



Australian Government

MSL934001 Contribute to the ongoing development of HACCP plans

Release: 1

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Modification History

Release 1. Supersedes and is equivalent to MSL934001A Contribute to the ongoing development of HACCP plans

Application

This unit of competency covers the ability to collect and analyse data obtained from hazard analysis and critical control points (HACCP) records. Personnel are required to implement approved corrective actions and complete the review and update of documents and systems related to HACCP plans.

This unit of competency is applicable to technical assistants working in the food processing, manufacturing and pharmaceutical industry sectors. This unit of competency is relevant to experienced technical officers who may work individually or as part of a team. Members of a HACCP team contribute a range of expertise and relevant technical support. They would normally share responsibilities for the development of a HACCP plan.

While no specific licensing or certification requirements apply to this unit at the time of publication, laboratory operations are governed by relevant legislation, regulations and/or external accreditation requirements. Local requirements should be checked

Pre-requisite Unit

Nil

Competency Field

Quality

Unit Sector

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

1 Review existing HACCP plans

- 1.1 Collect data and results from HACCP records
- 1.2 Identify major and minor non-conformances to the

HACCP plan	
	1.3 Monitor critical control points to confirm performance
	1.4 Analyse problem areas using appropriate quality improvement tools and techniques
	1.5 Suggest corrective actions and strategies to prevent recurrence of the problem
	1.6 Document required amendments to the HACCP plan
	1.7 Report and present recommendations to appropriate personnel
2	Provide support for the implementation of HACCP plans
	2.1 Analyse roles, duties and current competency of associated personnel in relation to HACCP responsibilities
	2.2 Identify training needs and skill development in relation to the successful implementation of the HACCP plan and assist with delivery
	2.3 Maintain resource requirements to support HACCP plan
3	Review the implementation plan
	3.1 Implement any approved recommendations
	3.2 Update any changes to the documents
	3.3 Validate the effectiveness of changes to the HACCP plan

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Standards, codes, procedures and/or workplace requirements

Standards, codes, procedures and/or workplace requirements include the latest version of one or more of:

- Australian and international standards, legislation, regulations and codes, such as Australia New Zealand Food Standards (ANZFS) Code, Australian code of good manufacturing practice for medicinal products (GMP), and principles of good laboratory practice (GLP)
- national work health and safety (WHS) standards and codes of practice, and state/territory/national legislation covering food and pharmaceutical safety
- workplace plans, such as food safety plans and/or pharmaceutical safety requirements, HACCP plans/documents/procedures, product safety plan and production/quality procedures/requirements
- workplace documents, such as standard operating procedures (SOPs), quality and equipment manuals, calibration and maintenance schedules, material safety data sheets (MSDS) and safety procedures, material, production and product specifications, production and laboratory schedules, workplace recording and reporting procedures, waste minimisation and safe disposal procedures, work instructions, recording sheets and result forms

Products/materials handled by laboratory assistants

Products/materials handled by laboratory assistants include one or more of:

- raw materials, ingredients, food additives, adjuncts/process aids and finished product
- consumables, such as chemicals

WHS and environmental management requirements

WHS and environmental management requirements include:

- complying with WHS and environmental management requirements at all times, which may be imposed through state/territory or federal legislation. These requirements must not be compromised at any time
- applying standard precautions relating to the potentially hazardous nature of samples
- accessing and applying current industry understanding of

infection control issued by the National Health and Medical Research Council (NHMRC) and State and Territory Departments of Health, where relevant

Unit Mapping Information

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Links

MSA Training Package Implementation Guides - <http://mskills.org.au/training-packages/info/>