

Companion Volume Implementation Guide Part 1: Overview and Implementation

AMP Australian Meat Processing Training Package

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Disclaimer

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Implementation Guide modification history

Implementation Guide Release number	Implementation Guide Release date	Author	Comments
5.0	2020	Skills Impact	Implementation Guide updated to accompany release of AMP Australian Meat Industry Training Package V5.0. Typographical errors corrected, information about Halal certification added, information about training in the poultry processing sector added, and industry links updated.
4.0	August 2019	Skills Impact	Implementation Guide updated to accompany release of AMP Australian Meat Industry Training Package V4.0.
3.0	December 2017	Skills Impact	Implementation Guide updated to accompany release of AMP Australian Meat Industry Training Package V3.0.
2.0	July 2016	Skills Impact	Implementation Guide created to accompany transition of AMP Australian Meat Processing Training Package to new standards for training packages completed with this release.
1.0	December 2015	Skills Impact	Implementation Guide created to accompany release of AMP Australian Meat Industry Processing Training Package V1.0.

Introduction

About this Guide

This Companion Volume Implementation Guide (Implementation Guide) is designed to assist assessors, trainers, Registered Training Organisations (RTOs) and enterprises to use the *AMP Australian Meat Processing Training Package*.

Structure of this Guide

This Implementation Guide contains two sections.

1. Overview

This section includes information about:

- what training packages are, and how they are developed
- the qualifications, skill sets and units of competency (including imported and prerequisite units of competency) in the training package
- mapping between previous and current versions of the qualifications and units of competency
- key work, training and regulatory/licensing requirements in the industry.

Note: Lists of qualifications, skill sets and units of competency, together with mapping information for qualifications, skill sets and units of competency, are in the Appendices section.

2. Implementation

This section explains some of the key features of the *AMP Australian Meat Processing Training Package* and the industry that will impact on the use of the Training Package. It includes information about:

- training pathways
- occupational outcomes of qualifications
- entry requirements for qualifications
- access and equity considerations
- resources and equipment requirements

Overview

About training packages

Training packages specify the skills and knowledge (known as competencies) that individuals need in order to perform effectively in workplaces. Training packages:

- reflect identified workplace outcomes
- support national (and international) portability of skills and competencies
- reflect the core, job-specific and transferable skills, required for job roles
- enable the awarding of nationally recognised qualifications
- facilitate recognition of peoples' skills and knowledge, and support movement between school, VET and higher education sectors
- promote flexible modes of training to suit individual and industry requirements.

Note: To make them easy to interpret, training packages are written in simple, concise language, with delivery and assessment requirements clearly described. Training package products do not prescribe how an individual should be trained so that users can develop training and assessment strategies to suit the needs of their particular learners.

Training package components

Training packages consist of endorsed and non-endorsed components¹.

Although all components must be developed to comply with the Standards for Training Packages 2012², endorsed components must be submitted for approval by the Australian Industry and Skills Committee before they are released for use.

A summary of endorsed and non-endorsed components is provided on the following page.

¹ Note that the words 'components' and 'products' are used in currently applicable legislation standards and policies. Both words are generally used to refer to the qualifications, skill sets, units of competency, assessment requirements, credit arrangements and supporting materials produced for training packages.

² The *Standards for Training Packages 2012*, and accompanying policies, are available from the Australian Department of Employment, Skills Small and Family Business website <<https://www.employment.gov.au/training-packages>>.

Endorsed components

Product	Description
Qualification	A qualification combines the skills standards (called units of competency) into meaningful groups that meet workplace roles and align to the Australian Qualifications Framework (AQF).
Unit of competency	A unit of competency describes the requirements for effective performance in a discrete area of work, work function, activity or process. They specify the standard against which training delivery and assessment of competency can take place.
Assessment requirements	Assessment requirements accompany each unit of competency and include the performance evidence, knowledge evidence and conditions for assessment.
Credit arrangements	Credit arrangements provide details of existing arrangements between training package qualifications and higher education qualifications in accordance with the AQF. Note: There are currently no nationally applicable credit arrangements between any Skills Impact training package qualification and higher education qualification.

Non-endorsed components

Product	Description
Skill set	A skill set addresses a particular industry need or a licensing or regulatory requirement. A skill set is not endorsed but includes endorsed units of competency.
Companion volume	This general term refers to any product (including this Implementation Guide) which supports training and assessment.

Training package development

Training packages are developed through a process of national consultation with industry. There are some key stakeholders that drive training package development.

Key stakeholder roles³

COAG Industry and Skills Council (CISC)	The CISC is the ministerial council responsible for industry and skills. The CISC provides a forum for intergovernmental collaboration and decision-making about industry competitiveness, productivity and labour market pressures, and skills development and national training arrangements, including training packages.
The Australian Industry and Skills Committee (AISC)	The AISC was established by the CISC in 2015 to provide industry leadership within the national training system. As well as setting the priorities for the review of training packages in a national review schedule, the AISC approves training packages for implementation.
Industry Reference Committees (IRCs)	IRCs are the key industry advisory bodies to the AISC. They are made up of people who are experts in their particular industry sectors. IRCs drive the process of training package development so that the qualifications and units of competency are aligned with modern work practices.
Skills Service Organisations (SSOs)	SSOs are funded by the Australian Government to provide technical, operational and secretariat support to IRCs. SSOs assist IRCS to identify the skills required for jobs. Under the direction of the IRCs, SSOs develop and review compliant training packages that meet industry needs. Skills Impact is an SSO.
Government	The Australian Government supports the AISC and its network of IRCs and manages the SSOs. State and territory governments, referred to as State or Territory Training Authorities (STAs/TTAs), canvass stakeholder views about training packages, provide implementation advice, identify issues and develop purchasing guides for training providers.
Vocational education and training regulators	The national VET regulator, the Australian Skills Quality Authority (ASQA), and two state-based VET regulators, Victorian Registration and Qualifications Authority (VRQA) and Western Australian Training Accreditation Council (WA TAC), regulate the training and assessment strategies and practices of registered training organisations. Their aim is to ensure consistency with the requirements of the endorsed components of training packages.

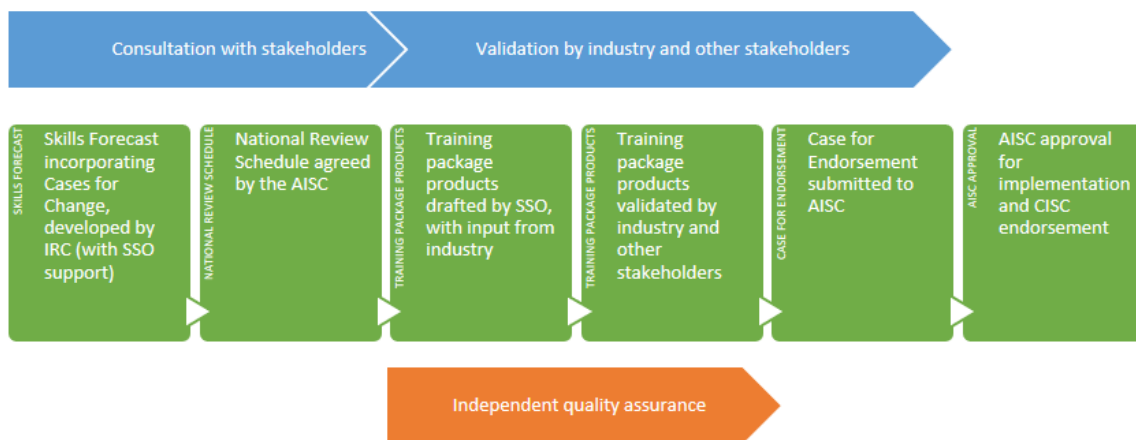
³ More information about key stakeholder roles is available on the AISC website < <https://www.aisc.net.au>>.

The development process

The process used to develop and endorse training packages is based on the following principles:

- open and inclusive industry participation in development, validation and endorsement of training packages
- strong stakeholder engagement and the opportunity for industry to drive change
- highly responsive and capable of meeting industry needs and priorities for new skills
- clear and transparent arrangements for resolving contentious issues
- accountability of all stakeholders for the role that they play in the process.

The diagram summarises the process of training package development. ⁴



⁴ The training package development and endorsement process policy can be downloaded from the Department of Employment, Skills, Small and Family Business website <<https://docs.employment.gov.au/documents/training-package-development-and-endorsement-process-policy-0>>

Contents of this training package

The *AMP Australian Meat Processing Training Package* contains AQF aligned qualifications, skill sets and units of competency.

Prerequisite requirements

Some units of competency have prerequisite requirements. This means that an individual must be competent in the prerequisite unit(s) of competency before undertaking any assessment in the unit containing the prerequisite(s).

Imported units

Qualifications include units of competency from different training packages, including:

- AHC Agriculture, Horticulture and Conservation and Land Management Training Package
- BSB Business Service Training Package
- CPP Property Services Training Package
- FBP Food Beverage and Pharmaceutical Training Package
- HLT Health Training Package
- MSL Laboratory Operations Training Package
- MSM Manufacturing Training Package
- MSS Sustainability Training Package
- MST Textiles, Clothing and Footwear Training Package
- SIR Retail Services Training Package
- TAE Training and Education Training Package
- TLI Transport and Logistics Training Package
- UEE11 Electrotechnology Training Package.

Please refer to *AMP Australian Meat Processing Training Package Implementation Guide Release 5 Part 2 Component Details*, which is a separate document, for details of components in the *AMP Australian Meat Processing Training Package* including lists of:

- qualifications, skills sets and units of competency
- units of competency with prerequisite requirements
- imported units of competency.

This file can be downloaded from VETNet

(<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7>)

Mapping information

Mapping to previous versions of a training package can be useful for delivery and assessment because it:

- outlines the changes between current and previous versions of qualifications, skill sets and units of competency
- states whether the vocational outcomes of the current and previous versions of units of competency and qualifications are equivalent
- shows any components that have been added to, or removed from, the training package.

Note: The mapping tables are summary documents only and cannot be used alone to determine an individual's competence.

Please refer to the *AMP Australian Meat Processing Training Package Implementation Guide Release 5 Part 2 Component Details* for mapping between previous and current qualifications, skill sets and units of competency. This file can be downloaded from VETNet (<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7>)

Registered Training Organisation (RTO) use

An RTO may use the mapping information to help design training and assessment strategies, including recognition of prior learning (RPL) systems. In addition to the mapping information, RPL processes must take into account other evidence of current competency, for example, how long ago an individual was awarded a superseded unit of competency and current work experience.

Employer use

An employer might use the mapping information to determine whether there are gaps between a qualification held by workers and the current expectations of a job role. Once gaps are identified, this could assist in planning professional development activities.

