



Australian Government

FBPOPR3021 Apply good manufacturing practice requirements in food processing

Release: 1

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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 apply GMP requirements to operations in a food or beverage processing environment. Individuals work under broad direction and take responsibility for their own work.

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 GMP as a regulatory concept	1.1 Locate sources of information relevant to work role from current regulatory frameworks for processing food and/or beverages 1.2 Locate sources of information relevant to work role relating to

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	GMP compliance
2. Identify requirements of GMP related to own work	2.1 Locate sources of information on GMP requirements in the workplace 2.2 Identify GMP requirements for food and/or beverage processing 2.3 Confirm specific GMP requirements for own work 2.4 Identify GMP non-compliant situations and risks to product quality and safety 2.5 Alert relevant personnel and take appropriate action according to GMP requirements and workplace procedures
3. Ensure personal hygiene and conduct meet GMP requirements	3.1 Maintain personal hygiene, including hand washing, to meet GMP requirements 3.2 Use, store and dispose of personal protective equipment according to GMP requirements and workplace procedures 3.3 Comply with area entry and exit procedures when moving around the workplace
4. Apply GMP requirements when carrying out work activities	4.1 Identify common forms of contamination and cross-contamination 4.2 Conduct work according to food safety and environmental procedures 4.3 Maintain workplace cleanliness and tidiness to meet GMP requirements 4.4 Identify and report signs of unacceptable plant or equipment condition 4.5 Identify GMP requirements for routinely monitoring work area, materials, equipment and product 4.6 Complete documentation according to workplace procedures
5. Participate in improving GMP	5.1 Identify processes, practices or conditions that are inconsistent with GMP requirements, and report according to workplace procedures 5.2 Identify elements of GMP that help improve products and processes 5.3 Implement corrective action within level of responsibility

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 about GMP compliance requirements in workplace documents
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
FBPOPR3021 Apply good manufacturing practice requirements 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 FBPOPR3021 Apply good manufacturing practice requirements in food processing

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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 applied good manufacturing practice (GMP) requirements to food and/or beverage processing work, and demonstrated each of the following points at least once:

- following workplace information relating to GMP responsibilities
- completing forms according to GMP and traceability requirements
- maintaining workplace cleanliness and tidiness to meet GMP requirements
- maintaining personal hygiene consistent with GMP requirements
- using appropriate work methods and personal protective clothing and equipment to prevent contamination and cross-contamination.

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:

- GMP as a regulatory concept, including regulatory obligations of employees, and the potential implications of non-compliance
- GMP practices that cover the processing chain
- legal requirement to produce food that is safe for human consumption
- Australian and other applicable regulatory frameworks relevant to the safe processing of food:
 - 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
- industry references to guide best practice management of hazards in food

- 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
- contamination/cross-contamination and food safety risks associated with the process, and related control measures
- definition of allergen cross-contact as a residue or other trace amount of a food allergen that is unintentionally incorporated into another food
- how allergen cross-contact occurs, which can be from ingredients, raw materials, personnel, inadequate cleaning of equipment, or shared equipment
- implications of not reporting illness and not following jewellery and make-up policies
- inspection or test points (control points) in the process and the related procedures and recording requirements
- the relationship between GMP and the food safety and quality systems, and the consequences of not following procedures, including:
 - personnel responsible for designing and managing GMP
 - personal role to maintain GMP
 - the role of internal and external auditors
 - quality assurance
 - quality control
 - risk management procedures
- personal protective clothing and equipment use, storage and disposal requirements and hygiene requirements
- personal protective equipment, clothing and footwear requirements for working in and moving between work areas
- workplace cleaning standards and responsibilities relating to own work, including:
 - waste collection
 - recycling, safe handling and disposal of different types of waste
 - safe handling and disposal of hazardous waste
- properties, handling and storage requirements of:
 - raw materials
 - packaging materials
 - final product
- GMP requirements for maintaining plant and process equipment
- GMP requirements for transferring of equipment and material between areas
- procedures for responding to out-of-specification or unacceptable process performance or outcomes
- controls to protect personnel and the environment from contamination by products and materials.

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 requirements
 - workplace reporting procedures
 - workplace procedures related to GMP
 - workplace environmental procedures.

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

Links

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