



Australian Government

Assessment Requirements for FBPOPR2027 Dispense non-bulk ingredients

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 dispensed non-bulk ingredients on at least one occasion, including:

- accessing workplace information to identify dispensing requirements
- selecting, fitting and using personal protective equipment, including use of breathing apparatus and fume cabinets
- confirming supply of necessary raw materials, including checking ingredient type, grade, quantity, use-by codes and quality clearance
- carrying out visual inspections and tests to confirm that raw materials are appropriate for use
- conducting pre-start checks on equipment, including:
 - inspecting the condition and cleanliness of equipment and utensils
 - taring scales and carrying out any related procedures to confirm that equipment is accurately calibrated and fit for use
 - confirming that any scheduled maintenance has been carried out
- identifying out-of-specification or unacceptable ingredient condition, and taking appropriate corrective action
- measuring materials and additives within specified accuracy range
- taking corrective action in response to out-of-specification results
- pacing dispensing to meet production requirements
- packing and labelling dispensed materials as required
- following labelling procedures, including identifying batch numbers, dates of preparation, contents and use-by information
- reconciling and recording materials dispensed against materials released, and returning unused materials to storage as required
- cleaning dispensing equipment and utensils according to workplace procedures
- responding to and/or reporting equipment failure within level of responsibility

- completing dispensing records by workplace recording system
- maintaining work area to meet housekeeping standards
- using basic equipment to support the dispensing process 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:

- quality characteristics and related handling requirements of raw materials/ingredients and additives used, including best-by/use-by codes, ingredient compatibility and common allergens used
- storage requirements and shelf-life of ingredients and additives, including ingredients with special storage and handling requirements and including hygroscopic ingredients
- relevant legislative responsibilities and workplace systems for recording and tracing the use of ingredients and additives and related workplace labelling requirements and purpose
- the relationship between the dispensing process and related operations, including accuracy and tolerance and consequence of error
- purpose, measuring and accuracy capacity of instrumentation and related equipment calibration responsibilities and procedures
- control points in the dispensing process
- contamination and food safety issues associated with dispensing and related control measures
- procedures for requisitioning, receiving and returning ingredients from stores
- typical equipment faults and related causes, including signs and symptoms of faulty equipment and early warning signs of potential problems
- work health and safety hazards and controls, including the limitations of protective clothing and equipment relevant to the work process
- cleaning, care and storage of equipment and instrumentation used for dispensing non-bulk ingredients
- procedures and responsibility for reporting production and performance information
- environmental issues and controls relevant to the dispensing process, including waste collection and handling procedures related to the 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
 - dispensing instrumentation and equipment

- containers, bags, labelling and storage facilities
- raw materials, ingredients and additives to be dispensed
- sampling schedules and test procedures and equipment as required
- specifications:
 - work procedures, including advice on safe work practices, food safety, quality and environmental requirements, stock flow systems, production schedules, batch and recipe instructions
 - information on equipment and instrumentation capacity and operating parameters
 - dispensing schedule or batch instructions
 - documentation and recording requirements and procedures
 - cleaning and sanitation 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>