How equivalence is determined

Units of Competency

The training package developer determines equivalence based on the definition provided in the *Training Package Products Policy*⁵ which state that:

“Training package developers are responsible for mapping units and determining their equivalence status.

- Where a unit of competency is superseded and the workplace outcome of the unit has changed, the superseding unit must be deemed ‘Not Equivalent’.
- The workplace outcome can be determined to have changed when the skills and knowledge (reflected through the elements, performance criteria and assessment requirements) required to achieve the workplace outcome of the superseded and superseding units cannot be mapped to each other.
- Determinations of ‘Not Equivalent’ may also be used to support licensing, regulatory, legislative or certification requirements. The equivalence table must list the units of competency and clearly identify the status of each unit according to the following categories:
 - **Equivalent** - the workplace outcomes of the superseded and superseding units are equivalent
 - **Not Equivalent** - the workplace outcomes of the superseded and superseding units are not equivalent (refer Section 2.5)
 - **Newly created** - the unit has been created to address an emerging skill or task required by industry
 - **Deleted** - the unit is deleted as the skill or task is no longer required by industry”

If two units are determined to be equivalent, an RTO can recognise an ‘old’ unit as satisfying the outcomes of a new unit (including RPL). However, an RTO cannot assume that no changes are needed for the training and assessment of the new unit.

If a unit of competency is not equivalent to its predecessor, this means that there are significant changes in the new unit. These changes would need to be addressed, for example, through training, providing additional RPL evidence.

⁵ The policy is available from the Department of Education, Skills and Employment website at <<https://docs.employment.gov.au/system/files/doc/other/tppp.pdf>>

Qualifications

'Training package developers are responsible for mapping qualifications and determining their equivalence status.

- Where a qualification is superseded and the occupational outcome and/or the AQF level of the qualification has changed, the superseding qualification must be deemed 'Not Equivalent'.
- The occupational outcome can be determined to have changed when the skills and knowledge required to achieve the occupational outcome of the superseded and superseding qualifications cannot be mapped to each other.
- Determinations of 'Not Equivalent' may also be used to support licensing, regulatory, legislative or certification requirements.
- The equivalence table must list the qualifications and clearly identify the equivalence status of each qualification according to the following categories:
 - **Equivalent** - the occupational outcomes of the superseded and superseding qualifications are equivalent
 - **Not Equivalent** - the occupational outcomes of the superseded and superseding qualifications are not equivalent
 - **Newly Created** - the qualification has been created to address an original skill or occupational outcome required by industry
 - **Deleted** - the qualification is deleted as the skill or occupational outcome is no longer required by industry.'

Superseded and deleted training package products

A product is **superseded** when another training product replaces it. This happens if the skill needs of industry change so training package developers need to alter a qualification, unit of competency or skill set.

A product is **deleted** when another training product does not replace it. This happens if industry determines that there is no longer sufficient demand for a qualification, unit of competency or skill set.

The rules around the use of superseded and deleted products for training purposes are in Clause 1.26 of the *Standards for Registered Training Organisation (RTOs) 2015*.

ASQA has a useful guide that explains how to manage the transition from superseded and deleted training products. This can be accessed from: <
<https://www.asqa.gov.au/standards/about-standards-rtos-2015/standard-one/clauses-1.26-1.27>>

Coding conventions

There are agreed conventions for the national codes used for training packages and their components.

Training package codes

Each training package has a unique three-letter national code assigned when the Training Package is endorsed, for example, **AMP** is the code used for the *Australian Meat Processing Training Package*.

The practice of assigning two numbers to identify the year of endorsement is no longer used as it is not consistent with national policy.

Qualification codes

Within the training package, each qualification has a unique eight-character code that is used to identify the qualification, along with its title. The table explains the format of a qualification code for the AMP Australian Meat Processing *Training Package*.

Identifiers	Description	Example for AMP20117
Training package identifier	Three letters	= AMP
AQF level identifier	One number identifying the Australian Qualifications Framework level	= 2
Sequence identifier	Two numbers identifying the sequence of the qualification at that level in the Training Package	= 01
Version identifier	Two numbers identifying the year in which the qualification was endorsed.	= 17

Unit of competency codes

Within the training package, each unit of competency has a unique code (up to 12 characters). The code, as well as the title, is used to identify the unit of competency. The table explains the format of a unit of competency code for the AMP Australian Meat Processing *Training Package*.

Identifiers	Description	Example for AMPA3119
Training package identifier	Three letters	= AMP
Sector identifier	Two to four letters	= A (Abattoirs stream)
AQF level indicator	One number that is a guide as to the type and depth of skills and knowledge described in the unit. This identifier is loosely tied to the Australian Qualifications Framework and can range from 1 (indicates Certificate 1) to 8 (indicates Graduate Certificate/Graduate Diploma)	= 3

Sequence identifier	The final numbers identify the sequence of the unit in the particular unit sector and AQF level, and allows each unit to have a unique code	= 119
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Under the *Standards for Training Packages*, units of competency no longer include a version identifier (e.g. A, B, C). In training.gov.au the release history of each unit is shown in both the web view of the unit and in the unit modification history and mapping tables.

Key work and training requirements in the industry

The Australian meat processing industry is comprised of processors, retailers and exporters who together are responsible for guaranteeing the supply of meat to domestic and international markets.

Australia exports \$6 billion worth of beef and cattle annually, making this sector one of the country's most valuable farm contributors. Sheep meat and sheep exports are worth around \$1.6 billion, and goat meat and goats approximately \$55 billion. Combined, these represent around 23 percent of total Australian farm exports. Over 70 per cent of red meat production is exported to 110 countries worldwide.

The Australian red meat industry has a total annual value of over \$17 billion and is one of the world's largest exporters of red meat and livestock. Approximately 350,000 people are involved either directly in the supply chain or in businesses that service the industry. The Australian domestic market is the industry's largest single market.

The pork industry is focused predominantly on a domestic market while maintaining a small export industry to New Zealand and Singapore (valued at around \$70.7 million)⁶. Competition with increasing volumes of subsidised imports from North America and Europe continue to be an issue for the industry.

The Australian production system is diverse, offering a wide variety of products to customers and consumers. Products range from high-quality, tenderness-guaranteed eating products, to hides and pharmaceutical ingredients.

The industry is renowned for its efforts in meeting customer requirements. Major international customers for Australian beef are China, Japan, the US and Korea, while the US and the Middle East are the dominant export markets for lamb, mutton and goat meat.

The Australian meat industry has an enviable international reputation as a leader in food safety, animal welfare and disease control. This earns the trust of domestic and international consumers and allows access to all global markets, where collectively over three million tonnes of Australian product is consumed each year.

The chicken meat industry is predominantly vertically integrated, meaning that individual companies own almost all aspects of production – breeding farms, multiplication farms, hatcheries, feed mills, some broiler-growing farms, and processing plants. The Poultry Processing industry is projected to grow further over the next five years due to demands for organic and free-range chicken as well as value-added products. Growth within the industry participants will likely increase by catering to the consumers seeking locally produced goods. Revenue is forecast to increase over the next five years.⁷

Smallgoods, including sausages, salamis, bacons, hams, patés and dried, roasted and preserved meat products are mainly consumed by the domestic market. IBISWorld estimates the total revenue of the industry at \$4 billion, with the three top players accounting for less than 50 per cent of the total revenue⁸. A significant amount of Australian smallgoods product continues to be manufactured by smaller, speciality processors.

The meat wholesaling sector is a growing sector of newly emerging companies primarily made up of boning rooms and value-adding establishments servicing the hospitality and supermarket industries.

Meat retailers in Australia include traditional independent butchers, supermarkets, butcher shop chains, and gourmet and specialist retail meat outlets. The Australian Meat Industry Council (AMIC) estimates that there are about 2,800 independent butchers throughout Australia, employing about 8,500 people. Woolworths and Coles dominate the supermarket distribution of meat products, with

⁶ Source: http://australianpork.com.au/wp-content/uploads/2020/02/ImportExport_Dom_Prod_December_Report.pdf

⁷ Source: IBISWorld, 2019, <https://www.ibisworld.com.au/industry-trends/market-research-reports/manufacturing/food-product/poultry-processing.html>

⁸ Source: IBISWorld, 2019, <https://www.ibisworld.com.au/industry-trends/market-research-reports/manufacturing/food-product/cured-meat-smallgoods-manufacturing.html>

figures produced by Meat and Livestock Australia (MLA) in 2012 indicating that these two organisations accounted for about 58 per cent of beef and lamb sales.

A cattle feedlot is a managed facility where livestock are provided a balanced and nutritious diet for the purpose of producing beef of a consistent quality and quantity. At any one time, there are around 2 per cent of Australia's cattle population located in feedlots.

Beef and veal

Australia is one of the world's most efficient producers of cattle and the world's third largest exporter of beef. The off-farm meat value of Australia's beef industry is \$19.6 billion. The gross value of Australian cattle and calf production is estimated at \$10.9 billion.⁹

Australian cattle slaughter is expected to decrease to 7.2 million head, as persistent difficult conditions continue for many producers with breeding heads reduced heavily. The national herd numbers are the lowest since the mid 1990's with much of the rebuilding that has been achieved since the 2013-2015 drought now undone.¹⁰

Australia exports over \$9 billion worth of beef and cattle annually, making this sector one of the country's most valuable farm contributors. Over the next five years, the major markets will continue to be the United States, Japan, Republic of Korea, and China.¹¹

Sheep meat

Australia is one of the world's leading producers of lamb and mutton, the largest exporter of mutton and live sheep, and the second largest exporter of lamb. The Australian public are among the biggest consumers of lamb in the world. The off-farm meat value of the Australian sheep meat industry is \$6.6 billion.¹²

The national flock is estimated to be at its lowest level in more than a century with breeding ewes being offloaded due to prolonged drought, feed and water availability and the downward trend is likely to continue. Prices remain strong for the export market and as such more product has been direct away from the domestic market.¹³

Once weather conditions improve then producers will be able to gradually rebuild their breeding flocks.

Sheep meat exports are worth around \$1.6 billion, with strong export demand expected to keep prices high at around 510 cents a kilogram. Demand from the United States, the Middle East and China is likely to remain particularly strong, while the smaller markets of Japan, South East Asia and the European Union will continue as important markets to the Australian industry.

