Transport Standards and Guidelines* are being regulated into law by State and Territory governments<sup>27</sup>. Currently the Standards are implemented in all states except for Western Australia.

All cattle, sheep and goats processed in Australia and destined for Muslim markets are slaughtered under the Australian Government Supervised Halal Program, which is administered by the Department of Agriculture, Fisheries and Forestry. A list of recognised Islamic Organisations that have an Approved Arrangement with the Department for the Certification of red halal meat and red meat products for export is available online from the Department of Agriculture.<sup>28</sup>

Note: There are many references to specific Australian Standards throughout the units of competency. If and when these standards are updated, then reference must be made to the successor.

## Meat Inspection standards

There are two tiers of meat inspection standard in Australia, based on the level and type of meat inspection system in place:

- Tier 1 – applies to domestic meat establishments that are registered to export meat and meat products to applicable markets under the Australian Standards
- Tier 2 – other export markets require that export registration and oversight of establishments is administered by the Australian government, and this is referred to as Tier 2
- Professional accreditation in the industry

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<sup>27</sup> Source: <http://www.animalwelfarestandards.net.au/land-transport/>

<sup>28</sup> <https://www.agriculture.gov.au/export/controlled-goods/meat/elmer-3/list-islamic-halal-certification>

- The only sector-specific occupation requiring a licence is the role of meat inspector and the registration can be with a federal or state authority depending on the nature of the enterprise.
- However, this industry also employs electricians, plumbers and forklift drivers which are all licensed occupations.
- National Feedlot Accreditation Scheme
- The National Feedlot Accreditation Scheme (NFAS) is an independently audited quality assurance scheme that was initiated by ALFA and is managed by an industry committee, the Feedlot Industry Accreditation Committee (FLIAC). Participation in the NFAS is voluntary.

### Note about 'Industry standards'

Many units refer to 'industry standards' in the Performance Criteria and sometimes in the Assessment Requirements. Industry standards set the standard for the work to be performed, and may include documents such as Work Instructions, Safe Work Method Statements (SWMS), Standard Operating Procedures (SOPs), or they may be broader statements of standards, such as AUSMEAT Standards, Meat Standards Australia (MSA) Standards, or standards set by regulators.

### Usage of terms

Some of the language used in the training package components has been updated to align with the *AS 4696:2007 Australian standard for the hygienic production and transportation of meat and meat products for human consumption*, or its successor. For example, the work 'plant' has been replaced with 'premises' on many occasions, and 'enterprise' has often been replaced with 'workplace'.

## Training and assessing environments

The Assessment Conditions section of the Assessment Requirements states whether assessment must take place in a real workplace or whether an environment that 'accurately represents workplace conditions' can be used.

### Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:

- physical conditions:
  - skills must be demonstrated in lairage or an environment that accurately represents workplace conditions
- resources:
  - real animals for ante-mortem inspection
- specifications:
  - workplace procedures, including advice on safe work practices and animal welfare and safety
- relationships:
  - interactions with work team.

Assessment for this unit must include at least three forms of evidence.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Example Assessment Conditions from unit *AMPLSK301 Handle animals humanely while conducting ante-mortem inspection*.

The 'physical conditions' noted refer to the physical environment where the assessment must take place. The skills in some units must be assessed in a particular setting, a slaughtering premises, for example. Where a particular setting is specified, the physical environment cannot be varied – this is a mandatory work requirement for assessment.

Several units include 'or an environment that accurately reflects workplace conditions'. This means that the assessment can be simulated, but the environment for that simulation must be 'work-like' and include the equipment and documentation that would be available in a typical workplace, for example, work instructions, SOPs or guidelines for work tasks, real animals and team members to work alongside.

Simulated assessment is appropriate for units where the content covers situations that are dangerous or unlikely to occur during everyday work, such as with the unit *AMPMSY302 Recognise signs of emergency animal diseases*. Many emergency animal diseases are not seen in Australia and so the assessment for this unit needs to include graphic images or photos of the signs and symptoms of disease that may occur and must be reported.

The assessment methods (such as quizzes, third party reports, exams) referred to in previous versions of the units have been removed, to ensure compliance with the *Standards for Training Packages 2012*. RTOs can determine which assessment methods are used to assess the content of the unit. However, the meat processing industry, through the Meat Industry Reference Committee (IRC), insist that assessment of units included in the *AMP Australian Meat Processing Training Package* must be robust and meet best practice standards for assessment, including meeting the Principles for Assessment and the Rules of Evidence, as outlined in the *Standards for RTOs 2015*.

