



Australian Government

Assessment Requirements for FBPOPR2026 Operate a forming or shaping process

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

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 forming or shaping process on at least one occasion, including:

- accessing workplace information to identify biscuit forming process requirements
- selecting, fitting and using PPE
- confirming supply and condition of necessary materials and services, including transferring and loading dough into hoppers
- confirming condition of dough, including:
 - dough type matches product specification
 - dough temperature, consistency/texture, moisture level, weight and colour
 - dough standing time
 - dough supply/quantities
- 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 any scheduled maintenance has been carried out
 - confirming that all safety guards are in place and operational
- confirming setting selection, including:
 - setting parameters for process type
 - setting equipment speeds
 - adjusting roller and web settings (as required)
 - adjusting depositing/extrusion settings (as required)

- starting, operating, monitoring and adjusting process equipment to achieve required outcomes, including control points and conducting inspections as required to confirm process remains within specification, including:
 - biscuit size, shape and thickness
 - biscuit weight
 - dough temperature
- forming product to specification, including conducting a trial run in preparation for production run
- monitoring 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
- conducting product/batch changeovers
- locating emergency stop functions on equipment
- shutting down equipment in response to an emergency situation
- 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
- completing workplace records as required
- maintaining work area to meet housekeeping standards
- using process control systems according to workplace procedures
- cleaning and sanitising equipment according to workplace 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 biscuit forming
- basic operating principles of equipment, including:
 - main equipment components
 - status and purpose of guards
 - equipment operating capacities and applications
 - the purpose and location of sensors and related feedback instrumentation
- services required and action to take if services are not available
- the flow of the biscuit forming process and the effect of outputs on downstream processes
- effect of dough quality on process outcomes
- quality characteristics to be achieved by the process
- quality requirements of materials and effect of variation on process performance
- operating requirements and parameters and corrective action required where operation is outside specified operating parameters, including procedures for incorporating reworked dough and procedures for mending webs as required
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems

- methods used to monitor the production process, including inspecting, measuring and testing as required by the process
- 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
- common causes of variation and corrective action required
- work health and safety hazards and controls relevant to operating a forming or shaping process
- requirements of different shutdowns as appropriate to the process and workplace production 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, including the relationship between control panels and systems and the physical equipment
- cleaning and sanitation procedures for biscuit forming and shaping equipment.

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
 - forming process and related equipment and services
 - biscuit dough to be formed
 - sampling and testing schedules and procedures 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 and recipe/batch instructions
 - specifications, control points and processing parameters
 - documentation and recording procedures
 - cleaning procedures, materials and equipment.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4>