



Australian Government

SITHCCC004 Package prepared foodstuffs

Release: 1

SITHCCC004 Package prepared foodstuffs

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to package and label prepared foodstuffs for storage and transportation. It requires the ability to check the quality of food and select correct packaging materials.

The unit applies to operational personnel in hospitality and catering organisations that prepare, package and label food. This could include restaurants, educational institutions, health establishments, defence forces, cafeterias, kiosks, cafes, residential caterers, in-flight and other transport caterers, and event and function caterers.

It applies to individuals who work with very little independence and under close supervision. They follow predefined organisational procedures and report any discrepancies to a higher level staff member for action.

Food businesses that produce pre-packaged food items must comply with the legal requirements for labelling contained in the Food Standards Australia New Zealand Act and the Australia New Zealand Food Standards Code.

Pre-requisite Unit

SITXFSA001 Use hygienic practices for food safety

Competency Field

Commercial Cookery and Catering

Unit Sector

Hospitality

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1. Select food and packaging materials.

PERFORMANCE CRITERIA

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

- 1.1. Check and select food that meets quality requirements for packaging.
- 1.2. Refer problems with food quality to a higher level staff member for action.

- 1.3. Select packaging materials appropriate for specific foods, storage or transport requirements and organisational procedures.
2. Package and label foods.
 - 2.1. Package food items using **appropriate packaging** according to organisational specifications and food safety procedures.
 - 2.2. Label foods according to labelling guidelines and specifications.
 - 2.3. Ensure that food items are not contaminated during packaging process.
 - 2.4. Adhere to food safety **environmental requirements** for food packaging area.
3. Complete work process.
 - 3.1. Restore work area to original condition according to organisational procedures and environmental requirements.
 - 3.2. Identify and report on unsafe or faulty equipment or materials, or rectify according to level of individual responsibility.
 - 3.3. Store surplus food items in appropriate **environmental conditions**.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS	DESCRIPTION
Reading skills to:	• read and understand label specifications and organisational food safety procedures for packaging food.
Writing skills to:	• record accurate details on food labels for packaged foods.
Numeracy skills to:	• calculate quantities of food items and packaging materials for particular jobs.
Problem-solving skills to:	• maintain environmental conditions to prevent contamination of food packaging area.
Technology skills to:	• use food packaging and labelling equipment.

Range of Conditions

Specifies 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.

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Appropriate packaging must be:

- aseptically treated
- capable of protecting food from damage
- environmentally appropriate
- non-contaminating
- of appropriate dimensions for selected food
- stackable and transportable
- visually appropriate to functional need.

Environmental requirements must include:

- checking and ensuring temperature control
- cleaning and sanitising:
 - packaging area
 - packaging equipment
 - recyclable packaging materials
- protecting food from contaminants, pests and foreign objects.

Environmental conditions must ensure appropriate:

- atmosphere
- humidity
- light
- packaging
- temperature
- use of containers
- ventilation.

Unit Mapping Information

SITHCCC104 Package prepared foodstuffs

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=68c40a93-e51d-4e0f-bc06-899dff092694>

Assessment Requirements for SITHCCC004 Package prepared foodstuffs

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- demonstrate procedure to check quality of foodstuffs against quality criteria
- appropriately package and label each of the following foodstuffs:
 - beverages
 - dairy products
 - dry goods
 - frozen goods
 - fruit and vegetables
 - meat, poultry or seafood
- select and use the following aseptically treated packaging materials for the above foodstuffs:
 - plastic cling wrap
 - plastic or foil containers
 - polystyrene foam
 - recyclable packaging materials
- package foodstuffs within commercial time constraints
- maintain packaging work area in line with food safety environmental requirements.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- quality criteria for food to be packaged:
 - correct portion size
 - shelf-life
 - freshness
 - visual appeal
- key contents of labelling guidelines and specifications determined by:
 - the Australia New Zealand Food Standards Code
 - local, state or territory food safety regulations
 - organisational food safety procedures and labelling specifications for packaging food

- meaning as defined by the Australia New Zealand Food Standards Code of:
 - contaminant
 - contaminated food
 - potentially hazardous foods
- environmental requirements for packaging area to avoid food contamination
- characteristics and uses of packaging materials specified in the performance evidence
- packaging requirements for specific food types specified in the performance evidence
- requirements of organisational food safety procedures relating to packaging food.

Assessment Conditions

Skills must be demonstrated in an operational commercial kitchen. This can be:

- an industry workplace
- a simulated industry environment, such as a training kitchen packaging commercial quantities of foodstuffs.

Assessment must ensure access to:

- fixtures and large equipment:
 - commercial grade work benches (1.5m/person)
 - commercial refrigeration facilities:
 - cool room and/or fridge
 - freezer
 - computers, printers and industry stock control software systems
 - designated storage areas for dry goods and perishables
 - lifting and transporting equipment
- small equipment:
 - containers for hot and cold food storage
 - cutting boards
 - food handler gloves
 - measurers:
 - metric calibrated measuring jugs
 - measuring spoons
 - portion control scoops and markers
 - oven mitts
 - scales
 - temperature probes
 - thermometers
 - tongs and serving utensils
- cleaning materials and equipment:
 - cleaning cloths

- commercial cleaning and sanitising agents and chemicals for cleaning commercial kitchens, equipment and food storage areas
- dustpans and brooms
- garbage bins and bags
- hand towel dispenser and hand towels
- mops and buckets
- separate hand basin and antiseptic liquid soap dispenser for hand washing
- sponges, brushes and scourers
- tea towels
- organisational specifications:
 - equipment manufacturer instructions
 - current commercial label specifications
 - food safety procedures for packaging food
 - food safety plan
 - procedures relating to referring food quality or equipment problems and selecting packaging materials
 - recording systems
 - guidelines relating to food disposal, storage and presentation requirements
 - safety data sheets (SDS) for cleaning agents and chemicals
- current Australia New Zealand Food Standards Code
- industry-realistic ratios of kitchen staff to customers
- packaging materials described in the performance evidence
- packaging labels
- foodstuffs described in the performance evidence in commercial quantities to be packaged.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=68c40a93-e51d-4e0f-bc06-899dff092694>