For Certificate II and Certificate III level qualifications most of the task-related training will occur in the workplace, as part of the daily work schedule. This is particularly the case in the meat processing sector. This is because the nature of the work and licensing laws means there is no way of creating a simulated workplace. The trainee will be working at a specific station in the production line, alongside an experienced supervisor or other skilled worker. Training will be provided by the RTO trainer during visits to the production site – during these visits it is highly likely that the RTO trainer will be working with several trainees. Training will be supported by the supervisor or another skilled worker who has been tasked with providing guidance, direction and training of the trainee as they work.

The size of an organisation in which the individual is undertaking training may have an impact on training delivery particularly if the organisation is particularly large or small. While the job roles and processes might be the same, they might be carried out in a different order of operations. This may mean that the order of the delivery and assessment performance criteria or other parts of a unit of competency might need to be rearranged to suit a particular workplace. As long as the entire unit is covered by the training and assessment processes overall then that is acceptable to do.

Some parts of the theory training are likely to occur in the enterprise training room, facilitated by an RTO trainer. This training may be incorporated into the trainee's induction process and involve presentations from several people including enterprise personnel. It may occur as a block of up-front training before the trainee goes onto the processing line, or it may be a series of short sessions intermixed with work on the production line.

Training in meat retailing premises is often delivered on site also. Training is delivered under supervision using the workplace location and equipment. Only those aspects which cannot be delivered at work are undertaken elsewhere – sometimes off-site at a training facility, sometimes in a separate room at the workplace.

This training may also include the trainee accessing self-paced online or printed training programs addressing theory components, viewing short videos, or completing online quizzes.

In some cases, trainees may be given reference materials and/or small research assignments to complete – this is more likely to occur at Certificate III level.

Some methods a trainer can use to monitor the quality and consistency of the training support provided by a supervisor or another skilled worker include:

- regularly reviewing the trainee's performance and progress with the supervisor or work colleague
- observing the trainee's progress during regular visits to the workplace (note that direct communication with the trainee may not always be possible, especially where this may pose health and safety risk such as when a trainee is using a bandsaw)

- regular conversation with the trainee, either on or off the job as appropriate, to discuss their progress and confidence in the quality of training provided.

In cases where training and assessment in a real workplace is not possible or practical, trainers and assessors must make sure learners have opportunity to complete tasks:

- to the quality standards, and within the acceptable timeframes, required by the industry
- in a manner that meets the industry's safety standards.

When individuals are undertaking training in higher level qualifications, such as Certificate IV and above, some aspects of the training, such as workshops consisting of half or a full day of training or blocks of training that may occur over several days, may be conducted away from the enterprise. There may also be projects and research that will need to be undertaken at work or in their own time.

## **Workplace referees**

Workplace referees are expected to be well briefed by the assessor, including the legal implications of any statements they are signing. Suitable referees are usually an immediate supervisor or experienced work colleague who has ample opportunity to observe the trainee's performance.

Their key role is to testify to consistency of performance over a period of time. Therefore, they must view the trainee working in a production context long enough for them to confidently say the trainee can work at production speed and at a level of accuracy and efficiency expected in the enterprise.

They are expected to make notes and comments to support their assessment of the trainee's work. A workplace referee can be more than one person.

## **Knowledge tests**

Knowledge tests can be used to check understanding of the underpinning knowledge. These are questions an auditor/overseeing reviewer might expect a worker to answer during a workplace audit.

Knowledge tests are expected to reflect language and literacy requirements of the workplace. This means they can be administered either orally or in writing, and may allow the use of reference material, depending on the requirements of the job.

## **On-the-job demonstration**

On-the-job demonstration with assessor observation can be used to assess both skills and knowledge. It enables assessment within the context of the work instruction, regulatory requirements, chain speed etc. The assessor is expected to discuss performance with, and debrief the trainee.

## **Workplace projects**

Workplace projects are often used where a real-time workplace activity is not available, for example a product recall. They may involve simulation however simulated assessments are generally not recommended for the *AMP Australian Meat Processing Training Package*.

Workplace projects enable application of knowledge to the workplace context. They encourage use of the tools and systems used in the workplace as well as analysis and problem solving which will benefit the enterprise.

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All assessment must be conducted according to the applicable Australian meat industry standards and regulations.

