



Australian Government

FBPFSY1001 Follow work procedures to maintain food safety

Release: 1

FBPFSY1001 Follow work procedures to maintain food safety

Modification History

Release	Comments
Release 1	This version released with FBP Food, Beverage and Pharmaceutical Training Package version 1.0.

Application

This unit of competency describes the skills and knowledge required to maintain food safety when carrying out work tasks. Basic food safety practices include personal hygiene and conduct, food handling, housekeeping and waste disposal related to work tasks and responsibilities where work involves routine manual processes and operation of simple automated equipment.

This unit applies to individuals who work alongside a supervisor in most situations and is relevant to a number of job roles throughout food processing industries at various levels.

All work must be carried out to comply with workplace procedures, in accordance with State/Territory food safety requirements that apply to the workplace.

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

Pre-requisite Unit

Nil

Unit Sector

Food Safety (FSY)

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. Handle food safely	1.1 Identify food handling requirements applicable to the workplace 1.2 Carry out food handling as directed 1.3 Maintain the workplace in a clean and tidy state

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
2. Identify, control and report food safety hazards	2.1 Monitor work area, materials, equipment and product routinely to ensure compliance with food safety requirements 2.2 Identify processes, practices or conditions which are not consistent with the food safety program and tell supervisor
3. Comply with personal hygiene standards	3.1 Ensure personal hygiene meets the requirements of the food safety program 3.2 Tell supervisor of any health conditions and illness 3.3 Wear clothing and footwear appropriate for the food handling task 3.4 Follow food safety program requirements when transferring between tasks and locations in the workplace

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	- Interpret workplace food safety procedures and information - Interpret environmental, recycling and waste disposal guidelines
Writing	- Record information on paper-based and electronic media - Report and document health conditions and illnesses
Numeracy	Monitor and interpret food safety information and data
Navigate the world of work	- Apply workplace procedures relevant to own responsibilities - Understand main tasks, responsibilities and boundaries of own role, including use of personal protective clothing and equipment, housekeeping standards and procedures, quality requirements and operating procedures
Interact with others	- Communicate and report information to relevant persons - Ask questions to clarify understanding or seek further information - Cooperate with others to control food safety hazards
Get the work done	- Make routine decisions to correct abnormal food safety issues - Identify and report problems to appropriate personnel

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FBPFSY1001 Follow work procedures to maintain food safety	FDFFS1001A Follow work procedures to maintain food safety	Updated to meet Standards for Training Packages	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 FBPFSY1001 Follow work procedures to maintain food safety

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Performance Evidence

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

There must be evidence that the individual has followed work procedures to maintain food safety on at least one occasion, including:

- locating and following workplace information relating to food safety responsibilities
- monitoring own work and implementing any controls as required by the food safety program, including visual inspections and checks
- following workplace procedures to maintain food safety as required by the food safety program relating to own work
- identifying and correcting or reporting situations that do not meet the requirements of the food safety program and/or could result in unsafe food
- handling, cleaning and storing equipment, utensils, packaging materials and similar items according to the requirements of the food safety program as required by work role
- maintaining personal hygiene consistent with the food safety program
- taking necessary precautions when moving around the workplace and/or from one task to another to maintain food safety
- wearing and maintaining appropriate clothing/footwear as required by work tasks and consistent with the requirements of the food safety program
- reporting health conditions and illness as appropriate according to the food safety program
- handling and/or disposing of out-of-specification or contaminated materials, ingredients and product, waste and recyclable material as required by work responsibilities
- maintaining the work area in a clean and tidy state
- cleaning and sanitising equipment according to workplace procedures
- recording food safety information according to workplace procedures.

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:

- food safety requirements related to work responsibilities, including personal hygiene, requirements and procedures to report illness and safe food handling practices for own work, as well as the possible consequences of not following these procedures
- common types and sources of contamination that occur in the work area, including cross-contamination
- control methods and procedures used in the workplace, including reporting non-compliance and following instructions
- storage and handling requirements for ingredients, materials and product used related to work role
- housekeeping requirements and responsibilities, and use and storage of housekeeping/cleaning equipment
- purpose and importance of cleaning and sanitation procedures
- suitable standard for materials, equipment and utensils used in the work area
- waste collection, recycling and handling procedures relevant to own work responsibilities
- procedures to follow in the event of pest sighting or discovery of infestation
- clothing and footwear requirements for working in and/or moving between food handling areas
- personal clothing maintenance, laundering and storage requirements
- appropriate bandages and dressings to be used when undertaking food handling
- workplace cleaning procedures
- recording/reporting requirements and responsibilities for workplace food safety.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a workplace or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - appropriate clothing and related apparatus
 - reporting and monitoring systems
- specifications:
 - food safety information relating to the workplace, including a food safety program outlining food safety hazards and control methods
 - related work instructions and procedures
 - work tasks and responsibilities
 - cleaning and sanitation policies and procedures.

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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