



Australian Government

Assessment Requirements for AMPLDR401 Develop and implement work instructions and SOPs

Release: 1

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Modification History

Release	Comments
Release 1	This version released with AMP Australian Meat Processing Training Package Version 8.0.

Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has revised or developed and implemented at least one work instruction or standard operating procedure (SOP) including:

- two visuals to demonstrate practical tasks or specific detail
- one plan that documents operational imperatives and sequencing of activity
- one implementation trial with personnel.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- workplace system for generating and storing work instructions and SOPs
- product specifications, quality objectives and production parameters
- information relating to processing equipment and personnel capability
- the nature and sequence of the tasks being documented, time required to perform the task and the relevant product specifications
- methods available to regulate production flows and temperature control
- product and process specifications
- the processes for validating documents
- document version control used at workplace
- workplace chain of communication
- effective communication methods to interact with staff
- implementation process for new or revised work instructions or SOPs
- production systems, including corrective actions and control points
- Hazard Analysis Critical Control Point (HACCP) and food safety plan for the work area
- regulatory requirements for meat or food processing industries
- workplace health and safety requirements of tasks defined

- organisational communication systems
- traceability requirements for process covered by work instruction or SOP.

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 a meat or food processing workplace or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - workplace system for generating and storing work instructions and SOPs
- specifications:
 - workplace procedures, including advice on safe work practices, food safety and quality requirements
- relationships
 - team members.

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.

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7>