



Australian Government

FBPOPR2017 Operate a blending, sieving and bagging process

Release: 1

FBPOPR2017 Operate a blending, sieving and bagging process

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 set up, operate, adjust and shut down a blending, sieving and bagging process.

This unit applies to individuals who work under general supervision and exercise limited autonomy blending and bagging of dry goods as bulk blends or for use in food service. This process is typically used for the blending and packaging of low-moisture products, including dry flavours and marinades, donut mix, cake mix, bakery ingredients, batters, cheese powders, spice mixes and herb blends.

All work must be carried out to comply with workplace procedures, in accordance with State/Territory work health and safety, and food safety, and environmental 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 work in processing area	1.1 Read or listen to work instructions from supervisor and clarify where needed 1.2 Identify work health and safety hazards and inform 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 that materials are available according to operating requirements 1.5 Identify and confirm workplace cleaning and maintenance requirements and status
2. Prepare the blend, sieve and bagging equipment and process for operation	2.1 Fit and adjust machine components and related attachments to meet safety and operating requirements 2.2 Enter processing and operating parameters as required to meet safety and production requirements 2.3 Load or position materials, ingredients, product and consumables according to operating requirements 2.4 Carry out pre-start checks, adjusting equipment performance according to operator instructions
3. Operate and monitor the blend, sieve and bagging process	3.1 Deliver ingredients to the blender in the required quantities and sequence to meet recipe specifications according to workplace and food safety procedures 3.2 Start, operate and monitor the process for variation in operating conditions according to workplace procedures, including safety requirements 3.3 Monitor the process to confirm that ingredients are blended, sieved and bagged to meet specifications 3.4 Identify, rectify and report out-of-specification equipment, product or process outcomes according to workplace requirements 3.5 Follow and apply workplace cleaning and environmental working procedures
4. Shut down the blend, sieve and bagging process	4.1 Identify the appropriate shutdown procedure, and implement 4.2 Identify and report routine maintenance requirements 4.3 Maintain workplace records in required format

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 information relevant to job role
Writing	Record operating, routine maintenance and shutdown information
Numeracy	Monitor and interpret production and process control indicators and data
Navigate the world of work	Apply workplace procedures to own role and responsibilities
Interact with others	- Report operational and safety information in required format - Use suitable modes of communication to confirm understanding when conducting operational start-up and shutdown procedures
Get the work done	- Carry out tasks in correct sequence - Respond to problems directly related to own role according to procedures

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FBPOPR2017 Operate a blending, sieving and bagging process	FDFOP2017A Operate a blending, sieving and bagging process	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 FBPOPR2017 Operate a blending, sieving and bagging process

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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 operated a blending, sieving and bagging process on at least one occasion, including:

- accessing workplace information to identify processing requirements
- selecting, fitting and using personal protective equipment
- confirming supply of necessary packaging components/consumables, materials and services
- conducting pre-start checks, including:
 - inspecting equipment condition to identify any signs of wear
 - selecting appropriate settings and/or related parameters
 - cancelling isolation or lock-outs as required
 - confirming that related equipment is clean and correctly configured for processing requirements
 - positioning sensors and controls correctly
 - ensuring scheduled maintenance has been completed and all safety guards are in place and operational
- starting, operating, monitoring and adjusting process equipment to achieve required outcomes, including monitoring control points and conducting inspections, as required, to confirm process remains within specification, including:
 - characteristics of blend
 - flow to sieves
 - sieve/screen condition
 - supply of packaging components/consumables
 - integrity of finished seals (stitching or thermal)
- monitoring and regulating the supply and flow of materials to and from the process
- 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 isolation and lock-out/tag-out procedures as required to take process and related equipment off-line in preparation for cleaning and/or maintenance within level of responsibility
- demonstrating batch/product changeovers
- completing workplace records as required
- maintaining work area to meet housekeeping standards
- cleaning and sanitising equipment according to enterprise procedures
- following relevant 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 basic principles of the process, including the method and sequence of ingredient addition required to achieve required blend characteristics
- the purpose of packaging and the properties required of packaging materials used, coding requirements, and related legal requirements, including product weight
- basic operating principles of equipment, including main equipment components, status and purpose of guards, equipment operating capacities and applications, and the purpose and location of sensors and related feedback instrumentation
- services required and action to take if services are not available
- the flow of this process and the effect of outputs on downstream processes
- quality characteristics required of process outputs, including packaging quality and seal integrity as required
- effect of variation in inputs, including ingredient quality/condition, packaging components/consumables and/or services, on process performance
- operating requirements and parameters, and corrective action required where operation is outside specified operating parameters
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems, including sieve or screen damage
- methods used to monitor the process, including monitoring blend characteristics and weights
- inspection or test points (control points) in the process and the related procedures and recording requirements
- contamination/food safety risks associated with the process and related control measures, including product compatibility, cross-contamination risks and associated cleaning requirements
- common causes of variation and corrective action required, including procedures to manage the reprocessing (return to blend) of the first part of the blend to minimise non-conforming output
- work health and safety hazards and controls relevant to the blending, sieving and bagging process

- requirements of different shutdowns as appropriate to the process and workplace production/packaging requirements, including emergency and routine shutdowns, and procedures to follow in the event of a power outage
- isolation, lock-out and tag-out procedures and responsibilities
- procedures and responsibility for reporting production and performance information
- environmental issues and controls relevant to the process, including waste/rework collection and handling procedures related to the process
- basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment
- cleaning and sanitation procedures for a blending, sieving and bagging process.

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
 - blending, sieving and bagging equipment and services
 - materials to be processed, and packaging components/consumables
 - sampling schedules and test procedures and equipment
 - cleaning procedures, materials and equipment
- 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 instructions
 - specifications, control points and operating parameters
 - documentation and recording requirements 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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