



Australian Government

FBPOPR2001 Work effectively in the food processing industry

Release: 1

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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 work effectively in the food processing industry by applying an understanding of the structure of the industry, workplace policies and procedures, and conditions relevant to the level of responsibility.

This unit applies to individuals who perform a defined range of routine and predictable activities under general supervision and exercise limited autonomy and accountability in any sector of the food processing industry.

All work must be carried out to comply with workplace procedures, in accordance with State/Territory work health and safety 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. Identify the food processing industry	1.1 Identify sectors within the food processing industry 1.2 Identify key sector representatives and their roles 1.3 Understand workplace procedures common to employment in the sector

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 types of employment and key responsibilities in the food processing industry
2. Identify key production processes and supply chains	2.1 Recognise raw materials used in the workplace and their source 2.2 Recognise the range of products produced in the workplace 2.3 Identify workplace production processes for converting materials into products 2.4 Identify common products and supply chains in the food processing industry
3. Carry out work responsibilities according to policies and procedures	3.1 Operate according to basic conditions of employment 3.2 Apply workplace policies and procedures when carrying out work role 3.3 Identify rights, responsibilities and legal obligations relevant to own role 3.4 Identify key personnel and their roles in the workplace 3.5 Apply employability skills required for working effectively 3.6 Recognise the consequences of not following workplace environmental and safety policies and practices
4. Take responsibility for own skill development	4.1 Identify the skills required for work role and assess learning needs 4.2 Participate in opportunities for skill development 4.3 Take responsibility for own work tasks and role 4.4 Monitor own work against workplace standards and identify areas for improvement and take action 4.5 Use basic problem-solving strategies to address problems, inconsistencies or concerns when fulfilling work role

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
Navigate the world of work	• 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 to contribute to basic workgroup processes • Recognise basic values, beliefs and cultural expectations of others • Use simple templates for routine tasks
Get the work done	• Recognise simple problems and seek guidance to correct • 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
FBPOPR2001 Work effectively in the food processing industry	FDFOP2001A Work effectively in the food processing industry	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 FBPOPR2001 Work effectively in the food processing industry

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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 worked effectively in the food processing industry on at least one occasion, including:

- identifying information on conditions of employment and workplace policies and procedures
- identifying and locating materials/storage areas in the workplace relevant to work role, and identifying special storage conditions
- identifying and locating production and packing processes/main work areas in the workplace
- displaying appropriate behaviour when interacting with others and moving around the workplace
- explaining employee responsibilities
- explaining the dispute resolution procedures in the workplace
- explaining the flow of product from receipt to sale in own workplace
- explaining the nature and role of work instructions and standard operating procedures (SOPs)
- explaining the principles of equal employment opportunity (EEO) and policies to prevent sexual harassment and other forms of discrimination
- following relevant workplace policies
- identifying and explaining the relevance of work health and safety and regulatory requirements for food industry employees
- identifying workplace employment conditions
- identifying relevant workplace requirements, policies and procedures and explaining their implications for trainees
- listing the markets where products are distributed
- naming the products produced in own workplace
- outlining enterprise ethical standards and requirements for interacting with other employees and staff

- relating to others in an effective and non-discriminatory way, showing mutual respect
- applying environmental practices.

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:

- workplace structure and key personnel
- rights and responsibilities of employees as defined in employment conditions
- workplace policies and procedures relating to work responsibilities, including areas covered by legislation and related responsibilities
- appropriate personal conduct in a work area, including minimum clothing and personal hygiene standards when entering and moving around a food processing area in order to protect both employees and product safety, and behaving appropriately towards others in the work area
- industrial representation arrangements
- site security arrangements, including responsibility to report when coming on-site and off-site
- site layout, including main facilities, including canteens, parking areas, storage areas, processing and packing areas and location of emergency exits and assembly areas
- the main products/product range produced in the workplace
- work health and safety hazards and controls in the workplace
- stages and processes used to manufacture and package products
- personal reporting roles and responsibilities.

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:
 - site maps
 - workplace access
- specifications:
 - workplace policies, codes of practice, procedures, structure and personnel
 - work roles and responsibilities, training and career information
 - conditions of employment and entitlements.

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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