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## **Legal considerations for learners in the workplace/on placements**

Legal requirements that apply to specific sectors covered by this Training Package vary across each state and territory and can change from time to time. Contact the relevant state or territory department/s to check. STA contact details are provided in the Links section of this Implementation Guide. The Fair Work Ombudsman has some general guidelines and fact sheets about unpaid work.<sup>29</sup>

Work placements should always involve the appropriate supervision and guidance from individuals in the workplace and trainers and assessors from the RTO and must adhere to required legislation that applies in the jurisdiction e.g. learners must be supplied with the appropriate personal protection equipment (PPE) and training on how to use the PPE effectively prior to undertaking tasks that include health and safety risks.

## **Resources and equipment list**

RTOs must make sure that all resources and equipment required to train and assess units of competency are available. Details of specific resources, including equipment and materials essential for assessment, are listed in the Assessment Conditions sections of Assessment Requirements documents. Where units of competency require assessment in the workplace, the workplace must include the full range of equipment required to do the task, as listed in the Assessment Conditions.

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<sup>29</sup> Fair Work Ombudsman: <<https://www.fairwork.gov.au/tools-and-resources/fact-sheets/unpaid-work/unpaid-work-unpaid-work>>

## **Training Package developer's quality assurance process for Companion Volumes**

Companion Volumes are developed in consultation with industry representatives, trainers and assessors, members of Industry Reference Committees (IRCs) and their representatives. These key stakeholders provide and review content to ensure that information is relevant and useful.

The Companion Volumes undergo continuous improvement in response to feedback lodged on the Skills Impact website (<http://www.skillsimpact.com.au/contact/>).

## Links

### Industry links

Organisation	Details	Website
AUSMEAT	AUS-MEAT and AUS-QUAL are Australia and New Zealand's leading providers of agribusiness auditing, certification and training services, supporting over 70 different programs.	<a href="https://www.ausmeat.com.au/">https://www.ausmeat.com.au/</a>
Australasian Meat Industry Employees Union (AMIEU)	The Australasian Meat Industry Employees Union is the union that represents the interests of workers in the meat industry.	<a href="https://amieu.asn.au/">https://amieu.asn.au/</a>
Australian Capital Territory meat safety regulator	Health Protection Service	<a href="https://www.health.act.gov.au">https://www.health.act.gov.au</a>
Australian Chicken Meat Federation	A peak coordinating body for participants in the chicken meat industry in Australia. ACMF represents all elements of the industry, including chicken growers and processors, at the national level.	<a href="https://www.chicken.org.au/">https://www.chicken.org.au/</a>
Australian Lot Feeders' Association	A peak body representing the Australian cattle feedlot industry.	<a href="https://www.feedlots.com.au/">https://www.feedlots.com.au/</a>
Australian Meat Industry Council (AIMC)	AMIC is the peak body representing retailers, processors and smallgoods manufacturers across the country.	<a href="https://amic.org.au/">https://amic.org.au/</a>
Australian Meat Processor Corporation (AMPC)	AMPC is the specialist R&D provider for Australian meat processors – wherever they are, whatever their markets, no matter their size.	<a href="https://www.ampc.com.au/">https://www.ampc.com.au/</a>

Organisation	Details	Website
Australian Pork Limited	A rural industry service body for the Australian pork industry	<a href="http://australianpork.com.au/">http://australianpork.com.au/</a>
Department of Agriculture, Fisheries and Forestry	The federal regulatory authority	<a href="https://www.agriculture.gov.au/">https://www.agriculture.gov.au/</a>
Department of Health (WA)	State regulatory authority for Western Australia	<a href="https://ww2.health.wa.gov.au/">https://ww2.health.wa.gov.au/</a>
Department of Primary Industries	New South Wales meat safety regulator	<a href="https://www.dpi.nsw.gov.au/">https://www.dpi.nsw.gov.au/</a>
Department of Primary Industries and Resources (NT)	State regulatory authority for the Northern Territory	<a href="https://dpir.nt.gov.au/">https://dpir.nt.gov.au/</a>
Department of Primary Industries, Parks, Water and Environment (Tas)	State regulatory authority for Tasmania	<a href="https://dipiwe.tas.gov.au/">https://dipiwe.tas.gov.au/</a>
Kangaroo Industry Association of Australia	A peak body representing the kangaroo industry in Australia	<a href="https://www.kangarooindustry.com/">https://www.kangarooindustry.com/</a>
Meat Branch of NSW Food Authority	State regulatory authority for NSW	<a href="https://www.foodauthority.nsw.gov.au/industry/meat">https://www.foodauthority.nsw.gov.au/industry/meat</a>
Meat & Livestock Australia (MLA)	MLA is a producer-owned company providing marketing and research and development services to the meat industry.	<a href="https://www.mla.com.au/">https://www.mla.com.au/</a>
National Association of Testing Authorities Australia	The authority that provides assessment, accreditation and training services to laboratories and testing facilities	<a href="https://www.nata.com.au/">https://www.nata.com.au/</a>
National Meat Industry Training Advisory Council Limited (MINTRAC)	MINTRAC represents the meat industry on training matters. MINTRAC's role is to improve the skills of workers in the industry through the provision of recognised and accredited training from	<a href="https://www.mintrac.com.au/">https://www.mintrac.com.au/</a>

