



Australian Government

Department of Education, Employment and Workplace Relations

MTMMP83C Establish sampling program

Release: 1

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Modification History

Unit Descriptor

This unit covers the skills and knowledge required to establish a sampling program in a meat processing plant.

Application of the Unit

This unit is applicable to Quality Assurance (QA) personnel and regulatory officers required to:

- establish a sampling plan for testing or monitoring meat and meat products
- prepare aseptic samples for testing
- report on testing results.

Licensing/Regulatory Information

Pre-Requisites

Employability Skills Information

The required outcomes described in this unit of competency contain applicable facets of Employability Skills. The Employability Skills Summary of the qualification in which this unit of competency is packaged will assist in identifying Employability Skill requirements.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency.

Performance Criteria describe the required performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

Elements and Performance Criteria

Element	Performance Criteria
1 Establish and implement a valid sampling plan	1.1 Sampling tables from AS 1199.1-2003 and AS 1199.0-2003 are recognised and used. 1.2 Items and purpose of sampling are determined. 1.3 Acceptable quality levels are determined in accordance with relevant Australian Standards. 1.4 Sampling plans are determined. 1.5 Sampling is conducted according to workplace requirements. 1.6 Test results are recorded and monitored. 1.7 Test results are interpreted and reported to relevant personnel.

Required Skills and Knowledge

This describes the essential skills and knowledge required for this unit. Where bold italicised text is used, further information is detailed in the Range Statement.

Apply **mathematical** skills to a level required to undertake accurate sampling.

Demonstrate ability to work effectively as an individual and as part of a team.

Demonstrate aseptic sampling techniques (for micro-sample or swabs).

Describe the routine tests performed on meat or meat products in the plant.

Establish a sampling plan according to relevant Australian Standards.

Identify and apply relevant **OH&S, regulatory** and **workplace requirements**.

Identify and explain the requirements of relevant Australian Standards.

Outline the preparation and analysis of specimens or samples.

Record sampling information accurately to meet workplace and regulatory requirements.

Report test results promptly to relevant personnel.

Take action to improve work performance as a result of self-evaluation, feedback from others, or in response to changed work practices or technology.

Use relevant **communication skills**.

Utilise available workplace technology to establish, record and monitor sampling program data.

Evidence Guide

The Evidence Guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for this Training Package.

Overview of assessment

The meat industry has specific and clear requirements for evidence. A minimum of three forms of evidence is required to demonstrate competency in the meat industry. This is specifically designed to provide evidence that covers the demonstration in the workplace of all aspects of competency over time.

These requirements are in addition to the requirements for valid, current, authentic and sufficient evidence.

Three forms of evidence means three different kinds of evidence - not three pieces of the same kind. In practice it will mean that most of the unit is covered twice. This increases the legitimacy of the evidence.

All assessment must be conducted against Australian meat industry standards and regulations

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Competency has to be demonstrated using the current Australian Standard and implementing an approved workplace procedure.

Context of and specific resources for assessment

Assessment must involve a demonstration of skills at a meat processing plant or related work situation.

Method of assessment

Recommended methods of assessment are:
assignment

quiz of underpinning knowledge

simulation

verified work log or diary

workplace demonstration of competency for the assessor

workplace project

workplace referee or third party report of performance over time.

Assessment practices should take into account any relevant language or cultural issues related to Aboriginality, gender, or language backgrounds other than English. Language and literacy demands of the assessment task should not be higher than those of the work role.

Guidance information for assessment

Resource materials available from MINTRAC, telephone 1800 817 462.

Range Statement

RANGE STATEMENT

The Range Statement relates to the Unit of Competency as a whole. It allows for different work environments within the meat industry and situations that may affect performance. This includes any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts. Bold italics wording in the Elements and Performance Criteria, and Required Skills and Knowledge, is detailed below.

Sampling plans may include:	- a range of sampling points - a range of tests and procedures - different products or materials - test methods or procedures which may be developed to meet enterprise and/or regulatory or certification requirements.
Sampling may include:	- selecting carcasses to visually inspect - selecting carcasses, meat or food contact surfaces to take micro-swabs - selecting cartons to visually inspect.
Reports may:	- be presented orally or in writing in standard formats - be recorded and stored electronically or manually - contain complex information from several sources - include mathematical information - include technical, mathematical and workplace language.
Mathematical information and operations may relate to:	- deviations, norms, variations, acceptable limits and tolerances - digital or analogue controls, dials, measures frequency - test results and readings, monitoring data.
OH&S requirements may include:	- enterprise OH&S policies, procedures and programs - OH&S legal requirements - Personal Protective Equipment (PPE) which may include:

- coat and apron
- ear plugs or muffs
- eye and facial protection
- head-wear
- lifting assistance
- mesh apron
- protective boot covers
- protective hand and arm covering
- protective head and hair covering
- uniforms
- waterproof clothing
- work, safety or waterproof footwear

requirements set out in standards, codes of practice etc.

Regulatory requirements may include:

- Export Control Act
- hygiene and sanitation requirements
- relevant Australian Standards
- relevant regulations
- requirements set out in AS 4696:2002
Australian Standard for Hygienic Production
and Transportation of Meat and Meat
Products for Human Consumption
- state regulations regarding meat processing

Workplace requirements may include:

- enterprise-specific procedures
- OH&S requirements
- QA requirements
- standard operating procedures
- the ability to perform the task to production
requirements
- work instructions.

Enterprise **recording** systems may be electronic or manual.

Communication skills may include:

- applying numeracy skills to workplace
requirements

being appropriately assertive
empathising
establishing/using networks
interpreting the needs of internal/external customers
listening and understanding
negotiating responsively
persuading effectively
reading and interpreting workplace-related documentation
sharing information
speaking clearly and directly
working with diverse individuals and groups
writing to audience needs

Unit Sector(s)