



Australian Government

FBPBP2006 Operate the bottle capsuling process

Release: 1

FBPBPG2006 Operate the bottle capsuling process

Modification History

Release	Comments
Release 1	This version released with FBP Food, Beverage and Pharmaceutical Training Package Version 2.0.

Application

This unit of competency describes the skills and knowledge required to set up, operate and shut down a range of semi-automated and automated bottling and packaging equipment involved in the bottle capsuling process.

The unit applies to individuals who work under general supervision in bottling and packaging and are responsible for operating and monitoring a bottle capsuling process and associated equipment.

All work must be carried out to comply with workplace procedures, according to state/territory health and safety, and food 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

Bottling and Packaging (BPG)

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. Prepare to operate bottle capsuling equipment	1.1 Confirm work instructions, including identifying potential health and safety in the workplace hazards and controls with supervisor 1.2 Select, fit and use appropriate personal protective equipment 1.3 Ensure that product and dry goods are available to meet bottle

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	capsuling requirements 1.4 Ensure that services are available and ready for operation 1.5 Prepare bottle capsuling equipment and check to confirm readiness for use 1.6 Setup equipment to meet bottle capsuling requirements
2. Operate and monitor the bottle capsuling process	2.1 Start up bottle capsuling equipment according to operating instructions 2.2 Monitor control points to confirm performance is maintained within equipment operation specification 2.3 Ensure bottles are supplied according to requirements 2.4 Monitor bottle capsuling equipment to confirm operating condition 2.5 Identify, rectify and report out-of-specification end product, process and equipment performance according to workplace procedures 2.6 Liaise with operators in other work areas to ensure ongoing bottling process runs efficiently and effectively
3. Shut down the bottle capsuling process	3.1 Shut down bottle capsuling equipment according to operating instructions 3.2 Prepare bottle capsuling equipment for cleaning according to workplace procedures
4. Conduct housekeeping activities	4.1 Carry out cleaning procedures 4.2 Collect, treat and dispose of or recycle waste generated by both the process and cleaning procedures 4.3 Record workplace information according to workplace procedures

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
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Skill	Description
Reading	• Interpret key messages in standard operating procedures
Navigate the world of work	• Follow clear instructions within defined level of responsibility • Recognise organisational expectations and follows explicit protocols and procedures • Seek clarification when required
Get the work done	• Respond to routine problems using step by step instruction and procedures

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FBPBPG2006 Operate the bottle capsuling process	FDFBP2009A Operate the bottle capsuling process	Updated to meet Standards for Training Packages Minor changes to Performance Criteria to clarify intent	Equivalent unit

Links

Companion Volume Implementation Guides are found in VETNet: -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4>

Assessment Requirements for FBPBPG2006 Operate the bottle capsuling process

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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 safely and effectively set up, operated and shut down all items of equipment in the bottle capsuling process on at least one occasion, including:

- confirming equipment is ready for operation, including:
 - cleaning and sanitation processes are completed
 - capsule magazines, wax disc hoppers and wax pots are operational
 - any adjacent coding equipment is set up and operational
 - line controls (conveyors) are operational
 - line lube is operational and being correctly applied
 - heat shrink settings are adjusted to suit capsule type
 - metal-spinner tension is correct for capsule type
 - equipment is set for correct bottle height
 - hot melt for wax disc application is operational
 - bottle feeds are filled with correct screws and stars and accurately aligned
- monitoring and adjusting process equipment to achieve required quality outcomes, ensuring:
 - compressed air pressure is at correct level
 - supply and quality of bottles to be capsuled
 - fill heights of bottles to be capsuled
 - clarity of content in bottles being capsuled
 - ongoing quality and appearance (shrinkage and fit) of capsule application
 - ongoing quality of materials used in the process
 - glue application and supply to wax disc process
- taking corrective action in response to typical faults and inconsistencies
- liaising with other work areas involved in the packaging process

- completing workplace records as required
- applying safe work practices and identifying workplace health and safety hazards and controls.

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:

- purpose and principles of bottle capsuling equipment
- key features of bottle capsuling equipment and components
- links to related processes
- effect of process stages on end product
- quality characteristics and uses of end product
- effect of product and materials on process outcomes
- emergency and troubleshooting procedures
- process specification, procedures and operating parameters
- equipment and instrumentation components, purpose and operation
- basic operating principles of process control systems where relevant
- services required
- significance and methods of monitoring control points
- common causes of variation and corrective action required
- technological advances that include automation, such as use of robots
- health and safety in the workplace hazards and controls
- routine maintenance requirements
- lock-out and tag-out procedures
- procedures and responsibility for reporting problems
- shutdown and cleaning requirements associated with changeovers and types of shutdown
- recording requirements and procedures.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - skills must be demonstrated in a workplace setting or an environment that accurately represents a real workplace
- resources, equipment and materials:
 - bottle capsuling equipment
 - bottle capsuling resources and consumables
 - tools and equipment for adjusting and maintaining equipment
 - personal protective equipment
- specifications:
 - work procedures and operating instructions or instructions.

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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