Domestic lamb consumption has been in a long-term decline, from 23.8 kilograms per person in 1971 to 1972, to 8.9 kilograms per person in 2013 to 2014. The current rate of consumption is currently 6-7

⁹ Meat and Livestock Australia, 2019, <https://www.mla.com.au/globalassets/mla-corporate/prices--markets/documents/trends--analysis/fast-facts--maps/mla-beef-fast-facts-2019.pdf>

¹⁰ Meat and Livestock Australia, <https://www.mla.com.au/globalassets/mla-corporate/prices--markets/documents/trends--analysis/cattle-projections/mla-australian-cattle-industry-projections-2019.pdf>

¹¹ Meat and Livestock Australia, <https://www.mla.com.au/globalassets/mla-corporate/prices--markets/documents/trends--analysis/fast-facts--maps/mla-beef-fast-facts-2019.pdf>

¹² Meat and Livestock Australia, 2019, Australia's sheep meat industry <https://www.mla.com.au/globalassets/mla-corporate/prices--markets/documents/trends--analysis/fast-facts--maps/mla-sheep-fast-facts-2019-1.pdf>

¹³ Meat and Livestock Australia, 2020, https://www.mla.com.au/globalassets/mla-corporate/prices--markets/documents/trends--analysis/sheep-projections/mla_feb-2020-australian-sheep-industry-projections-1.pdf

kilograms per person despite the rise in domestic prices and Lamb captures a 12% share of the domestic fresh meat retail sales.¹⁴

Goat meat

Over the past 20 years, the Australian goat meat industry has experienced strong growth, largely underpinned by the sale of goats derived from rangeland or extensive production systems. Australia is the world leader in goat meat exports, with around 95 per cent of Australian goat meat sent offshore (mostly to the US and Asia) and accounting for around 50 per cents of the global goat meat trade.

Around 90 percent of Australia's meat production is derived from rangeland goats, the majority of which are mustered from semi-arid western regions of the eastern states. The goatmeat industry was worth over \$182 million in 2018 with approximately 1.6 million head slaughtered.¹⁵

Pork processing

The pork industry is one of the few Australian food industries operating in a truly global marketplace, maintaining a small export industry to New Zealand and Singapore, and competing with increasing volumes of subsidised imports from North America and Europe. Increasing competition from imports is regarded as one of the major challenges facing the industry. The industry is currently exploring access to new markets such as China for the export of fresh pork.

ABARES predicts that pig meat prices to be higher year on year. Partly as a result of strong export demands from Asian countries affected by the African swine fever outbreaks which continue to affect the global production and trade.

All fresh pork is Australian but 45% of all pork consumed in Australia is imported and subject to specific import conditions such as must be cooked before sale. Most of this imported product goes into processed products like ham and bacon.¹⁶

Current industry initiatives focused on country of origin labelling and consumer awareness as to the extent of imported products that can be found in store and encouraging Australians to buy Australian pork with the introduction of the Australian PorkMark logo.¹⁷

Other species

Australian animals, such as kangaroos, possums and introduced animals such as rangeland goats, horses and pigs are the basis of significant commercial industries for human consumption and pet food.

Other species such as ratites (emus and ostriches), deer, crocodiles, llamas and alpacas, mutton birds and rabbits are also processed in Australia. Most of the meat is processed for domestic consumption, although skins, feathers, oils, etc are often speciality export products.

Where they can be harvested humanely and, in the case of native animals, sustainably, wild animals can be profitable supplements or alternatives to domestic animals. Their commercial use can also contribute to pest management objectives.

Processors

The red meat sector is dominated by five major participants, including significant foreign ownership, large scale and multinational operations:

¹⁴ Meat and Livestock Australia, 2020, https://www.mla.com.au/globalassets/mla-corporate/prices--markets/documents/trends--analysis/sheep-projections/mla_feb-2020-australian-sheep-industry-projections-1.pdf

¹⁵ Meat and Livestock Australia, 2020, <https://www.mla.com.au/extension-training-and-tools/going-into-goats/>

¹⁶ Australian Pig Farmers, 2020, '<https://aussiepigfarmers.com.au/pork/our-plate/buying-pork/>

¹⁷ As above

- JBS Australia Limited
- Teys Australia Limited
- NH Foods Australia
- Thomas Foods International
- Fletcher International Exports

In addition, there are over 140 meat processing establishments, of varying sizes, across Australia.

While there are processing plants throughout Australia, the highest concentration is on the eastern seaboard. Most processors are located in regional towns, although there are some large processors in the outer metropolitan areas of Brisbane/Gold Coast and Melbourne. In many regional locations, the meat processing enterprise will be one of the largest employers and will have a significant impact on the local economy.

The sector features a growing level of technological development and computerisation, particularly in relation to workplace health and safety and production line efficiencies. A high level of capital investment has been undertaken to reduce the environmental impact of the sector over the past decade through solution involving energy efficiency, wastewater and biomass systems. As a matter of process, implications and adjustment to the training system are considered and addressed as part of the implementation processes. This includes consideration of the workplace health and safety implications of the introduction of new technologies.

A need for further development has been identified in the engineering maintenance area. The introduction of automation and digital technologies is placing pressure on maintenance staff, particularly in the area of cross-trade skills, leading the industry demand for broader technical training for maintenance staff.

Meat retailing

Meat retailing enterprises are located in nearly every community across Australia. Meat retailers in Australia include traditional independent butchers, supermarkets, butcher shop chains and gourmet and specialist retail meat outlets. There are about 3,000 individual enterprises and most of these are represented through their peak body, the Australian Meat Industry Council (AMIC).

The meat retailing sector focuses on producing and supplying meat products to meet customer needs and further processing and value-adding to meat products to meet demands for pre-pared and pre-cooked products. There is a growing interest in the origin of livestock, such as whether it is grass fed and free range. Meat retailers increasingly provide food preparation, storage and cooking advice to customers, in response to a growing resurgence of interest in home cooking and non-traditional meat dishes.

There is also a growing trend towards further processing and supplying meat products from a variety of different animal species, including poultry, game meat, rabbits and native animals and combining meat with other food products to produce specific product to meet local needs.

The meat retailing sector is facing increasing regulation, particularly in food safety and quality assurance. There are changes in work organisation and work arrangements, including longer opening hours, and increasing skills demands in technology, food safety, quality assurance, workplace health and safety, marketing, customer service and finances.

Many meat retailers are diversifying their businesses to provide whole meal solutions; pre-cooked or partially cooked meals; grocery; bakery and consumable items; and café-style dining options. There is also increasing evidence of food trucks and pop-up restaurants. These trends will have an impact on the range of skills required.

Retailers are also adopting alternative forms of packaging such as vacuum-seal pouches and thermoform, packaging that offers shelf-life advantages and novel display opportunities, and packaging that includes stronger plastic materials that are puncture resistant.

There is a growing trend towards the use of electronic financial systems, and increasing impact of information technologies, particularly on marketing and supply of products e.g. using the internet and social media.

Smallgoods manufacturing

Smallgoods are meat products where the meat has been manufactured to form new products, such as sausages, salamis, bacons, hams, patés and dried, roasted and preserved meat products. Smallgoods are made from pig meat and other meats, such as poultry, mutton and beef. Pork represents anywhere from 60 to 80 per cent of the smallgoods sector's meat input, of which 60 percent comes from imported pig meat.

Australian-produced smallgoods products are mainly consumed by the domestic market. The largest product segment offered by the industry is bacon.

Continuing expansion of smallgoods product range and growing demand for high-value goods is anticipated to continue growth within the industry over the next five years. With the industry to benefit from the consolidation that occurred over the previous five year period.¹⁸

Australia's \$4 billion cured meats and smallgoods industry includes 247 businesses and employs more than 7,950 people. The three major processors are:

- Primo Smallgoods (now part of JBS Australia)
- George Weston Foods.
- Bertocchi Smallgoods.

The industry has experienced significant consolidation over the last five years. However, a significant proportion of Australian smallgoods product continues to be produced by smaller speciality processors.

The Cured Meat and Smallgoods Manufacturing industry is concentrated along the eastern seaboard, with Victoria, New South Wales and Queensland combined accounting for a little over 70 per cent of the total number of establishments.

Technological changes through adoption of new equipment and the computerisation of processes have been implemented in the sector, particularly by the larger businesses with a focus on efficiency of production.

Meat wholesaling/Food services

The meat wholesaling sector is a growing sector of newly emerging companies primarily made up of independent boning rooms and value-adding establishments servicing the hospitality industry and supermarkets. These establishments supply restaurants, fast-food outlets, food chains, hotels, airlines and supermarkets and also fill niche markets, making specific products such as portion control products, organic meat products, native meat products, meat patties, pizza toppings, meat products with health benefits, kebabs and trimmed and pre-packed shelf-ready trays of meat.

IBISWorld estimates the sector to generate an annual revenue of \$16 billion across 1,579 businesses, but it should be noted that these figures include poultry and smallgoods wholesaling.¹⁹

There is an increasing trend for major processors to add boning, wholesale and value-adding processing facilities to their operations, often in more metropolitan locations. Some of the major supermarkets are also moving towards introducing more centralised wholesale meat preparation facilities.

Businesses are increasingly being located in metropolitan areas close to retail outlets in Victoria, New South Wales, South Australia and Queensland. There are no dominant businesses.

Technological changes through adoption of new equipment and the computerisation of processing have been implemented in the sector, particularly by the larger businesses with a focus on efficiency

¹⁸ IBISWorld, Cured Meat and Smallgoods Manufacturing in Australia: Market Research Report

¹⁹ IBISWorld, Meat, Poultry and Smallgoods Wholesaling in Australia: Market Research Report.

of production. Although there has been no direct need for new units as a result this has encouraged a greater uptake of the Food Services qualifications.

Wild game harvesting

A wild game animal is an animal that has not been owned, controlled, herded, penned or confined before shooting. This sector includes licensed wild game harvesters and mobile depots that harvest wild game such as kangaroos, wallaby, pigs, deer, rabbits, hares and brushtail possums for both pet food and human consumption and for a limited export market. This sector does not include farmed game.

For the most part, wild game harvesters are individual operators who cover broad geographical areas such as western Queensland, Northern Territory, western New South Wales, northern Southern Australia and Western Australia. The 'depots' are mobile chillers that receive shot game and transport the product to processors.

Poultry processing

Companies in the industry process live poultry (including chickens, ducks and turkeys) into cuts and value-added products. Industry operations begin when live poultry is purchased for processing (usually aged between five and eight weeks) and includes abattoir operation, dressing, frozen poultry manufacturing, poultry meat manufacturing and poultry packing. The industry's involvement ends at the initial point of sale of poultry products.

The four largest industry enterprises account for a little over 65 per cent of industry revenue. Market share concentration has been increasing significantly since the early 1980s due to the continual development and growth in size of the major industry players. The industry is largely dominated by two larger companies (Ingham's and the Baiada Group). Baiada operated eight processing plants and Ingham's operates seven processing plants. These along with several medium to small-size operators, are mostly located in regional areas of Australia.