Organisation	Details	Website
	entry level through to senior management. MINTRAC provides services to the red meat, pork, poultry and game meat industries.	
PrimeSafe (Vic)	State regulatory authority for Victoria	<a href="https://www.primesafe.vic.gov.au/">https://www.primesafe.vic.gov.au/</a>
Red Meat Advisory Council	A peak body representing beef, sheep meat and goat meat businesses from paddock to plate	<a href="https://rmac.com.au/">https://rmac.com.au/</a>
Safe Food Queensland	State regulatory authority for Queensland	<a href="https://www.safefood.qld.gov.au/">https://www.safefood.qld.gov.au/</a>
South Australian Meat Hygiene Unit	State regulatory authority for South Australia	<a href="http://www.pir.sa.gov.au/biosecurity/food_safety/meat">http://www.pir.sa.gov.au/biosecurity/food_safety/meat</a>
Tasmania meat safety regulator	Department of Natural Resources and Environment Tasmania, Primary Produce Safety Program, Biosecurity Tasmania	<a href="https://nre.tas.gov.au/biosecurity-tasmania">https://nre.tas.gov.au/biosecurity-tasmania</a>

## State and Territory Training Authorities

Australian Capital Territory	<a href="https://www.education.act.gov.au/">https://www.education.act.gov.au/</a>
New South Wales	<a href="https://www.education.nsw.gov.au/">https://www.education.nsw.gov.au/</a>
Northern Territory	<a href="http://www.education.nt.gov.au/">http://www.education.nt.gov.au/</a>
Queensland	<a href="https://desbt.qld.gov.au/training">https://desbt.qld.gov.au/training</a>
South Australia	<a href="http://www.education.sa.gov.au/">http://www.education.sa.gov.au/</a>
Tasmania	<a href="http://www.skills.tas.gov.au/">http://www.skills.tas.gov.au/</a>
Victoria	<a href="http://www.education.vic.gov.au/">http://www.education.vic.gov.au/</a>
Western Australia	<a href="http://www.dtwd.wa.gov.au">http://www.dtwd.wa.gov.au</a>

## General

Organisation/Resource	Details	Website

Australian Qualifications Framework: Second edition, January 2013	National policy for regulated qualifications in Australian education and training	<a href="http://www.aqf.edu.au/">http://www.aqf.edu.au/</a>
Training.gov	National register of training packages	<a href="http://www.training.gov.au/">http://www.training.gov.au/</a>
Australian Apprenticeships	Quick and easy access to information about Australian apprenticeships	<a href="http://www.australianapprenticeships.gov.au">www.australianapprenticeships.gov.au</a>
Australian Skills Quality Authority (ASQA)	National regulator for Australia's vocational education and training sector	<a href="http://www.asqa.gov.au">http://www.asqa.gov.au</a>
Training Accreditation Council Western Australia (WA TAC)	Regulates vocational education and training in WA	<a href="http://www.tac.wa.gov.au">http://www.tac.wa.gov.au</a>
Victorian Registration and Qualifications Authority (VRQA)	Regulates vocational education and training in Victoria Regulates apprenticeships and traineeships in Victoria	<a href="http://www.vrqa.vic.gov.au/">http://www.vrqa.vic.gov.au/</a>
Safe Work Australia	Leads the development of national policy to improve work health and safety and workers' compensation arrangements	<a href="http://www.safeworkaustralia.gov.au/sites/SWA">http://www.safeworkaustralia.gov.au/sites/SWA</a>