



Australian Government

Department of Education, Employment and Workplace Relations

MTMS207C Operate bar and coder systems

Release: 1

MTMS207C Operate bar and coder systems

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit covers the skills and knowledge required to operate a bar and coder system.
------------------------	---

Application of the Unit

Application of the unit	This unit is suitable for operators, labourers, counter hands in all sectors of the meat industry where bar and coding systems are used to identify product and facilitate trace-back.
--------------------------------	--

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units	Nil	

Employability Skills Information

Employability skills	This unit contains employability skills.
-----------------------------	--

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
---	--

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Start-up and shut-down coding system	1.1.Coding system is started-up and shut-down to workplace , Occupational Health and Safety (OH&S), regulatory and hygiene requirements .
2. Change dates and fonts on bar and date coders	2.1.Dates and fonts on bar and date coders are changed according to workplace requirements.
3. Perform routine maintenance on the coding system	3.1.Routine maintenance is performed on the coding system according to manufacturer's specifications and workplace, OH&S and hygiene requirements.
4. Enter or change product details	4.1.Product details are entered or changed according to workplace requirements.
5. Fix printing problems	5.1.Printing problems are fixed according to workplace requirements.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Ability to:

- use bar and coder system on a variety of products
- change dates on the coders
- demonstrate the correct procedures for manually entering new product details into the product coding system
- demonstrate the correct maintenance procedures for bar and coder system components
- demonstrate the correct procedures for fixing common printing problems
- apply **communication** and **mathematical skills** appropriate to the task
- work effectively as an individual and as a member of a team, including with diverse individuals and groups
- **explain** the common causes of printing problems
- take corrective action to improve own work performance as a result of self-evaluation, feedback from others, or in response to changed work practice or technology

REQUIRED SKILLS AND KNOWLEDGE**Required knowledge**

Knowledge of:

- functions performed by solvent and water in the printing process
- safety procedures for handling solvents
- start-up procedures for the coding system
- common causes of printing problems
- correct procedures for fixing common printing problems
- use-by date or packed-on date for a range of products and the importance of these dates
- components of the coding system and explain their maintenance requirements
- correct procedures for re-booting the computer system

Evidence Guide

EVIDENCE GUIDE	
The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the 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 must be demonstrated over time and under typical operating conditions for the enterprise.
Context of, and specific resources for assessment	Assessment must occur in the workplace under normal production conditions. Resources include: • bar and coder system • labels • manufacturer's requirements • printer and accessories • workplace environment • workplace procedures.
Method of assessment	Recommended methods of assessment include: • workplace demonstration • quiz • question and answer

EVIDENCE GUIDE	
	• observation of performance over time. Assessment practices should take into account any relevant language or cultural issues related to Aboriginality or Torres Strait Islander, 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	A current list of resources for this Unit of Competency is available from MINTRAC www.mintrac.com.au or 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 and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. 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) may also be included.	
Workplace requirements may include:	• enterprise-specific procedures • OH&S requirements • Quality Assurance (QA) requirements • Standard Operating Procedures (SOPs) • the ability to perform the task to production requirements • work instructions.
OH&S requirements may include:	• enterprise OH&S policies, procedures and programs • OH&S legal requirements • Personal Protective Equipment (PPE) which may include: • coats and aprons • ear plugs or muffs • eye and facial protection • head-wear

RANGE STATEMENT	
	• lifting assistance • 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 and codes of practice.
Regulatory requirements may include:	• Export Control Act • federal, state and territory regulations regarding meat processing • hygiene and sanitation requirements • relevant Australian Standards • relevant regulations.
Hygiene requirements may include	• relevant government regulations • workplace requirements.
Communication skills may include	• applying numeracy skills to workplace requirements • listening and understanding • reading and interpreting workplace-related documentation • sharing information • speaking clearly and directly • working with diverse individuals and groups.
Mathematical skills and tasks relate to own work and work area problem-solving and may include:	• accurate recording of time, date, weight and quantity in standard formats and proformas • interpreting and drawing conclusions from routine charts, bar graphs, and pie charts.
Explanations may:	• be completed with the assistance of others • be directly related to own work and work area problem-solving • be in everyday workplace language and include mathematical language and commonly used technical terms • be presented in writing using standard formats or proformas, diagrams, symbols and charts • be presented orally • demonstrate understanding as a result of listening and observing

RANGE STATEMENT

- | | |
|--|---|
| | <ul style="list-style-type: none">• include information from several sources. |
|--|---|

Unit Sector(s)

Unit sector	
--------------------	--

Co-requisite units

Co-requisite units		

Competency field

Competency field	
-------------------------	--