



**Australian Government**

# **AMPQUA414 Coordinate a product recall**

**Release: 1**

# AMPQUA414 Coordinate a product recall

## Modification History

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

## Application

This unit describes the skills and knowledge required to initiate and participate in a product recall.

This unit applies to individuals who manage production and processing operations or who work in quality assurance roles, who manage the processes involved in identification and traceability of product, including accepting and disposing of recalled food products found to be an unacceptable food safety risk.

This unit applies to individuals who take responsibility for their own work and for the quality of others' work within known parameters. They provide and communicate solutions to a range of predictable and sometimes unpredictable problems.

All work must be carried out to comply with workplace procedures, according to state/territory health and safety, food and meat safety regulations, legislation and standards that apply to the workplace.

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

## Pre-requisite Unit

Nil

## Unit Sector

Quality Assurance (QUA)

## Elements and Performance Criteria

| Elements                                         | Performance Criteria                                                                                   |
|--------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <i>Elements describe the essential outcomes.</i> | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i> |
| 1. Gather evidence to                            | 1.1 Analyse non-conformance and conduct risk assessment to                                             |

| Elements                                                                    | Performance Criteria                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Elements describe the essential outcomes.</i>                            | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>                                                                                                                                                                                                                                                     |
| determine advisability of product recall                                    | determine source of problem and potential outcome<br>1.2 Report non-conformance of a scale to warrant recall action to appropriate personnel or agencies<br>1.3 Make decision to recall product in a timely manner<br>1.4 Develop protocol for engaging the media during the recall, and seek agreement between the relevant parties                       |
| 2. Manage recall process and associated record-keeping                      | 2.1 Develop protocol for acceptance of recalled product, and seek agreement between the relevant parties<br>2.2 Communicate to all personnel the need and level of isolation of returned product<br>2.3 Maintain accurate records of current stocks and returned product throughout recall period<br>2.4 Store records according to workplace requirements |
| 3. Oversee re-introduction, disposal and/or destruction of recalled product | 3.1 Isolate returned product from current stocks, product or facilities in a manner consistent with the level of recall<br>3.2 Implement disposal or destruction processes according to workplace and controlling authority procedures                                                                                                                     |
| 4. Conduct post-recall review                                               | 4.1 Initiate review encompassing all aspects of recall<br>4.2 Prepare comprehensive report identifying source of problem<br>4.3 Develop recommendations to prevent re-occurrence, and forward to appropriate personnel or agencies                                                                                                                         |

## 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>Access and interpret records for traceability</li> </ul>                                               |
| Writing | <ul style="list-style-type: none"> <li>Write media releases for print and electronic media sources and communications to personnel</li> </ul> |

| Skill    | Description                                                                                                                                  |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------|
| Numeracy | <ul style="list-style-type: none"><li>Estimate time, including use-by dates and product shelf life</li><li>Analyse production data</li></ul> |

## Unit Mapping Information

| Code and title<br>current version        | Code and title<br>previous version    | Comments                                                                                                                                                                          | Equivalence status |
|------------------------------------------|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| AMPQUA414<br>Coordinate a product recall | AMPX419 Participate in product recall | Unit title and sector updated<br>Elements and Performance Criteria added<br>Foundation Skills added<br>Performance Evidence, Knowledge Evidence and Assessment Conditions revised | Not equivalent     |

## Links

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