Investment in the automation of processing plants and the ensuing economies of scale have contributed to ongoing industry rationalisation.²⁰

Feedlots

The cattle feedlot industry has a value of production of approximately \$2.5 billion and employs about 28,500 people.

Cattle are generally taken to feedlots for two main reasons. Firstly, Australia's dry seasons and/or dry years result in pastures that have insufficient nutritional value to allow cattle to reach customer requirements in a timely and sustainable manner. Notably, cattle require increasing nutrition as they get older and this places greater pressure on pastures and the environment. Secondly, customers in both Australia and our export markets actively demand grain-fed beef due to the industry's ability to consistently meet market requirement in terms of quality and quantity (irrespective of seasons or droughts).

The feedlot industry has grown over the past 20 years. The ability to deliver consistency with respect to quality and quantity (regardless of seasons) is a desirable trait for customers in both domestic and international markets. Approximately 40 per cent of Australia's total beef supply and 80 per cent of beef sold in major domestic supermarkets is sourced from the cattle feedlot sector.

There are around 450 accredited feedlots throughout Australia, with the majority located in areas that are near cattle and grain supplies.

²⁰ IBISWorld, June 2016, 'Poultry Processing in Australia

'<<http://www.ibisworld.com.au/industry/default.aspx?indid=91>.

Queensland is the largest state in terms of cattle numbers on feed, with approximately 660 per cent, followed by New South Wales with 30 per cent, Victoria with 7 per cent and the remainder shared between South Australia and Western Australia.

Current investment includes research in the areas of disease detection, pen cleaning and feeding.

Implementation information

Industry sectors

The *AMP Australian Meat Processing Training Package* includes the following industry sectors:

- Abattoirs
- Smallgoods
- Food Services
- Meat Retail
- Game Harvesting
- Poultry Processing

The units of competency, skill sets and qualifications in the *AMP Australian Meat Processing Training Package* cover a diverse range of work activities within the industry. The following table lists the qualifications and provides an overview of occupational outcomes for each qualification.

Occupational outcomes of qualifications

The units of competency, skill sets and qualifications in the *AMP Australian Meat Processing Training Package* cover a diverse range of work activities within the industry.

The following table lists the qualifications and provides an overview of occupational outcomes for each qualification.

Qualification	Overview of occupational outcomes
Graduate Diploma (level 8) <ul style="list-style-type: none"> ▪ AMP80215 Graduate Diploma of Agribusiness 	The Graduate Certificate reflects the role of advanced practitioners who require high-level knowledge in a range of contexts to carry out highly skilled/specialist work. It is also a pathway to further learning.
Graduate Certificate (level 8) <ul style="list-style-type: none"> ▪ AMP80115 Graduate Certificate in Agribusiness 	The Graduate Certificate reflects the role of advanced practitioners who require high-level knowledge in a range of contexts to carry out highly skilled/specialist work. It is also a pathway to further learning.
Advanced Diploma (level 6) <ul style="list-style-type: none"> ▪ AMP60115 Advanced Diploma of Meat Processing 	The Advanced Diploma reflects the role of managers and leaders who are required to apply specialised knowledge in a range of contexts and undertake advanced skilled or paraprofessional work. The Advanced Diploma serves also as a pathway for further learning.
Diploma (level 5) <ul style="list-style-type: none"> ▪ AMP50115 Diploma of Meat Processing (Meat Retailing) ▪ AMP50215 Diploma of Meat Processing 	The Diploma qualification reflects the role of individuals who apply integrated technical and theoretical concepts in a broad range of contexts and undertake skilled or paraprofessional work. The Diploma is suitable for supervisors, managers and specialist job roles. The Diploma serves also as a pathway for further learning.
Certificate IV <ul style="list-style-type: none"> ▪ AMP40215 Certificate IV in Meat Processing (General) 	The Certificate IV qualification reflects the role of individuals to undertake work in varied contexts using a broad range of specialised knowledge and skills. Certificate IV is suitable for senior workers and

<ul style="list-style-type: none"> ▪ AMP40315 Certificate IV in Meat Processing (Leadership) ▪ AMP40415 Certificate IV in Meat Processing (Quality Assurance) ▪ AMP40516 Certificate IV in Meat Processing (Meat Safety) 	<p>technicians who supervise or lead teams. Certificate IV also serves as a pathway for further learning.</p>
<p>Certificate III</p> <ul style="list-style-type: none"> ▪ AMP30116 Certificate III in Meat Processing (Boning Room) ▪ AMP30216 Certificate III in Meat Processing (Food Services) ▪ AMP30316 Certificate III in Meat Processing (Meat Safety) ▪ AMP30416 Certificate III in Meat Processing (Rendering) ▪ AMP30516 Certificate III in Meat Processing (Slaughtering) ▪ AMP30616 Certificate III in Meat Processing (General) ▪ AMP30716 Certificate III in Meat Processing (Quality Assurance) ▪ AMP30815 Certificate in Meat Processing (Retail Butcher) ▪ AMP30916 Certificate in Meat Processing (Smallgoods – General) ▪ AMP31016 Certificate in Meat Processing (Smallgoods – Manufacture) ▪ AMP31116 Certificate in Meat Processing (Livestock Handling) ▪ AMP31216 Certificate III in Meat Processing (Packing Operations) 	<p>The Certificate III qualification reflects the role of individuals required to apply a broad range of knowledge and skills in varied contexts and undertake skilled work. Certificate III is suitable for experienced operators, technicians and trades workers. Certificate III serves also as a pathway for further learning.</p>
<p>Certificate II</p> <ul style="list-style-type: none"> ▪ AMP20117 Certificate II in Meat Processing (Food Services) ▪ AMP20216 Certificate II in Meat Processing (Smallgoods) ▪ AMP20316 Certificate II in Meat Processing (Abattoirs) ▪ AMP20415 Certificate II in Meat Processing (Meat Retailing) 	<p>The Certificate II qualification reflects the role of individuals who undertake mainly routine work. Generally, Certificate II is used as an induction into the industry and is aligned to operator, production and assistant roles. Certificate II serves also to offer a pathway for further learning.</p>

Occupational outcomes for industry sectors

The following tables provides a summary of typical occupational outcomes for each AQF qualification in each industry sector.

Abattoirs

Qualification	Typical occupational outcomes
AMP20117 Certificate II in Meat Processing (Food Services)	<ul style="list-style-type: none"> • Food services worker • Processor/packer • Meat packer • Production labourer
AMP20316 Certificate II in Meat Processing (Abattoirs)	<ul style="list-style-type: none"> • Boning room packer • Stock handler • Processor/packer • Meat packer • Production labourer • Cleaner • Forklift driver • Store person • Offal room worker
AMP30116 Certificate III in Meat Processing (Boning Room)	<ul style="list-style-type: none"> • Boner • Slicer
AMP30216 Certificate III in Meat Processing (Food Services)	<ul style="list-style-type: none"> • Food services operator • Wholesale meat preparation
AMP30316 Certificate III in Meat Processing (Meat Safety)	<ul style="list-style-type: none"> • Meat Inspector
AMP30416 Certificate III in Meat Processing (Rendering)	<ul style="list-style-type: none"> • Renderer
AMP30516 Certificate III in Meat Processing (Slaughtering)	<ul style="list-style-type: none"> • Slaughterer
AMP30616 Certificate III in Meat Processing (General)	<ul style="list-style-type: none"> • Supervisor • Team Leader • Laboratory worker
AMP30716 Certificate III in Meat Processing (Quality Assurance)	<ul style="list-style-type: none"> • Quality Assurance officer
AMP31116 Certificate III in Meat Processing (Livestock Handling)	<ul style="list-style-type: none"> • Livestock handler • Livestock supervisor
AMP31216 Certificate III in Meat Processing (Packing Operations)	<ul style="list-style-type: none"> • Packing room supervisor
AMP40215 Certificate IV in Meat Processing (General)	<ul style="list-style-type: none"> • Technical supervisor • Section manager
AMP40315 Certificate IV in Meat Processing (Leadership)	<ul style="list-style-type: none"> • Technical supervisor • Section manager
AMP40415 Certificate IV in Meat Processing (Quality Assurance)	<ul style="list-style-type: none"> • Quality Assurance manager

AMP40516 Certificate IV in Meat Processing (Meat Safety)	<ul style="list-style-type: none"> • Meat Inspector
AMP50215 Diploma of Meat Processing	<ul style="list-style-type: none"> • Meat processing manager
AMP60115 Advanced Diploma of Meat Processing	<ul style="list-style-type: none"> • Meat processing manager
AMP80115 Graduate Certificate in Agribusiness	<ul style="list-style-type: none"> • Senior meat processing manager
AMP80215 Graduate Diploma in Agribusiness	<ul style="list-style-type: none"> • Senior meat processing manager

Smallgoods

Qualification	Typical occupational outcomes
AMP20117 Certificate II in Meat Processing (Food Services)	<ul style="list-style-type: none"> • Food services worker • Processor/packer • Meat packer • Production labourer
AMP20316 Certificate II in Meat Processing (Smallgoods)	<ul style="list-style-type: none"> • Assistant smallgoods worker
AMP30216 Certificate III in Meat Processing (Food Services)	<ul style="list-style-type: none"> • Food services operator • Wholesale meat preparation
AMP30616 Certificate III in Meat Processing (General)	<ul style="list-style-type: none"> • Supervisor • Team Leader • Laboratory worker
AMP30716 Certificate III in Meat Processing (Quality Assurance)	<ul style="list-style-type: none"> • Quality Assurance officer
AMP30916 Certificate III in Meat Processing (Smallgoods - General)	<ul style="list-style-type: none"> • Smallgoods maker
AMP31016 Certificate III in Meat Processing (Smallgoods – Manufacture)	<ul style="list-style-type: none"> • Smallgoods maker
AMP40215 Certificate IV in Meat Processing (General)	<ul style="list-style-type: none"> • Technical supervisor • Section manager
AMP40315 Certificate IV in Meat Processing (Leadership)	<ul style="list-style-type: none"> • Technical supervisor • Section manager
AMP40415 Certificate IV in Meat Processing (Quality Assurance)	<ul style="list-style-type: none"> • Quality Assurance manager
AMP50215 Diploma of Meat Processing	<ul style="list-style-type: none"> • Meat retailing manager
AMP50115 Diploma of Meat Processing (Meat Retailing)	<ul style="list-style-type: none"> • Meat processing manager
AMP80115 Graduate Certificate in Agribusiness	<ul style="list-style-type: none"> • Senior meat processing manager
AMP80215 Graduate Diploma in Agribusiness	<ul style="list-style-type: none"> • Senior meat processing manager

