

**Modification history**

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

FBPOPR1004X	Prepare basic mixes
<b>Application</b>	<p>This unit of competency describes the skills and knowledge required to combine ingredients and additives in the correct quantities and to operate mixing and blending equipment to prepare basic mixes.</p> <p>This unit applies to individuals who work under direct supervision. It has application in a variety of food processing operations, involving basic mixes made using pre-mix ingredients, where the knowledge of ingredient sequencing and ingredient characteristics is minimal.</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>	Operational (OPR)

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 for mixing or blending	1.1 Read or listen to work instructions from supervisor and ask for clarification where necessary 1.2 Identify health and safety hazards and food safety hazards and inform supervisor 1.3 Use appropriate personal protective equipment as required 1.4 Check that materials are available to meet production requirements 1.5 Identify and measure required ingredients according to workplace procedures 1.6 Enter processing or operating parameters for mixing or blending to meet safety and production requirements 1.7 Check equipment performance and adjust according to operating requirements 1.8 Perform pre-start checks according to operator instructions
2. Operate and monitor the mixing or blending process	2.1 Add ingredients to the mixer in the required quantities to meet recipe specifications 2.2 Start the mixing and blending process according to safe operating procedures 2.3 Monitor equipment to identify variation in operating conditions and report issues to supervisor 2.4 Monitor the mixing process to confirm that specifications are met 2.5 Identify and report or adjust out-of-specification product and process outcomes 2.6 Maintain a clean and tidy work area according to workplace procedures
3. Shut down the mixing or blending process	3.1 Identify and apply the shut-down procedure safely according to operating procedures 3.2 Identify and report maintenance requirements 3.3 Clean equipment and work area to meet workplace requirements

<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>
Reading	<ul style="list-style-type: none"> <li>• Interpret work instructions</li> <li>• Interact with process control screens</li> <li>• Interpret simple workplace form and records (digital and/or paper based)</li> <li>• Read best before dates</li> </ul>
Writing	<ul style="list-style-type: none"> <li>• Complete simple workplace records and checklists</li> </ul>
Oral communication	<ul style="list-style-type: none"> <li>• Follow simple, clear instructions</li> <li>• Ask questions to clarify understanding</li> </ul>
Numeracy	<ul style="list-style-type: none"> <li>• Measure ingredients by weight and/or volume according to product specification</li> <li>• Correctly sequence the addition of ingredients to mix</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>
FBPOPR1004X Prepare basic mixes	FBPOPR1004 Prepare basic mixes	Application of unit clarified  Minor changes to Performance Criteria  Foundation skills refined  Performance Evidence and Knowledge Evidence clarified Minor changes to 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>
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<b>TITLE</b>	<b>Assessment requirements for FBPOPR1004X Prepare basic mixes</b>
<b>Performance Evidence</b>	
<p>An individual demonstrating competency in this unit must satisfy all of the elements and performance criteria of this unit.</p> <p>There must be evidence that the individual has prepared a basic mix for at least one batch of products, to specification, including:</p> <ul style="list-style-type: none"> <li>• applying food safety procedures to work practices</li> <li>• following safe work procedures.</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>• basic functions and operating principles of equipment used</li> <li>• services required and action to take if services are not available</li> <li>• the flow of the mixing process and the effect of mix preparation on downstream processes</li> <li>• ingredient shelf-life and handling requirements</li> <li>• quality characteristics required of ingredients used</li> <li>• required attributes of the mixed/blended output</li> <li>• the effect of the mixing or blending parameters</li> <li>• common contamination and cross-contamination risks involved with the process and ingredients used</li> <li>• food safety risks associated with the process and related control measures, including product compatibility and associated cleaning requirements</li> <li>• operating requirements and parameters, and corrective action required, where operation is outside specified operating parameters</li> <li>• procedures and responsibility for reporting production and performance information</li> <li>• health and safety hazards and controls</li> <li>• shutdown and cleaning procedures, including isolation, lock-out and tag-out procedures and responsibilities</li> <li>• environmental issues and controls, including waste/rework collection and handling procedures related to the process</li> <li>• cleaning and sanitation procedures for mixing/blending equipment.</li> </ul>	

<b>Assessment Conditions</b>	
<p>Assessment of skills 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>• personal protective clothing and equipment</li> <li>• mixing or blending process equipment and services</li> <li>• ingredients and additives required for the mixing/blending process</li> <li>• cleaning materials and equipment as required</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>• production schedule/batch/recipe instructions</li> </ul> </li> <li>• relationships:             <ul style="list-style-type: none"> <li>• supervisor.</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>	

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