



Australian Government

AMPMGT501 Design and manage the food safety system

Release: 2

AMPMGT501 Design and manage the food safety system

Modification History

Release	Comments
Release 2	This version released with AMP Australian Meat Processing Training Package Version 6.0.
Release 1	This version released with AMP Australian Meat Processing Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to design and manage food safety programs for meat industry enterprises including meat and poultry processing, smallgoods, retail and food services operations. The unit also describes the skills and knowledge for working with customers and consumers on food safety issues.

This unit is appropriate for all managers in a food safety and/or Quality Assurance (QA) role, and for those working in production roles with responsibility for food safety and QA.

Food safety is a critical element of product quality and is a priority for all sectors of the meat processing industry. Food safety is also a community issue, and public perceptions of the safety of meat and meat products affect the viability of meat processing enterprises.

This unit applies to individuals who take personal responsibility and exercise autonomy in undertaking complex work. They analyse information and exercise judgement to complete a range of advanced, skilled activities.

All work in this area must be conducted in the context of Australian meat industry standards and regulations.

No licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Unit Sector

Elements and Performance Criteria

Elements	Performance Criteria
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<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Establish enterprise meat or food safety system requirements	1.1 Determine the goals, scope and requirements of the food safety system, in accordance with customer, enterprise and regulatory requirements 1.2 Evaluate alternative food safety systems against enterprise requirements, and identify the preferred system 1.3 Plan the development of the food safety system using team and consultative approaches 1.4 Identify and obtain resource requirements, including staff training requirements, for effective systems operation and maintenance
2. Develop food safety systems	2.1 Identify food safety responsibilities, obligations and roles, and clearly explain them to stakeholders 2.2 Identify and describe processes covered by the food safety system 2.3 Identify food safety hazards for all processes within the scope of the food safety system 2.4 Identify, develop and validate hazard control measures 2.5 Develop procedures for preventative action
3. Establish monitoring procedures and corrective actions	3.1 Develop monitoring procedures and use monitoring information to inform corrective actions 3.2 Develop and implement corrective actions for effective hazard control 3.3 Develop, maintain and secure recording and documentation procedures 3.4 Develop, resource and implement strategies to support routine and consistent application of food safety systems in the workplace
4. Evaluate food safety system	4.1 Establish audit procedures and monitor audits 4.2 Establish verification procedures and schedules, and use verification information when reviewing the food safety system 4.3 Review and update the food safety system to reflect changes to Australian Standards, technical information (including verification data) and process information according to established procedures 4.4 Prepare food safety systems for external review and approval by relevant authorities 4.5 Use relevant information to measure performance against policies and goals
5. Communicate food	5.1 Conduct interactions with the public, regulatory authorities and

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safety outcomes	agencies in a positive, cooperative and open manner 5.2 Promptly report significant food safety incidents and non-compliance to relevant authorities 5.3 Gather and analyse customer and consumer feedback, and include findings in the review of the food safety system 5.4 Document food safety system outcomes to promote public confidence in enterprise products and services

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
AMPMGT501 Design and manage the food safety system Release 2	AMPMGT501 Design and manage the food safety system Release 1	Poultry added to application, word added to PC 5.2, minor wording changes to assessment requirements, assessment conditions updated	Equivalent

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for AMPMGT501 Design and manage the food safety system

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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 designed and managed the food safety system on at least one occasion, including:

- analysed performance information to determine progress and areas for review or improvement
- consulted with stakeholders to determine the scope of the food safety systems, procedures and controls and identify food handling practices, processing techniques and support programs in use
- determined measures for correcting processes, outcomes outside acceptable limits, including relevant procedures, when to implement corrective action, who is responsible for taking corrective action and information necessary to record
- developed and validated control measures using objective data, industry guidelines and codes of practice
- developed performance standards and criteria for the food safety system
- developed strategies to support the workforce in implementing the food safety system
- established internal audit processes and schedules, including how the audit team was developed and who should lead the team
- established procedures to monitor, review and secure record-keeping systems consistent with regulatory requirements
- established verification procedures and schedules, and identified action required if the outcomes of verification indicate that the program requirements have not been met or that the original program was inadequate
- established, monitored and continuously improved food safety support systems consistent with regulatory requirements

- evaluated alternative food and/or meat safety systems for suitability for enterprise goals and directions, enterprise operations, enterprise product, cost and customer and regulatory requirements
- identified and applied relevant workplace health and safety, regulatory and workplace requirements
- identified monitoring requirements and developed monitoring procedures for food safety hazards identified in the enterprise
- identified workforce training needs, negotiated and scheduled training to support system requirements and operation
- liaised with suppliers to establish and monitor enterprise food safety and quality requirements for products and processes
- maintained currency of knowledge through independent research or professional development
- monitored public health requirements and concerns, and prepared reports for the enterprise, public health authorities, customers and consumers on progress and outcomes of the food safety system
- monitored the implementation of preventative action measures, controls and actions to correct non-compliance or non-conformance
- prepared accurate reports for senior management detailing compliance breaches/incidents, actions and outcomes and the implications for the enterprise
- prepared action plans for the development and review of the food safety system, including timelines and establishing, leading and supporting the Hazard Analysis and Critical Control Points (HACCP) team
- prepared and presented food safety system information, procedures, documentation and reports in languages, formats and styles appropriate for the audience and purpose
- prepared communication strategies to inform internal and external stakeholders of progress and outcomes of the food safety system
- prepared HACCP plans and support documentation, including hazard analysis charts and tables, manuals, data analysis reports, corrective action reports and verifications reports, Standard Operating Procedures (SOPs) and work instructions where appropriate for the enterprise system
- provided feedback to the workforce or team on food safety performance
- used appropriate communication skills and strategies for informing and confirming the roles, responsibilities and obligations of all participants in the operation of the enterprise
- used available technology and data management systems to gather, record, manipulate, interpret and report food safety data and information.

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:

- validation and verification (including audit) purposes and processes
- product and process and the microbiological, physical and chemical impacts on the safety of enterprise meat and meat products in the identification of hazards, and the assessment and control of food safety risks

- HACCP principles and techniques and, where appropriate to the enterprise, Good Manufacturing Practice (GMP)
- the enterprise's ethical standards and the implications for the food safety system
- the roles, responsibilities and obligations of the enterprise and individuals in the food safety system
- regulatory requirements for food safety, including HACCP-based programs, support programs, record-keeping, verification and internal/external audits, and the implications for enterprise operations
- scope, auditor role and responsibility, and scheduling requirements for internal and external audit process
- legal responsibilities for reporting audit findings, including breaches and non-compliances, to enforcement agencies, and for conflicts of interest, confidentiality, rights of appeal and giving evidence in court.

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 industry workplace or an environment that accurately represents workplace conditions
- specifications:
 - access to workplace documents such as policies, procedures, processes, forms.

A minimum of three different forms of assessment must be used

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

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