Food Services

Qualification	Typical occupational outcomes
AMP20117 Certificate II in Meat Processing (Food Services)	<ul style="list-style-type: none"> • Food services worker • Processor/packer • Meat packer • Production labourer
AMP30216 Certificate III in Meat Processing	<ul style="list-style-type: none"> • Food services operator • Wholesale meat preparation • Poultry processor

Meat Retail

Qualification	Typical occupational outcomes
AMP20117 Certificate II in Meat Processing (Food Services)	<ul style="list-style-type: none"> • Food services worker • Processor/packer • Meat packer • Production labourer
AMP20316 Certificate II in Meat Processing (Smallgoods)	<ul style="list-style-type: none"> • Assistant smallgoods worker
AMP20415 Certificate II in Meat Processing (Meat Retailing)	<ul style="list-style-type: none"> • Meat retailing assistant
AMP30216 Certificate III in Meat Processing (Food Services)	<ul style="list-style-type: none"> • Food services operator • Wholesale meat preparation • Poultry processor
AMP30616 Certificate III in Meat Processing (General)	<ul style="list-style-type: none"> • Supervisor • Team Leader
AMP31016 Certificate III in Meat Processing (Retail Butcher)	<ul style="list-style-type: none"> • Butcher
AMP31216 Certificate III in Meat Processing (Packing Operations)	<ul style="list-style-type: none"> • Packing room supervisor
AMP40215 Certificate IV in Meat Processing (General)	<ul style="list-style-type: none"> • Technical supervisor • Section manager
AMP40315 Certificate IV in Meat Processing (Leadership)	<ul style="list-style-type: none"> • Technical supervisor • Section manager
AMP40415 Certificate IV in Meat Processing (Quality Assurance)	<ul style="list-style-type: none"> • Quality Assurance manager
AMP50115 Diploma of Meat Processing (Meat Retailing)	<ul style="list-style-type: none"> • Meat retailing manager

Game Harvesting

Qualification	Typical occupational outcomes
AMP20117 Certificate II in Meat Processing (General)	<ul style="list-style-type: none"> • Supervisor • Team leader • Wild game harvester

Poultry Processing

Qualification	Typical occupational outcomes
AMP20117 Certificate II in Meat Processing (Food Services)	<ul style="list-style-type: none"> • Food services worker • Processor/packer • Meat packer • Production labourer • Poultry processor
AMP30216 Certificate III in Meat Processing (Food Services)	<ul style="list-style-type: none"> • Food services operator • Wholesale meat preparation • Poultry processor
AMP303316 Certificate III in Meat Processing (Meat Safety)	<ul style="list-style-type: none"> • Meat Inspector
AMP30616 Certificate III in Meat Processing (General)	<ul style="list-style-type: none"> • Supervisor • Team Leader • Laboratory worker
AMP30716 Certificate III in Meat Processing (Quality Assurance)	<ul style="list-style-type: none"> • Quality Assurance officer
AMP30916 Certificate III in Meat Processing (Smallgoods - General)	<ul style="list-style-type: none"> • Smallgoods maker
AMP40215 Certificate IV in Meat Processing (General)	<ul style="list-style-type: none"> • Technical supervisor • Section manager
AMP40315 Certificate IV in Meat Processing (Leadership)	<ul style="list-style-type: none"> • Technical supervisor • Section manager
AMP40415 Certificate IV in Meat Processing (Quality Assurance)	<ul style="list-style-type: none"> • Quality Assurance manager
AMP40515 Certificate IV in Meat Processing (Meat Safety)	<ul style="list-style-type: none"> • Meat Inspector
AMP60115 Advanced Diploma of Meat Processing	<ul style="list-style-type: none"> • Meat processing manager
AMP80115 Graduate Certificate in Agribusiness	<ul style="list-style-type: none"> • Senior meat processing manager
AMP80215 Graduate Diploma in Agribusiness	<ul style="list-style-type: none"> • Senior meat processing manager

Key features of the training package and the industry that will impact on the selection of training pathways

A *pathway* is the route or course of action taken to get to a destination. A *training pathway* describes learning activities or experiences used to attain the competencies needed to achieve career goals.

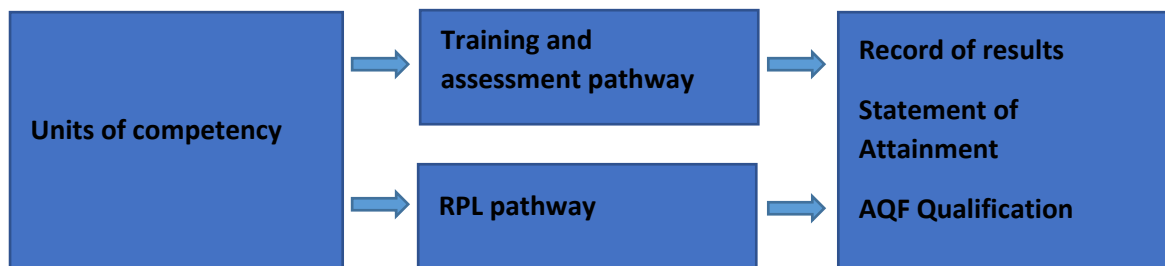
AQF Qualifications Pathways Policy Requirements

The AQF Qualifications Pathways Policy,²¹ as part of the Australian Qualifications Framework, supports students' lifelong learning by aiming to:

- recognise the multiple pathways that students take to gain AQF qualifications and that learning can be formal and informal
- enhance student progression into and between AQF qualifications, both horizontally (across AQF qualifications at the same level) and vertically (between qualifications at different levels).
- support the development of clear pathways in the design of qualifications.

Multiple pathways to gain qualifications

In line with requirements of the *AQF Pathways Policy*, the *AMP Australian Meat Processing Training Package* allows for individuals to follow a training and assessment pathway, or recognition of prior learning (RPL) pathway (or combinations of each pathway) to complete the units of competency needed to be awarded a qualification. These pathways are shown in the following diagram.



Training and assessment pathway

Training and assessment pathways usually incorporate a mix of formal, structured training and workplace experience to build skills and knowledge together with formative and summative assessment activities through which individuals can demonstrate their skills and knowledge. Structured training and assessment courses may be conducted:

- face-to-face
- by distance or e-learning
- in the workplace.
- by combining face-to-face, distance, e-learning and/or workplace delivery.

²¹ The AQF Qualifications Pathways Policy is available to download from the Australian Qualifications Framework website: <<http://www.aqf.edu.au/aqf/in-detail/aqf-policies/>>

RPL pathway

RPL acknowledges that individuals may already have the skills and knowledge required for all or part of a qualification. Individuals can gain credit towards a qualification by providing evidence of their current competency, which may have been gained through formal or informal learning, work experience or general life experience.

Australian apprenticeships/traineeships

Apprenticeships and traineeships are legally binding training arrangements, between an employer and employee, which combine training with paid employment. Australian Apprenticeships are delivered through a cooperative arrangement between the Australian Government, state and territory governments, industry employers and RTOs. Each State or Territory Training Authority (STA/TTA) is responsible for apprenticeships and traineeships in its jurisdiction.²²

Industry stakeholders consider that the qualifications listed below may be suitable for delivery as apprenticeships/traineeships. Training package users are advised to contact the relevant STA/TTA for further advice.

- AMP20117 Certificate II in Meat Processing (Food Services)
- AMP20216 Certificate II in Meat Processing (Smallgoods)
- AMP20316 Certificate II in Meat Processing (Abattoirs)
- AMP20415 Certificate II in Meat Processing (Meat Retailing)
- AMP30116 Certificate III in Meat Processing (Boning Room)
- AMP30216 Certificate III in Meat Processing (Food Services)
- AMP30316 Certificate III in Meat Processing (Meat Safety)
- AMP30416 Certificate III in Meat Processing (Rendering)
- AMP30516 Certificate III in Meat Processing (Slaughtering)
- AMP30616 Certificate III in Meat Processing (General)
- AMP30716 Certificate III in Meat Processing (Quality Assurance)
- AMP30815 Certificate III in Meat Processing (Retail Butcher)
- AMP30916 Certificate III in Meat Processing (Smallgoods – General)
- AMP31016 Certificate III in Meat Processing (Smallgoods – Manufacture)
- AMP31116 Certificate III in Meat Processing (Livestock Handling)
- AMP31216 Certificate III in Meat Processing (Packing Operations)

²² The Australian Apprenticeships website has information about traineeships and apprenticeships. Visit <www.australianapprenticeships.gov.au> for more information. STA contact details are provided in the Links section of this Implementation Guide.

- AMP40215 Certificate IV in Meat Processing (General)
- AMP40315 Certificate IV in Meat Processing (Leadership)
- AMP40415 Certificate IV in Meat Processing (Quality Assurance)
- AMP40516 Certificate IV in Meat Processing (Meat Safety)

VET for secondary students

Vocational Education and Training (VET) programs enable students to acquire workplace skills and knowledge while they are still at school. Successful completion of a VET program provides a student with a nationally recognised AQF qualification (or particular units of competency), usually as part of a senior secondary certificate. VET programs are packaged and delivered in various ways across Australia. The three main delivery arrangements used are:

- schools hold RTO status
- school sectoral bodies (such as Boards of Studies or regional offices) hold RTO status on behalf of a group of schools
- schools work in partnership with RTOs.

No qualifications have been identified for delivery in VET programs for secondary students.

Progression between qualifications

Qualifications have been designed to allow learners to progress into and between qualifications. The following diagram shows the various options for movement into and between qualifications in the *AMP Australian Meat Processing Training Package*.

Certificate level	Industry sector			
	Abattoirs	Smallgoods	Food services	Meat Retailing
Certificate II	AMP20316 Abattoirs	AMP20216 Smallgoods	AMP20117 Food Services	AMP20415 Meat Retailing
Certificate III	AMP30116 Boning room	AMP30916 Smallgoods – General	AMP30216 Food Services	AMP30815 Retail Butcher
	AMP3031 Meat Safety	AMP31016 Smallgoods - Manufacture		
	AMP30416 Rendering			
	AMP30516 Slaughtering			
	AMP30716 General			
	AMP30716 Quality Assurance			
	AMP31116 Livestock Handling			
	AMP31216 Packing Operations			
Certificate IV	AMP40315 Leadership	AMP40315 Leadership	AMP40315 Leadership	AMP40315 Leadership
	AMP40516 Meat Safety			
	AMP40415 Quality Assurance	AMP40415 Quality Assurance		
	AMP40215 General	AMP40215 General	AMP40215 General	AMP40215 General
Diploma	AMP50215 Meat Processing	AMP50215 Meat Processing	AMP50215 Meat Processing	AMP50115 Meat Processing (Meat Retailing)
Advanced Diploma	AMP60115 Meat Processing	AMP60115 Meat Processing	AMP60115 Meat Processing	AMP60115 Meat Processing

Graduate Certificate	AMP80115 Agribusiness	AMP80115 Agribusiness	AMP80115 Agribusiness	AMP80115 Agribusiness
Graduate Diploma	AMP80215 Agribusiness	AMP80215 Agribusiness	AMP80215 Agribusiness	AMP80215 Agribusiness

No national credit arrangements between AMP qualifications and Higher Education exist at this time.

