



Australian Government

FBPOPR2096 Follow procedures to maintain good manufacturing practice in food processing

Release: 1

FBPOPR2096 Follow procedures to maintain good manufacturing practice in food processing

Modification History

Release	Comments
Release 1	This version released with FBP Food, Beverage and Pharmaceutical Training Package Version 6.0.

Application

This unit of competency describes the skills and knowledge required to comply with relevant good manufacturing practice (GMP) requirements and workplace quality standards in a food or beverage processing facility.

The unit applies to individuals who follow GMP requirements to undertake routine food processing work, under supervision.

All work must be carried out to comply with workplace procedures according to state/territory health and safety, environmental and food safety regulations, legislation and standards that apply to the workplace.

No 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 requirements of GMP related to own work	1.1 Locate sources of information on GMP requirements in the workplace 1.2 Identify GMP requirements for food processing work

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 Confirm specific GMP requirements for own work
2. Prepare for work	2.1 Ensure personal hygiene meets GMP requirements 2.2 Prepare, use, store and dispose of personal protective equipment and contamination prevention clothing according to GMP requirements and workplace procedures 2.3 Comply with area entry and exit procedures when moving around the workplace
3. Follow GMP requirements when carrying out work activities	3.1 Routinely monitor work area, materials and equipment to ensure compliance with GMP requirements 3.2 Handle raw materials, product and packaging components according to GMP requirements and workplace procedures 3.3 Identify contamination and follow appropriate control measures relating to work responsibilities and GMP requirements 3.4 Identify processes, practices or conditions that are inconsistent with GMP requirements, and report according to workplace procedures 3.5 Maintain workplace cleanliness and tidiness to meet GMP requirements 3.6 Conduct work according to food safety and environmental procedures 3.7 Complete documentation according to workplace 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	Identify and comprehend information about GMP requirements
Writing	Record workplace information using digital and/or paper-based formats

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
FBPOPR2096 Follow procedures to maintain good manufacturing practice in food processing	Not applicable	The unit has been created to address a skill or task required by industry that is not covered by an existing unit	Newly created

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 FBPOPR2096 Follow procedures to maintain good manufacturing practice in food processing

Modification History

Release	Comments
Release 1	This version released with FBP Food, Beverage and Pharmaceutical Training Package Version 6.0.

Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has followed work procedures to maintain good manufacturing practice (GMP) in food processing work, and demonstrated each of the following points at least once:

- locating and following workplace information relating to GMP responsibilities
- maintaining good personal hygiene consistent with GMP requirements, including at least:
 - making team leader or supervisor aware of reportable illness
 - appropriate wearing of jewellery and makeup
- using appropriate work methods and personal protective clothing and equipment to prevent contamination and cross-contamination of raw materials and ingredients
- using and storing personal clothing and footwear consistent with GMP requirements and workplace procedures
- following workplace procedures when moving around the workplace to maintain GMP
- following GMP requirements when carrying out work functions
- identifying and responding to performance that fails to meet GMP requirements, including:
 - making adjustments
 - reporting to relevant personnel
- appropriately handling and disposing of materials that are contaminated or non-conforming
- identifying and reporting a situation that could compromise GMP requirements
- maintaining work area in a clean and tidy state
- following workplace procedures for traceability.

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:

- sources of advice on GMP requirements in relation to own work
- regulatory frameworks relevant to food processing:
 - Food Standards Code, relevant to work role and products
 - state and territory Food Acts and their associated regulations
 - hazard analysis and critical control point (HACCP) principles for the workplace
- the role of GMP in preventing contamination, cross-contamination and potential implications of non-compliance
- the relationship between GMP and the quality system, including:
 - personnel responsible for designing and managing GMP
 - personal role to maintain GMP
 - the role of internal and external auditors
- personal protective clothing and equipment requirements, including rules around removal of clothing when moving between areas of different risk
- personal protective clothing and footwear use, condition, storage and disposal requirements
- storage and handling requirements for raw materials, product and packaging components relevant to work role
- common microbiological, physical, chemical and allergen hazards related to the foods handled in the work area, including the types of hazards likely to occur, the conditions under which they occur, possible consequences, and control methods to prevent occurrence
- control methods and procedures used in the work area to maintain GMP, including:
 - the purpose of control
 - the consequences of lack of control
 - control monitoring
- performance that is unacceptable or fails to meet specifications
- actions required in response to non-conformance
- workplace environmental procedures
- workplace procedures for reporting and recording information.

Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:

- physical conditions:
 - a food or beverage processing workplace or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - personal protective clothing and equipment
 - cleaning products
 - food processing equipment
- specifications:

- GMP information relating to the workplace
- reporting and monitoring systems
- workplace instructions and procedures
- relationships:
 - supervisor.

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>