



Australian Government

FBPOPR2002 Inspect and sort materials and product

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 inspect and sort product and incoming materials ready for processing.

This unit has application in a production environment within the food processing industry. Inspection at this level is typically limited to visual inspection.

This unit applies to individuals who work under general supervision and exercise limited autonomy with some accountability for their own work. This includes identifying and providing solutions to a limited range of predictable problems.

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

No occupational licensing, legislative or certification requirements are known to 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. Inspect materials and product to confirm fitness for use	1.1 Read or listen to work instructions from supervisor and clarify where required 1.2 Identify work health and safety hazards and report to 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 Wear appropriate personal protective equipment and ensure correct fit 1.4 Confirm the type and quality requirements of materials and product according to workplace procedures 1.5 Convey or transfer materials and product to required locations
2. Sort materials and product	2.1 Inspect materials and product to confirm quality requirements are met 2.2 Sort product and incoming materials to meet production requirements 2.3 Identify and report unacceptable quality according to workplace procedures 2.4 Maintain a clean and tidy workplace according to workplace and safety 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	- Interpret workplace and standard operating procedures relevant to job role - Interpret material and product instructions and requirements
Navigate the world of work	- Follow workplace procedures, including work health and safety requirements, relating to own role and work area - Demonstrate a duty of care to self and others
Interact with others	- Communicate effectively and cooperate with supervisor and co-workers, including reporting problems - Use active listening and questioning to clarify and confirm supervisor instructions
Get the work done	- Follow instructions and make routine decisions related to materials and product inspection and sorting - Maintain a clean and hazard-free work area - Maintain hygiene standards and wear required personal protective

Skill	Description
	equipment Identify out-of-specification or non-conforming product and follow procedures to separate unacceptable product

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FBPOPR2002 Inspect and sort materials and product	FDFOP2002A Inspect and sort materials and product	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 FBPOPR2002 Inspect and sort materials and product

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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 inspected and sorted product and incoming materials, on at least one occasion, including:

- accessing workplace information on materials specification/quality requirements
- selecting, fitting and using personal protective equipment
- inspecting quality of materials to confirm compliance with quality specifications, including:
 - product type and quantity
 - product condition, such as identifying any bruising, discolouration or other damage, confirming product is clean, and checking size and weight
- identifying out-of-specification or non-conforming product and following procedures to separate unacceptable product
- responding to and/or reporting equipment failure within level of responsibility
- maintaining work area to meet housekeeping standards
- completing workplace records as required according to workplace procedures
- procedures for operating materials transfer equipment as required according to workplace 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:

- purpose and standards to be met by the inspection and sorting process, including criteria and specifications as they apply to inspection and sorting requirements
- the relationship between visual inspection and sorting and other inspection procedures, such as those that may be conducted by a laboratory or at subsequent processing stages

- typical causes of unacceptable or out-of-specification product, including causes of product damage that can occur prior to arrival at the plant and as part of the handling process
- the stages that occur in the inspection and sorting process and their effect on product, such as in-line cleaning or conditioning and product or materials transfer stages
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- contamination/food safety risks associated with the sorting process and related control measures
- work health and safety hazards and controls, including the limitations of protective clothing and equipment relevant to the work process
- procedures and responsibility for reporting production and performance information
- environmental issues and controls relevant to equipment operation, including waste collection and handling procedures related to the process
- basic operating principles of equipment used, where relevant, including main equipment components, status and purpose of guards, emergency stop, isolation and lock-out controls, equipment operating capacities and applications
- services required and action to take if services are not available
- recording procedures and responsibilities for inspecting and sorting materials and product.

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:
 - product and incoming materials
 - appropriate personal protective equipment and other equipment
 - reporting and monitoring systems
- specifications:
 - workplace information on materials specification/quality requirements
 - work instructions and procedures
 - basic operating principles of equipment.

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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