Entry requirements for qualifications

Any specific entry requirement for qualifications in the *AMP Australian Processing Training Package* are included in each qualification. These entry requirements ensure an individual has the skills and knowledge required to undertake the qualification.

The table provides a summary of those qualifications with particular entry requirements.

Qualification	Entry requirements
AMP31216 Certificate III in Meat Processing (Packing Operations)	The following units, or their equivalents, must be completed before starting this qualification: <ul style="list-style-type: none"> ▪ AMPA2068 Inspect meat for defects ▪ AMPA2070 Identify cuts and specifications ▪ AMPA2071 Pack meat product.
AMP40415 Certificate IV in Meat Processing (Quality Assurance)	The following units, or their equivalents, must be completed before starting this qualification: <ul style="list-style-type: none"> ▪ AMPCOR201 Maintain personal equipment ▪ AMPCOR202 Apply hygiene and sanitation practices ▪ AMPCOR203 Comply with Quality Assurance and HACCP requirements ▪ AMPCOR204 Follow safe work policies and procedures ▪ AMPCOR205 Communicate in the workplace ▪ AMPCOR206 Overview the meat industry.
AMP50115 Diploma of Meat Processing (Meat Retailing)	The following units, or their equivalents, must be completed before starting this qualification: <ul style="list-style-type: none"> ▪ AMPCOR401 Manage own work performance ▪ AMPCOR402 Facilitate Quality Assurance process ▪ AMPCOR403 Participate in workplace health and sanitation performance ▪ AMPCOR404 Facilitate hygiene and sanitation performance. <p>Note: Individuals may provide evidence of equivalence in industry skills and knowledge instead of the completion for any of all of the above units of competency.</p> <p>These entry requirements are to ensure that an individual undertaking this qualification will have an appropriate level of skills and knowledge in the areas necessary to complete this qualification successfully.</p>
AMP50215 Diploma of Meat Processing	The following units must be completed before starting this qualification:

	<ul style="list-style-type: none"> ▪ AMPCOR401 Manage own work performance ▪ AMPCOR402 Facilitate Quality Assurance performance ▪ AMPCOR403 Participate in workplace health and safety risk control process ▪ AMPCOR404 Facilitate hygiene and sanitation performance. <p>Note: Individuals may provide evidence of equivalence in industry knowledge instead of the completion for any or all of the above units of competency.</p> <p>These entry requirements are to ensure that an individual undertaking this qualification will have an appropriate level of skills and knowledge in the areas necessary to complete this qualification successfully.</p>
AMP60115 Advanced Diploma of Meat Processing	<p>The following units must be completed before starting this qualification:</p> <ul style="list-style-type: none"> ▪ AMPCOR401 Manage own work performance ▪ AMPCOR402 Facilitate Quality Assurance performance ▪ AMPCOR403 Participate in workplace health and safety risk control process ▪ AMPCOR404 Facilitate hygiene and sanitation performance. <p>Note: Individuals may provide evidence of equivalence in industry knowledge instead of the completion for any or all of the above units of competency.</p> <p>These entry requirements are to ensure that an individual undertaking this qualification will have an appropriate level of skills and knowledge in the areas necessary to complete this qualification successfully.</p>
AMP80115 Graduate Certificate in Agribusiness	<p>Individuals must enter the qualification through one of the following entry points which demonstrate their potential to undertake study at graduate level:</p> <ul style="list-style-type: none"> ▪ an Advanced Diploma or Diploma qualification relevant to an Agrifood industry ▪ relevant extensive vocational experience in middle management in an Agrifood industry at a skill level commensurate with the AQF level 6 attributes and criteria <p>higher education qualification (e.g. Bachelor Degree), with relevant experience in an Agrifood industry.</p>
AMP89215 Graduate Diploma of Agribusiness	<p>Individuals must enter the qualification through one of the following entry points which demonstrate their potential to undertake study at graduate level:</p> <ul style="list-style-type: none"> ▪ an Advanced Diploma or Diploma qualification relevant to an Agrifood industry ▪ relevant extensive vocational experience in middle management in an Agrifood industry at a skill level commensurate with the AQF level 6 attributes and criteria ▪ higher education qualification (e.g. Bachelor Degree), with relevant vocational experience in and Agrifood industry.

Selecting electives to enable different occupational outcomes

Qualifications include elective units that should be selected according to the needs of the learner. The choice of elective units may be negotiated between the learner and/or employer, and the RTO conducting the training program.

Some qualifications allow electives to be selected from within the training package, and also from other training packages and accredited courses. Wherever they are selected from, elective units should provide a vocational focus for the qualification and be relevant to the:

- AQF qualification level
- job role
- work outcomes
- local industry needs
- area of specialisation (if required).

Electives must be chosen to ensure the integrity and occupational outcomes of the qualification. In almost all qualifications the packaging rules will have been deliberately written to prevent an RTO from delivering a qualification totally comprised of 'easy options' in order to make the delivery of the qualification easier at the expense of disregarding the occupational outcomes required by the job role, workplace requirements and industry practices.

Where the packaging rules might make this possible, the RTO must structure the electives to ensure the integrity of the qualification is not compromised and will deliver to the individual the outcomes required by the workplace and job role, not make it easier for the RTO to deliver and assess. For example, it has been identified that packaging rules for the *AMP30516 Certificate III in Meat Processing (Slaughtering)* may make it possible to select very similar units but for different species in order to compromise the overall integrity of the qualification. The qualification is not limited to a single species to enable broad usage; however, care should be taken if selecting units covering more than one species that this is for the purposes of meeting occupational outcomes and not to create an 'easy' qualification to deliver and assess.

Training package delivery and assessment

RTOs must ensure that both training and assessment complies with the relevant standards²³. In general terms, training and assessment must be conducted by individuals who:

- have the necessary training and assessment competencies
- have the relevant vocational competencies at least to the level being delivered or assessed
- can demonstrate current industry skills directly relevant to the training/assessment being delivered
- continue to develop their VET knowledge and skills, industry currency and trainer/assessor competence.

Assessors of some units of competency may have to meet requirements in addition to those of the *Standards for Registered Training Organisations (RTOs) 2015/AQTF* requirements for assessors.

Check the *Assessment Conditions* section (provided in the assessment requirements that accompany each unit of competency) for specific assessor requirements.

Some specific considerations in relation to the *AMP Australian Meat Processing Training Package* are included below.

Amount of training and volume of learning

RTOs must create a training and assessment strategy for delivery of AQF qualifications that reflects the complexity required of that qualification. An essential consideration in the training and assessment strategy is to ensure the amount of training provided is sufficient so that the learner can:

- meet the requirements of each qualification
- gain the skills and knowledge specified in the units of competency.

The amount of training involves all the formal learning activities provided to a learner, for example, classes, tutorials, field-work, lectures, online or self-paced study, as well as workplace learning. Training should take into account the need to allow learners to reflect on and absorb the knowledge, to practise the skills in different contexts and to learn to apply the skills and knowledge in the varied environments that the 'real world' offers before being assessed.

AQF qualifications differ in terms of their complexity. The complexity of a qualification is defined by:

- the breadth and depth of the knowledge
- skills required
- application of knowledge and skills, and
- the AQF volume of learning.

The AQF volume of learning describes how long a learner, without any competencies identified in the qualification, would normally take to develop all the required skills and knowledge at that qualification

²³ RTOs regulated by Australian Skills Quality Authority (ASQA) must comply with the Standards for Registered Training Organisations (RTOs) 2015. RTOs regulated by the Western Australian Training Accreditation Council (WA TAC) or the Victorian Registration and Qualifications Authority (VRQA) must check with their regulator for current requirements.

level. The volume of learning includes all teaching, learning and assessment activities that are undertaken by the typical student to achieve the learning outcomes of the particular qualification.²⁴

Access and equity considerations

An RTO's training and assessment practices should minimise any barriers to training and assessment by considering the individual needs of learners. Some needs that could affect an individual's participation in training and assessment include:

- age
- gender
- cultural or ethnic background
- disability
- sexuality
- language, literacy or numeracy skills
- employment status
- geographical location.

While the design and content of this training package supports equitable access and progression for all learners, it is the responsibility of the RTO delivering and assessing qualifications to:

- ensure that training and assessment processes and methods do not disadvantage individuals
- determine the needs of individuals and provide access to any educational and support services necessary.

Some practical ways that access and equity issues could be addressed include:

- modifying assessment processes for learners located at a distance from a campus location
- checking that materials are culturally appropriate for learners and amending, as necessary
- making sure that activities and assessments are suitable for the language, literacy and numeracy skill levels of learners (while meeting the requirements of the unit of competency).

Reasonable adjustment for learners with disabilities

A legislative framework underpins and supports the delivery of vocational education and training across Australia. Under this framework, RTOs must take steps to provide enrolled learners with recognised disabilities access to same training as learners without disabilities.

In some cases, 'reasonable adjustments' are made to the training environment, training delivery, learning resources and/or assessment tasks to meet the needs of a learner with a disability. An adjustment is 'reasonable' if it can accommodate the learner's particular needs, while also taking into account factors such as:

- the views of the learner
- the potential effects of the adjustment on the learner and others
- the costs and benefits of making the adjustment to the RTO.

Adjustments must:

- be discussed and agreed to by the learner with a disability
- benefit the learner with a disability

²⁴ Information sourced from Australian Government, ASQA, *Fact Sheet: Determining the amount of training*, <https://www.asqa.gov.au/sites/g/files/net2166/f/FACT_SHEET_Amount_of_training.pdf> viewed June 2017:

- maintain the competency standards
- be reasonable to expect in a workplace.²⁵

Foundation skills in units of competency

Foundation skills are the ‘non-technical skills’ that individuals need so they can participate effectively in workplaces, in education and training, and in their communities.

Under the *Standards for Training Packages 2012*, training package developers must include foundation skills in units of competency, however, the method and format for doing this has not been prescribed.

In the *AMP Australian Meat Processing Training Package* (and all training packages developed by Skills Impact) the foundation skills are shown in a table format as shown in the following example.

