



Australian Government

FBPOPR1004 Prepare basic mixes

Release: 1

FBPOPR1004 Prepare basic mixes

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 combine ingredients and additives in the correct quantities and to operate mixing and blending equipment to prepare basic mixes.

This unit applies to individuals who work alongside a supervisor in most situations and exercise limited autonomy. It has application in a variety of food processing operations, involving basic mixes made using pre-mix ingredients and/or where the knowledge of ingredient sequencing and ingredient characteristics is minimal.

All work must be carried out to comply with workplace procedures, in accordance with State/Territory work health and safety, and food safety regulations, legislation and standards 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

Operational (OPR)

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 for mixing/blending	1.1 Read or listen to work instructions from supervisor and ask for clarification where necessary 1.2 Identify work health and safety hazards and tell supervisor

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	1.3 Use appropriate personal protective equipment as required 1.4 Check that materials are available to meet production requirements 1.5 Identify and measure required ingredients according to workplace procedures 1.6 Enter processing or operating parameters for mixing or blending to meet safety and production requirements 1.7 Check equipment performance and adjust according to operating requirements 1.8 Perform pre-start checks according to operator instructions
2. Operate and monitor the mixing/blending process	2.1 Add ingredients to the mixer in the required quantities to meet recipe specifications 2.2 Start the mixing and blending process according to work health and safety and operating procedures 2.3 Monitor equipment to identify variation in operating conditions and report maintenance requirements 2.4 Monitor the mixing process to confirm that specifications are met 2.5 Identify and report or rectify out-of-specification product and process outcomes 2.6 Maintain a clean and tidy work area according to workplace procedures
3. Shut down the mixing/blending process	3.1 Identify and apply the shut-down procedure safely according to operating procedures 3.2 Identify and report maintenance requirements

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
Navigate the world of work	With guidance, identify main tasks, rights and responsibilities of own role

Skill	Description
	- Follow instructions to complete a limited set of well-defined tasks - Meet a limited range of explicit workplace conventions and protocols
Interact with others	- Ask simple questions and listen carefully to clarify understanding or seek further information - Follow basic communication protocols and conventions - Recognise basic values, beliefs and cultural expectations of others - Follow scripts or use simple templates for routine communication tasks
Get the work done	- Follow simple, clear instructions - Keep track of work activities - Recognise and seek guidance to correct simple problems - Take responsibility for and reflect on low-impact decisions - Recognise and support the application of new ideas

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FBPOPR1004 Prepare basic mixes	FDFOP1004A Prepare basic mixes	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 FBPOPR1004 Prepare basic mixes

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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 prepared basic mixes on at least one occasion, including:

- accessing workplace information to identify mixing and blending requirements
- selecting, fitting and using PPE
- confirming supply of necessary materials and services
- conducting pre-start checks
- adding/loading materials in correct quantities and sequence
- starting, monitoring and checking the blending/mixing process and control points to achieve required outcomes within specification
- monitoring supply and flow of ingredients to and from the blending/mixing process
- pacing mixing/blending to meet production requirements
- taking corrective action in response to out-of-specification results
- responding to and/or reporting equipment failure within level of responsibility
- locating emergency stop functions on equipment
- following procedures to shut down and clean equipment within level of responsibility
- completing workplace records as required
- maintaining work area to meet housekeeping standards
- using simple process control screens according to enterprise procedures
- following work health and safety 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:

- basic functions and operating principles of equipment used
- services required and action to take if services are not available
- the flow of the mixing process and the effect of mix preparation on downstream processes

- ingredient handling requirements and shelf-life/coding
- quality characteristics required of ingredients used
- required attributes of the mixed/blended output
- the effect of the mixing/blending parameters
- contamination/food safety risks associated with the process and related control measures, including product compatibility and cross-contamination risks, and associated cleaning requirements
- operating requirements and parameters, and corrective action required, where operation is outside specified operating parameters
- procedures and responsibility for reporting production and performance information
- work health and safety hazards and controls
- shutdown and cleaning procedures, including isolation, lock-out and tag-out procedures and responsibilities
- environmental issues and controls, including waste/rework collection and handling procedures related to the process
- cleaning and sanitation procedures for preparing basic mixes.

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:
 - personal protective clothing and equipment
 - mixing/blending process equipment, services and related storage facilities as required
 - ingredients and additives required for the mixing/blending process
 - sampling schedules, and test procedures and equipment as required
 - cleaning procedures, materials and equipment as required
 - items of equipment to be operated and relevant materials, consumables and services
 - workplace records and forms as required
 - cleaning procedures, materials and equipment as required
- specifications:
 - work procedures, including advice on safe work practices, food safety, quality and environmental requirements
 - information on equipment capacity and operating parameters
 - production schedule/batch/recipe instructions
 - specifications, control points and processing parameters
- relationships (internal and/or external):
 - person/s with whom to communicate.

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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