



Australian Government

FBPCEL2009 Carry out transfer operations

Release: 2

FBPCEL2009 Carry out transfer operations

Modification History

Release	Comments
Release 2	This version released with FBP Food, Beverage and Pharmaceutical Training Package Version 3.0.
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 transfer various types of input and finished products.

The unit applies to individuals who work in cellar, bottling or distillation and take responsibility for their own work. Individuals generally work under supervision but have some autonomy and accountability for their own work.

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 licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Unit Sector

Cellar Operations (CEL)

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 the transfer process for operation	1.1 Identify and confirm transfer requirements 1.2 Confirm availability of product, materials and services to meet

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	transfer requirements 1.3 Confirm environmental guidelines and identify potential health and safety in the workplace hazards and controls according to workplace procedures 1.4 Select, fit and use personal protective equipment required for the transfer process 1.5 Prepare product and materials to meet transfer requirements 1.6 Check equipment to confirm readiness for use according to workplace procedures 1.7 Set the process to meet transfer requirements
2. Operate and monitor the transfer process	2.1 Start up the transfer process according to workplace procedures 2.2 Monitor process to confirm transfer operation meets specifications 2.3 Identify and address non-conformance in product, process and equipment according to workplace procedures
3. Shut down the transfer process	3.1 Identify and implement appropriate shutdown procedures 3.2 Dismantle equipment safely and prepare for cleaning 3.3 Collect, treat and dispose of or recycle waste generated by both the transfer process and cleaning procedures 3.4 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
Reading	Comprehend instructions in workplace documents
Writing	Complete workplace documents in required format
Numeracy	- Perform calculations required to prepare materials for the process - Interpret symbols, gauges and numbers during monitoring of process

Skill	Description
Navigate the world of work	• Apply workplace procedures and legislative responsibilities to own role
Interact with others	• Use required communication mode to report operational information to relevant personnel
Get the work done	• Plan, sequence and implement tasks according to set routines and procedures • Respond to routine problems using workplace instructions and procedures

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FBPCEL2009 Carry out transfer operations Release 2	FBPCEL2009 Carry out transfer operations Release 1	Minor update in assessment conditions to refer to wine or beverage production workplace	Equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4>

Assessment Requirements for FBPCEL2009 Carry out transfer operations

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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 operated at least one transfer process, including:

- accessing workplace information to identify transfer requirements
- selecting, fitting and using personal protective equipment
- checking supply and status of materials before commencing transfer operation
- preparing and confirming status of equipment and services before commencing transfer process
- setting up and starting the transfer process
- monitoring the transfer process
- taking corrective action in response to non-conformance results
- shutting down the process after transfer operations are completed
- conducting work according to environmental and health and safety requirements.

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 of the transfer process and the links between transfer operations and other processes
- basic operating principles of transfer equipment
- equipment used in the transfer process, including:
 - pumps
 - hoses
 - valves

- fixed lines
- fittings
- control instruments
- methods used to monitor the transfer process
- common causes of non-conformance results for product, process and equipment, and corrective action required, including:
 - issues that can be rectified
 - issues that must be reported
- responsibilities for health and safety in the workplace, including:
 - health and safety hazards associated with transfer operations
 - methods for controlling risks associated with health and safety hazards, including confined space entry
- responsibilities for identifying and controlling environmental issues
- responsibilities for ensuring cleanliness of equipment
- workplace procedures and responsibility for:
 - reporting problems
 - shutting down the process
 - cleaning
 - handling waste
 - recording required information.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a wine or beverage production workplace or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - personal protective equipment for transfer operations
 - equipment and materials for transfer operations
 - system for recording and reporting information
- specifications:
 - workplace procedures for transfer operations.

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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