



Australian Government

FBPFSY4002 Supervise and verify supporting programs for food safety

Release: 1

FBPFSY4002 Supervise and verify supporting programs for food safety

Modification History

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

Application

This unit of competency describes the skills and knowledge required to control hazards that are common in a hazard analysis critical control point (HACCP)-based food safety plan by supervising and verifying food safety, health and hygiene support programs.

This unit applies to individuals working in supervisory roles who identify food safety hazards and the need for and development of support programs, supervise the implementation of support programs, and verify compliance with support programs.

Legislative and regulatory requirements apply to food safety and are enforced through state/territory jurisdictions. Users must check with the relevant regulatory authority before delivery.

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. Establish the role of food safety support programs in the food safety plan	1.1 Draw up a full description of the product 1.2 Identify the intended use and client group for the product 1.3 Identify all steps in the operation, from primary production, processing, manufacture and distribution to the consumer

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	1.4 Identify hazards that can reasonably be expected to occur at each step 1.5 Identify hazard areas that are common to multiple steps in the operation 1.6 Define the need for support programs to control identified hazard areas
2. Develop support programs and procedures	2.1 Define the scope of the health and hygiene program 2.2 Identify microbiological, physical and chemical hazards associated with supplied unprocessed foods and packaging materials, and develop risk controls and safe work procedures 2.3 Identify microbiological, physical and chemical hazards associated with staff handling unpackaged food, and develop risk controls and safe work procedures 2.4 Identify microbiological and physical hazards arising from pest infestations, and develop risk controls and safe work procedures 2.5 Identify microbiological, physical and chemical hazards associated with using the premises and the equipment in them, and develop risk controls and safe work procedures 2.6 Identify chemical hazards associated with the use of cleaning chemicals, and develop risk controls and safe work procedures
3. Document and communicate the requirements of support programs as part of the food safety plan	3.1 Define work performance and establish critical limits for support programs where appropriate 3.2 Explain food safety support program requirements to the team, including regulatory requirements 3.3 Develop team commitment to, and responsibility for, food safety support programs 3.4 Provide induction, training and mentoring to the team to assist implementation of food safety support programs 3.5 Communicate support program requirements and procedures to management and staff through documented procedures, directions and signage
4. Monitor the implementation of support programs within the food safety plan	4.1 Monitor and correct personal behaviour, including hygiene, housekeeping and use of clothing and equipment where necessary 4.2 Monitor critical control points to confirm performance

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	4.3 Check records for completion and accuracy 4.4 Analyse problem areas using appropriate quality improvement tools and techniques 4.5 Identify processes or conditions that could result in breaches of food safety procedures, and take preventive or corrective action
5. Verify compliance with support programs in a food safety plan and address non-compliances	5.1 Verify compliance of the food processing operation for support programs by workplace observation and analysis of records, supported by product testing, if required 5.2 Identify and analyse causes of non-conformance 5.3 Report non-conformance to supervisor 5.4 Update corrective action and control procedures to improve food safety 5.5 Document required amendments to the HACCP plan

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	Accurately interpret food safety program and workplace food safety documents and procedures
Oral communication	Interact effectively with work team
Get the work done	Use problem-solving skills to respond to situations where hazards may not be effectively controlled

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FBPFSY4002	FDFFS4002A	Updated to meet	Equivalent unit

Supervise and verify supporting programs for food safety	Supervise and verify supporting programs for food safety	Standards for Training Packages Missing from unit mapping: Changes to Performance Criteria to clarify intent	
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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 FBPFSY4002 Supervise and verify supporting programs for food safety

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Performance Evidence

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

There must be evidence that the individual has effectively developed, implemented, supervised and verified a minimum of one food safety support program with a small team, in a food processing environment, including:

- implementing procedures for food safety support programs
- communicating the requirements of food safety support programs to workers
- demonstrating and providing leadership in safe food handling and hygienic work practices
- monitoring compliance with food safety support program requirements
- completing records and reports related to the implementation of food safety support programs
- responding to non-compliances in support programs, and taking corrective action.

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:

- current technical and process knowledge required to participate in investigations of food safety/quality hazards, risks and incidents
- common microbiological, physical and chemical hazards to food safety, and related control methods
- the way changes in equipment and/or processing methods can affect food safety hazards and level of risk
- regulatory requirements relating to approved supplier, staff health and hygiene, pest control, cleaning and sanitation, and chemical use programs
- objectives of a HACCP-based food safety system
- steps in the development of a CCP-based food safety system
- steps in the systematic introduction of a CCP-based food safety system
- workplace recall and traceability procedures

- purpose of the CCP development and review process
- purpose, scope and development of procedures for:
 - approved supplier support programs
 - staff health and hygiene support programs
 - pest control support programs
 - cleaning and sanitation support programs
 - chemical use and storage support programs
- document controls associated with a procedure change
- process of auditing and verifying support programs in a HACCP-based food safety system
- health and safety in the workplace, regulatory and workplace requirements.

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:
 - methods and related software systems, as required, for collecting data, analysing data and compiling into a report
- specifications:
 - production process and related equipment, manufacturers' advice and operating procedures
 - a HACCP-based food safety plan for the food processing workplace
- relationships:
 - interactions with work team.

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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