Foundation Skills	
This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.	
Skill	Description
Reading	<ul style="list-style-type: none"> ▪ Interpret and comprehend standard operating procedures for marinade injecting process
Writing	<ul style="list-style-type: none"> ▪ Complete records according to workplace guideline
Numeracy	<ul style="list-style-type: none"> ▪ Monitor marinade level and temperature
Navigate the world of work	<ul style="list-style-type: none"> ▪ Apply workplace procedures relevant to own role
Interact with others	<ul style="list-style-type: none"> ▪ Report operational and safety information to relevant personnel using required communication method
Get the work done	<ul style="list-style-type: none"> ▪ Address routine problems according to workplace guidelines.

Frameworks used

The foundation skills are derived from two national frameworks:

- The *Australian Core Skills Framework* (ACSF) is used to identify learning, language, literacy and numeracy (LLN) skills.
- The *Core Skills for Work Developmental Framework* (CSfW) is used to identify employability/employment skills.

The skills included in these two frameworks are summarised in the table below.

ACSF	CSfW	
Skills	Skills clusters	Skills or focus area
<ul style="list-style-type: none"> ▪ Learning ▪ Reading ▪ Writing 	Navigate the world of work	<ul style="list-style-type: none"> ▪ Managing one’s own career and work life ▪ Understanding one’s own work role, and the associated rights and obligations

²⁵ The *Disability Standards for Education, 2005* and accompanying guidance notes can be downloaded at <http://education.gov.au/disability-standards-education>.

<ul style="list-style-type: none"> ▪ Oral Communication ▪ Numeracy 	Interact with others	<ul style="list-style-type: none"> ▪ Communicating in the workplace ▪ Connecting and working with others ▪ Recognising, respecting and using diverse perspectives
	Get the work done	<ul style="list-style-type: none"> ▪ Planning and organising workplace tasks ▪ Making decisions ▪ Identifying and solving problems ▪ Being creative and innovate ▪ Working with digital systems/technologies

The five skills from the ACSF are identified separately with descriptions explaining how the skill underpins the performance criteria. The three skill clusters from the CSfW are identified with descriptions explaining how the respective skill or focus area(s) underpin the performance criteria.

The foundation skills table in each unit:

- identifies applicable underpinning skills
- describes the application of each skill in the context of the performance criteria.

Only those foundation skills that **ARE NOT** explicit in the performance criteria appear in the foundation skills mapping table.

The foundation skills are an integrated part of the unit for training and assessment purposes. Therefore, it is important that users look closely at both the foundation skills and the performance criteria, to make sure that **all** foundation skills are considered during delivery and assessment.

Key legislative implications for implementation

Regulatory or licensing requirements are identified in the *Application* field of units of competency and the *Qualification description* field in qualifications. If there are no particular requirements, then the statement 'No occupational licensing, legislative or certification requirements apply to this unit/qualification at the time of publication' will appear.

Health and safety requirements

In general, health and safety requirements are addressed in specific work health and safety units of competency or embedded in particular units of competency in the *AMP Australian Meat Processing Training Package*.

RTOs must make sure that delivery of health and safety content is contextualised to comply with the relevant legislation in the state/territory in which they are training. Details of state and territory regulators, together with some useful workplace health and safety organisations, have been included in the following tables.

State/Territory Regulators

State/Territory	Regulating Body	Website
Australian Capital Territory	WorkSafe ACT	http://www.worksafe.act.gov.au

New South Wales	SafeWork NSW	http://www.safework.nsw.gov.au
Northern Territory	NT WorkSafe	http://www.worksafe.nt.gov.au
Queensland	Workplace Health and Safety Queensland (WHSQ)	http://www.worksafe.qld.gov.au
South Australia	SafeWork SA	http://www.safework.sa.gov.au
Tasmania	WorkSafe Tasmania	http://worksafe.tas.gov.au
Victoria	WorkSafe Victoria	http://www.worksafe.vic.gov.au
Western Australia	WorkSafe WA	http://www.commerce.wa.gov.au/WorkSafe

National organisations

Name	Function	Website
Safe Work Australia	Leads the development of national policy to improve work health and safety and workers' compensation arrangements across Australia.	http://www.safeworkaustralia.gov.au
Comcare	The Comcare scheme provides rehabilitation and workers' compensation and occupational health and safety arrangements for Australian Government employees and for the employees of organisations which self-insure under the scheme.	http://www.comcare.gov.au
National Industrial Chemicals Notification and Assessment Scheme (NICNAS)	NICNAS is the Australian Government regulator of industrial chemicals. NICNAS is responsible for: <ul style="list-style-type: none"> ▪ providing a national notification and assessment scheme to protect the health of the public, workers and the environment from the harmful effect of industrial chemicals, and ▪ assessing all chemicals new to Australia and those chemicals already used (existing chemicals) on a priority basis, in response to concerns about their safety on health and environmental grounds. 	http://www.nicnas.gov.au

Other legislative requirements

The Australian meat industry operates under a range of acts, regulations and/or industry standards. Following is a summary of key requirements.

Seventy per cent of meat consumed in Australia is produced in export-registered abattoirs under the control of the Australian Department of Agriculture Water and the Environment (DAWE). The Department of Agriculture regulates export operations in all states and territories. Apart from export certification, the Department of Agriculture supplies both a meat inspection service (including veterinarians and meat inspectors) and a regulatory oversight by Area Technical Managers.

In order to supply meat to the domestic market, all meat processing plants must be licensed with the relevant state/territory authorities. Most authorities have different classes of licence depending on the type of animal/meat being processed.

Since the early 1990s, the regulation of the domestic meat industry in each state and territory has been conducted by state meat hygiene authorities. While there are variations in requirements, all abattoirs must meet the agreed Australian Standards, which are referenced in the legislation in each state/territory. The responsible bodies are:

- PrimeSafe Victoria regulates meat hygiene
- South Australia Meat Hygiene Unit is part of the Department of Primary Industries and Resources (PIRSA)
- the Meat Branch of NSW Food Authority (previously known as Safe Food Production NSW) is responsible for meat hygiene regulation
- Safe Food Queensland incorporates all aspects of food safety in all food products, including meat
- Department of Health, with input from the Western Australian Meat Industry Authority, controls meat hygiene in Western Australia
- Department of Primary Industries, Parks, Water and Environment regulates the Tasmania meat industry
- Department of Primary Industries and Resources regulates the meat industry in the Northern Territory.

All state and territory meat hygiene authorities base their legislation on the Australian Standards, in particular *AS 4696:2007 Australian Standard for the hygienic production and transportation of meat and meat products for human consumption*.

The Australian Standards largely apply to wholesale businesses handling raw meat. Once a product is further processed by cooking, drying or fermentation, it is regulated by food authorities applying the Australian New Zealand Food Standards Code, although the *AS 4696:2007 Australian Standard for the hygienic production and transportation of meat and meat products for human consumption* also applies.

Meat Standards Australian (MSA) is a voluntary eating-quality grading system proven to take the guesswork out of buying and cooking Australian beef and lamb. All products identified with the MSA symbol have met strict criteria to ensure they achieve consumer expectations for tenderness, juiciness and flavour. Only licensed producers can apply the MSA grading system. Australian brands can choose to underpin the eating quality of their products by using the MSA standards and grading specification. These brands may also have additional specifications, which can be applied at grading.

Most retail activity is controlled by state or territory food authorities and by local councils.

Australian standards that apply to meat processing

There are a number of Australian Standards that apply to meat processing. As mentioned above, meat that is further processed by cooking, drying or fermentation must also meet the requirements of the Australian New Zealand Food Standards Code.

The Australian Standard that applies to meat processing depends on the type of processing that is occurring. The various standards and how they apply are listed below:

- *AS 4696:2007 Australian Standards for the hygienic production and transportation of meat and meat products for human consumption*
- *AS 5812:2017 Manufacturing and marketing of pet food* provides requirements for the manufacture and marketing of pet food intended for consumption by domesticated cats and dogs
- *AS 4464:2007 Hygienic production of game meat for human consumption* applies to game animals shot in the field and processed at game processing plants
- *AS 4466:1998 Hygienic production of rabbit meat for human consumption* applies to rabbits and hare, both those shot in the field and those raised commercially
- *AS 5010:2001 Hygienic production of ratite (emu and ostrich) meat for human consumption* applies to emus and ostriches processed at specialist abattoirs, with full ante-mortem and post-mortem inspection
- *AS 4465:2006 Construction of premises and hygienic production of poultry meat for human consumption* applies to all poultry processing, including further processing such as boning and packing
- *AS 5011:2001 Hygienic production of natural casings for human consumption* applies only to casing manufactured from animal intestines, not artificial casings
- *AS 5008:2007 Hygienic rendering of animal products* applies to rendering of meat by-products from slaughtering and processing for the production of inedible tallow and meat meal

The *Biosecurity Act 2015* has replaced the *Quarantine Act 1908* and sets up new requirements and regulatory powers that will affect how the department manages the biosecurity risks of goods, people and conveyances entering Australia.

The *Land Transport Standards and Guidelines* are being regulated into law by State and Territory governments²⁶. Currently the Standards are implemented in all states except for Western Australia.

All cattle, sheep and goats processed in Australia and destined for Muslim markets are slaughtered under the Australian Government Supervised Halal Program, which is administered by the Department of Agriculture, Water and the Environment. A list of recognised Islamic Organisations have an Approved Arrangement with the Department for the Certification of red halal meat and red meat products for export.²⁷

Meat Inspection standards

There are two tiers of meat inspection standard in Australia, based on the level and type of meat inspection system in place:

- Tier 1 – applies to domestic meat establishments that are registered to export meat and meat products to applicable markets under the Australian Standards

²⁶ Source: <http://www.animalwelfarestandards.net.au/land-transport/>

²⁷ <https://www.agriculture.gov.au/export/controlled-goods/meat/elmer-3/list-islamic-halal-certification>

- Tier 2 – other export markets require that export registration and oversight of establishments is administered by the Australian government, and this is referred to as Tier 2
- Professional accreditation in the industry
- The only sector-specific occupation requiring a licence is the role of meat inspector and the registration can be with a federal or state authority depending on the nature of the enterprise.
- However, this industry also employs electricians, plumbers and forklift drivers which are all licensed occupations.
- National Feedlot Accreditation Scheme
- The National Feedlot Accreditation Scheme (NFAS) is an independently audited quality assurance scheme that was initiated by ALFA and is managed by an industry committee, the Feedlot Industry Accreditation Committee (FLIAC). Participation in the NFAS is voluntary.

The following table lists the particular requirements that may impact on qualifications and/or skill sets in the *AMP Australian Meat Processing Training Package*

Some units of competency (and their associated assessment requirements) contain references to 'industry standards'. 'Industry standards' may relate to:

- existing legislative instruments
- current industry 'good' practice.

Note: Selection of elective units of competency that specify particular licensing, legislative or certification requirements may impact on qualifications. This includes all qualifications, not just those listed in the table.

