

**Modification history**

Release	Comments
Release 1	This version released with FBP Food, Beverage and Pharmaceutical Training Package version 5.0.

FBPOIL3XX5	Operate and monitor a complecting process
<b>Application</b>	<p>This unit of competency describes the skills and knowledge required to operate, monitor, adjust and shut down a complector used to refine oil products that are most often used to make pastries.</p> <p>This unit applies to individuals who apply basic operating principles to the operation and monitoring of complecting equipment in an edible oils production environment.</p> <p>All work must be carried out to comply with workplace procedures, in accordance with State/Territory work health and safety, and food safety regulations, legislation and standards that apply to the workplace.</p> <p>No occupational licensing, legislative or certification requirements apply to this unit at the time of publication.</p>
<b>Prerequisite Unit</b>	Nil
<b>Unit Sector</b>	Oil refining (OIL)

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare the complector and related equipment for operation	1.1 Confirm flake is available to meet product recipe requirements 1.2 Identify safety requirements and wear appropriate personal protective equipment ensuring correct fit 1.3 Confirm complector has been cleaned and is not locked out 1.4 Fit and adjust machine components and related attachments, including hoses, according to operating requirements 1.5 Acknowledge and load recipe to meet production requirements 1.6 Conduct pre-start checks according to operator instructions
2. Operate and monitor the complector	2.1 Start up and operate the equipment according to safe operating procedures 2.2 Ensure equipment and hoses are placed for optimal operations and to ensure safety 2.3 Monitor equipment and services to ensure optimal operations 2.4 Identify and report irregularities in equipment operation and report any maintenance requirements 2.5 Confirm that specifications are met at each stage according to production processing specifications 2.6 Identify, rectify or report out-of-specification product and process outcomes 2.7 Maintain the work area according to workplace guidelines 2.8 Test complected samples to ensure product meets specifications 2.9 Enter workplace records in required format
3. Shut down the complector	3.1 Identify the appropriate shutdown procedure 3.2 Shut down the process safely according to operating procedures 3.3 Identify and report maintenance requirements 3.4 Ensure waste is disposed of in line with environmental guidelines

<b>Foundation Skills</b>	
<i>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.</i>	
<b>Skill</b>	<b>Description</b>
Learning	<ul style="list-style-type: none"> <li>Solve routine problems according to workplace guidelines and using experience of past solutions</li> </ul>
Reading	<ul style="list-style-type: none"> <li>Interpret standard operating procedures for the completing process</li> </ul>
Writing	<ul style="list-style-type: none"> <li>Complete processing records using electronic, digital and/or paper-based formats</li> </ul>
Numeracy	<ul style="list-style-type: none"> <li>Monitor control points for time, temperature, crystallization and percentage (%) fat content</li> </ul>

<b>Unit Mapping Information</b>			
<b>Code and title current version</b>	<b>Code and title previous version</b>	<b>Comments</b>	<b>Equivalence status</b>
FBPOIL3XX5 Operate and monitor a completing process	FBPGPS2002 Operate a completing process	Unit title and code updated to better match work task  Minor changes to Performance Criteria to clarify intent  Foundation skills refined  Performance Evidence clarified  Minor changes to Knowledge Evidence and Assessment Conditions	Equivalent unit

<b>Links</b>	Companion Volumes, including Implementation Guides, are available at VETNet: <a href="https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4">https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4</a>
--------------	---

<b>TITLE</b>	<b>Assessment requirements for FBPOIL3XX5 Operate and monitor a complecting process</b>
<b>Performance Evidence</b>	
<p>An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.</p> <p>There must be evidence that the individual has operated and monitored a complecting process to produce at least one batch of pastry fat to meet refined product specifications, including:</p> <ul style="list-style-type: none"> <li>• applying safe work practices</li> <li>• taking corrective action in response to typical faults and inconsistencies</li> </ul>	

<b>Knowledge Evidence</b>	
<p>An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:</p> <ul style="list-style-type: none"> <li>• principles of preparing pastry margarine using a complector, including:             <ul style="list-style-type: none"> <li>• a basic understanding of crystallisation</li> <li>• the relationship between stages of crystal formation, work input and temperature</li> <li>• the purpose and requirements of a holding stage</li> </ul> </li> <li>• basic operating principles of equipment, including:             <ul style="list-style-type: none"> <li>• main equipment components</li> <li>• status and purpose of guards and lagging</li> <li>• equipment operating capacities and applications</li> <li>• the purpose and location of sensors and related feedback instrumentation</li> </ul> </li> <li>• services required for a complecting process, and action to take if services are not available</li> <li>• good manufacturing practices (GMP) relevant to work task</li> <li>• the flow of this process and the effect of outputs on downstream processes</li> <li>• quality characteristics to be achieved by the final pastry margarine</li> <li>• variations of quality characteristics according to types of pastry margarine produced</li> <li>• quality requirements of flake used and effect of variation on process performance</li> <li>• operating requirements and parameters and corrective action required where operation is outside specified operating parameters</li> <li>• typical equipment faults and related causes, including:             <ul style="list-style-type: none"> <li>• signs and symptoms of faulty equipment</li> <li>• early warning signs of potential problems</li> </ul> </li> <li>• methods used to monitor the production process, including inspecting, measuring and testing</li> <li>• inspection or test points (control points) in the process and the related procedures and recording requirements</li> <li>• contamination/cross contamination and food safety risks associated with the process and related control measures</li> <li>• common causes of variation and corrective action required</li> <li>• health and safety hazards and controls</li> <li>• requirements of different shutdowns as appropriate to the process and workplace production requirements, including:             <ul style="list-style-type: none"> <li>• emergency and routine shutdowns</li> <li>• procedures to follow in the event of a power outage</li> </ul> </li> <li>• isolation, lock out and tag out procedures and responsibilities</li> <li>• procedures and responsibility for reporting production and performance information</li> <li>• environmental issues and controls relevant to the process, including waste/rework collection, and handling procedures related to the process and procedures for containing spills</li> <li>• basic operating principles of process control, where relevant, including the relationship between control panels and systems and the physical equipment</li> <li>• operating procedures for related packaging equipment</li> <li>• routine process maintenance procedures for complectors</li> <li>• cleaning procedures for complectors</li> <li>• product traceability procedures.</li> </ul>	

<b>Assessment Conditions</b>	
<p>Assessment of this unit of competency must take place under the following conditions:</p> <ul style="list-style-type: none"> <li>• physical conditions:                             <ul style="list-style-type: none"> <li>• a workplace or an environment that accurately represents workplace conditions</li> </ul> </li> <li>• resources, equipment and materials:                             <ul style="list-style-type: none"> <li>• oil complector and services</li> <li>• flake to be processed</li> <li>• personal protective clothing and equipment</li> <li>• sampling schedules and test procedures and equipment</li> <li>• cleaning materials and equipment</li> </ul> </li> <li>• specifications:                             <ul style="list-style-type: none"> <li>• work procedures, including advice on safe work practices, food safety, quality and environmental requirements</li> <li>• information on equipment capacity and operating parameters</li> <li>• production schedule/batch details</li> <li>• specifications, control points and processing parameters</li> <li>• documentation and recording requirements.</li> </ul> </li> </ul> <p>Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.</p>	
<b>Links</b>	Companion Volumes, including Implementation Guides, are available at VETNet: <a href="https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4">https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4</a>