



Australian Government

MTMSR215A Package meat and smallgoods for retail sale

Release: 1

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Modification History

Release	TP Version	Comments
1	MTM11v4	Initial release

Unit Descriptor

This unit covers the skills and knowledge required to safely and correctly package processed meats and smallgoods for retail sale.

Application of the Unit

This unit is applicable to workers in retail butcher shops or smallgoods stores who package meat and smallgoods products for retail sale.

Licensing/Regulatory Information

No occupational licensing, legislative, regulatory or certification requirements apply to this unit.

Pre-Requisites

Not applicable.

Employability Skills Information

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.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare product for packaging	1.1 Product is prepared for packaging to required specifications 1.2 Materials required for packaging are prepared according to workplace requirements and product specifications
2. Set packaging machine requirements	2.1 Requirements in preparation for start-up of packaging machine are completed to workplace requirements 2.2 Machine requirements are set correctly 2.3 Start-up procedures are followed according to workplace requirements 2.4 Packaging materials are attached and changed according to workplace requirements and product specification 2.5 Workplace Health and Safety (WHS), hygiene and sanitation requirements are followed
3. Operate packaging machinery	3.1 Packaging machine is operated correctly in accordance with workplace requirements 3.2 Meat products are packed according to WHS, workplace, hygiene and sanitation and regulatory requirements 3.3 Shut-down procedures are performed according to workplace, WHS, and hygiene and sanitation requirements
4. Clean packaging machinery	4.1 Packaging machinery is cleaned and sanitised according to workplace requirements and food safety regulations 4.2 Packaging area is cleaned and sanitised according to workplace requirements and food safety regulations

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

Ability to:

- use a range of packaging equipment to package processed meats and smallgoods for retail sale
- identify food safety hazards in packaging processed meat and take appropriate preventative or corrective action
- identify sub-standard or contaminated product
- clean equipment according to hygiene requirements
- work with team members
- apply relevant regulatory and workplace requirements
- report equipment faults, either verbally or in writing, according to workplace requirements
- seek advice from appropriate sources when working with new products or equipment
- use mathematical skills relevant to the task
- use relevant communication skills

Required knowledge

- effect of packaging materials and processes on quality, safety and shelf life of product
- regulatory requirements for packaging and labelling
- packaging processes
- workplace procedures for dealing with sub-standard or contaminated product
- defects that can occur during packaging
- packaging requirements
- specific WHS requirements for vacuum packing
- general operating principles, including start-up and shut-down procedures

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 under conditions similar to the speed of production and within the parameters of the role and responsibilities.

Context of, and specific resources for assessment

Assessment must occur in the workplace under normal enterprise or production conditions or in a simulated environment.

Method of assessment

Recommended methods of assessment include:

- quiz of underpinning knowledge
- simulation
- verified work log or diary
- 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 and 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

A current list of resources for this Unit of Competency is

EVIDENCE GUIDE**assessment**

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
- WHS requirements
- QA requirements
- Standard Operating Procedures (SOPs)
- the ability to perform the task to production requirements

WHS requirements may include:

- enterprise WHS policies, procedures and programs
- WHS legal requirements
- Personal Protective Equipment (PPE) which may include:
 - coats and aprons
 - head-wear
 - lifting assistance
 - protective boot covers
 - uniforms
 - work, safety or waterproof footwear
- requirements set out in standards and codes of practice

Regulatory requirements may include:

- federal, state and territory regulations regarding meat processing
- hygiene and sanitation requirements
- Food Standards Code
- relevant Australian Standards

Mathematical skills may include:

- accurate recording of temperature, time, date, volume, weight and quantity in standard formats or proformas
- reading and interpreting analogue and digital measures including scales, pressure gauges and thermometers

Unit Sector(s)

Not applicable.