Qualification/Skill set/Unit of competency	Description of requirement
AMP30316 Certificate III in Meat Processing (Meat Safety)	To work as a meat inspector, candidates must register with their state authority, or with the federal authority, the Department of Agriculture and Water Resources (DAWR).
AMP40516 Certificate IV in Meat Processing (Meat Safety)	To work as a meat inspector, candidates must register with their state authority, or with the federal authority, the Department Agriculture and Water Resources (DAWR)

Users of this Implementation Guide are advised to keep up-to-date with changes to legislative requirements by checking with the relevant regulatory authority.

Training and assessing environments

The Assessment Conditions section of the Assessment Requirements states whether assessment must take place in a real workplace or whether an environment that 'accurately represents workplace conditions' can be used.

An environment that accurately represents workplace conditions is one which offers real life working conditions with the actual characteristics of that working environment, including equipment, interactions with other people and completion of tasks within timeframes, if these are requirements of the working environment.

For Certificate II and Certificate III level qualifications most of the task-related training will occur in the workplace, as part of the daily work schedule. This is particularly the case in the meat processing sector. This is because the nature of the work and licencing laws means there is no way of creating a simulated workplace. The trainee will be working at a specific station in the production line, alongside

an experienced supervisor or other skilled worker. Training will be provided by the RTO trainer during visits to the production site – during these visits it is highly likely that the RTO trainer will be working with several trainees. Training will be supported by the supervisor or another skilled worker who has been tasked with providing guidance, direction and training of the trainee as they work.

The size of an organisation in which the individual is undertaking training may have an impact on training delivery particularly if the organisation is particularly large or small. While the job roles and processes might be the same they might be carried out in a different order of operations. This may mean that the order of the delivery and assessment performance criteria or other parts of a unit of competency might need to be rearranged to suit a particular workplace. As long as the entire unit is covered by the training and assessment processes overall then that is acceptable to do.

Some parts of the theory training are likely to occur in the enterprise training room, facilitated by an RTO trainer. This training may be incorporated into the trainee's induction process and involve presentations from several people including enterprise personnel. It may occur as a block of up-front training before the trainee goes onto the processing line, or it may be a series of short sessions intermixed with work on the production line.

Training in meat retailing premises is often delivered on site also. Training is delivered under supervision using the workplace location and equipment. Only those aspects which cannot be delivered at work are undertaken elsewhere – sometimes off-site at a training facility, sometimes in a separate room at the workplace.

This training may also include the trainee accessing self-paced online or printed training programs addressing theory components, viewing short videos, or completing online quizzes.

In some cases, trainees may be given reference materials and/or small research assignments to complete – this is more likely to occur at Certificate III level.

Some methods a trainer can use to monitor the quality and consistency of the training support provided by a supervisor or another skilled worker include:

- regularly reviewing the trainee's performance and progress with the supervisor or work colleague
- observing the trainee's progress during regular visits to the workplace (note that direct communication with the trainee may not always be possible, especially where this may pose health and safety risk such as when a trainee is using a bandsaw)
- regular conversation with the trainee, either on or off the job as appropriate, to discuss their progress and confidence in the quality of training provided.

In cases where training and assessment in a real workplace is not possible or practical, trainers and assessors must make sure learners have opportunity to complete tasks:

- to the quality standards, and within the acceptable timeframes, required by the industry
- in a manner that meets the industry's safety standards.

When individuals are undertaking training in higher level qualifications, such as Certificate IV and above, some aspects of the training, such as workshops consisting of half or a full day of training or blocks of training that may occur over several days, may be conducted away from the enterprise. There may also be projects and research that will need to be undertaken at work or in their own time.

Assessment methods

A variety of assessment methods are recommended for use with the *AMP Australian Meat Processing Training Package*.

Workplace referees

Workplace referees are expected to be well briefed by the assessor, including the legal implications of any statements they are signing. Suitable referees are usually an immediate supervisor or experienced work colleague who has ample opportunity to observe the trainee's performance.

Their key role is to testify to consistency of performance over a period of time. Therefore, they must view the trainee working in a production context long enough for them to confidently say the trainee can work at production speed and at a level of accuracy and efficiency expected in the enterprise.

They are expected to make notes and comments to support their assessment of the trainee's work. A workplace referee can be more than one person.

Knowledge tests

Knowledge tests can be used as a check of understanding of the underpinning knowledge. These are questions an auditor or overseas reviewer might expect a worker to answer during a workplace audit.

Knowledge tests are expected to reflect language and literacy requirements of the workplace. This means they can be administered either orally or in writing, and may allow the use of reference material, depending on the requirements of the job.

On-the-job demonstration

On-the-job demonstration with assessor observation can be used to assess both skills and knowledge. It enables assessment within the context of the work instruction, regulatory requirements, chain speed etc. The assessor is expected to discuss performance with and debrief the trainee.

Workplace projects

Workplace projects are often used where a real-time workplace activity is not available, for example a product recall. They may involve simulation however simulated assessments are generally not recommended for the *AMP Australian Meat Processing Training Package*.

Workplace projects enable application of knowledge to the workplace context. They encourage use of the tools and systems used in the workplace as well as analysis and problem solving which will benefit the enterprise.

All assessment must be conducted according to the applicable Australian meat industry standards and regulations.

Legal considerations for learners in the workplace/on placements

Legal requirements that apply to specific sectors covered by this Training Package vary across each state and territory and can change from time to time. Contact the relevant state or territory department/s to check. STA contact details are provided in the Links section of this Implementation Guide. The Fair Work Ombudsman has some general guidelines and fact sheets about unpaid work.²⁸

Work placements should always involve the appropriate supervision and guidance from individuals in the workplace and trainers and assessors from the RTO and must adhere to required legislation that applies in the jurisdiction e.g. learners must be supplied with the appropriate personal protection equipment (PPE) and training on how to use the PPE effectively prior to undertaking tasks that include health and safety risks.

Resources and equipment lists

RTOs must make sure that all resources and equipment required to train and assess units of competency are available. Details of specific resources, including equipment and materials essential for assessment, are listed in the Assessment Conditions sections of Assessment Requirements documents. Where units of competency require assessment in the workplace, the workplace must include the full range of equipment required to do the task, as listed in the Assessment Conditions.

²⁸ Fair Work Ombudsman: < <http://www.fairwork.gov.au/how-we-will-help/templates-and-guides/fact-sheets/unpaid-work>>

Training Package developer's quality assurance process for Companion Volumes

Companion Volumes are developed in consultation with industry representatives, trainers and assessors, members of Industry Reference Committees (IRCs) and their representatives. These key stakeholders provide and review content to ensure that information is relevant and useful.

The Companion Volumes undergo continuous improvement in response to feedback lodged on the Skills Impact website ([http://www.skillsimpact.com.au/contact/.](http://www.skillsimpact.com.au/contact/))

Links

Industry links

Organisation	Details	Website
Australian Chicken Meat Federation	A peak coordinating body for participants in the chicken meat industry in Australia. ACMF represents all elements of the industry, including chicken growers and processors, at the national level.	https://www.chicken.org.au/
Australian Lot Feeders' Association	A peak body representing the Australian cattle feedlot industry.	http://www.feedlots.com.au/
Australian Meat Industry Council	A peak council representing retailers, processors, exported and smallgoods manufacturers in the post-farmgate meat industry.	http://amic.org.au/
Australasian Meat Industry Employees Union	The union representing workers in the meat industry	https://amieu.asn.au/
Australian Meat Processor Corporation	A rural research and development corporation that supports the red meat processing industry	https://www.ampc.com.au/
Australian Pork Limited	A rural industry service body for the Australian pork industry	http://australianpork.com.au/
Department of Agriculture, Water and the Environment	The federal regulatory authority	http://agriculture.gov.au/

Department of Health (WA)	State regulatory authority for Western Australia	https://ww2.health.wa.gov.au/
Department of Primary Industries, Parks, Water and Environment (Tas)	State regulatory authority for Tasmania	https://dpiwwe.tas.gov.au/
Department of Primary Industries and Resources (NT)	State regulatory authority for the Northern Territory	https://dpir.nt.gov.au/
Kangaroo Industry Association of Australia	A peak body representing the kangaroo industry in Australia	http://www.kangarooindustry.com/
Meat Branch of NSW Food Authority	State regulatory authority for NSW	https://www.foodauthority.nsw.gov.au/industry/meat
Meat and Livestock Australia	A research, development and marketing organisation providing services to the red meat industry	https://www.mla.com.au/
National Association of Testing Authorities Australia	The authority that provides assessment, accreditation and training services to laboratories and testing facilities	https://www.nata.com.au/
National Meat Industry Training Advisory Council (MINTRAC)	A company that represents the meat industry on training matters	https://mintrac.com.au/
PrimeSafe (Vic)	State regulatory authority for Victoria	https://www.primesafe.vic.gov.au/
Red Meat Advisory Council	A peak body representing beef, sheep meat and goat meat businesses from paddock to plate	https://rmac.com.au/

Safe Food Queensland	State regulatory authority for Queensland	https://www.safefood.qld.gov.au/
South Australian Meat Hygiene Unit	State regulatory authority for South Australia	http://www.pir.sa.gov.au/biosecurity/food_safety/meat

State and Territory Training Authorities

Australian Capital Territory	https://www.education.act.gov.au/
New South Wales	https://www.industry.nsw.gov.au/
Northern Territory	http://www.business.nt.gov.au/
Queensland	https://desbt.qld.gov.au/training
South Australia	http://www.statedevelopment.sa.gov.au/
Tasmania	http://www.skills.tas.gov.au/
Victoria	http://www.education.vic.gov.au/
Western Australia	http://www.dtwd.wa.gov.au

General

Organisation/Resource	Details	Website
Australian Qualifications Framework: Second edition, January 2013	National policy for regulated qualifications in Australian education and training	http://www.aqf.edu.au/
Training.gov	National register of training packages	http://www.training.gov.au/
Australian Apprenticeships	Quick and easy access to information about Australian apprenticeships	www.australianapprenticeships.gov.au
Australian Skills Quality Authority (ASQA)	National regulator for Australia's vocational education and training sector	http://www.asqa.gov.au
Training Accreditation Council Western Australia (WA TAC)	Regulates vocational education and training in WA	http://www.tac.wa.gov.au
Victorian Registration and Qualifications Authority (VRQA)	Regulates vocational education and training in in Victoria Regulates apprenticeships and traineeships in Victoria	http://www.vrqa.vic.gov.au/
Safe Work Australia	Leads the development of national policy to improve work health and safety and workers' compensation arrangements	http://www.safeworkaustralia.gov.au/sites/SWA