

## Modification history

Release	Comments
Release 2	This version released with FBP Food, Beverage and Pharmaceutical Training Package Version 5.0
Release 1	This version released with FBP Food, Beverage and Pharmaceutical Training Package Version 1.0

<b>FBPOPR2070</b>	<b>Apply quality systems and procedures</b>
<b>Application</b>	<p>This unit of competency describes the skills and knowledge required to monitor quality of work outcomes to maintain and improve quality at in a food processing context.</p> <p>This unit applies to individuals who work under general supervision and exercise limited autonomy.</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. Monitor quality of work outcome	1.1 Identify quality requirements of work process 1.2 Inspect inputs to confirm capability to meet quality requirements 1.3 Conduct work to produce required outcomes 1.4 Monitor work processes to confirm quality of output and/or service 1.5 Adjust processes to maintain outputs within specification
2. Participate in maintaining and improving quality at work	2.1 Monitor work area, materials, processes and product to ensure compliance with quality requirements and health and safety procedures 2.2 Conduct work in accordance with workplace environmental guidelines 2.3 Identify and report non-conformance in inputs, process, product and/or service according to workplace reporting requirements 2.4 Take corrective action within level of responsibility to maintain quality standards 2.5 Raise quality issues with designated personnel 2.6 Record quality data in accordance with workplace procedures

<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 basic quality directions and instructions</li> </ul>
Oral communication	<ul style="list-style-type: none"> <li>• Discuss and report quality information to relevant personnel</li> </ul>
Numeracy	<ul style="list-style-type: none"> <li>• Perform basic numerical calculations related to monitoring, sampling and testing</li> <li>• Correct/control variation within equipment and process capacity parameters</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>
FBPOPR2070 Apply quality systems and procedures  (Release 2)	FBPOPR2070 Apply quality systems and procedures  (Release 1)	Foundation Skills updated  Dot points about product traceability and recall added to Knowledge Evidence	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 FBPOPR2070 Apply quality systems and procedures</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 applied quality systems and procedures on at least two separate occasions, including:</p> <ul style="list-style-type: none"> <li>• identifying control points or inspection points for own work and related methods used to monitor quality</li> <li>• maintaining quality of own work, including relevant checks and inspections where required in order to monitor control points and check and inspect equipment, materials, product, packaging consumables, processing conditions and service standards relevant to own work</li> <li>• determining when and how to make adjustments to maintain output within specified parameters</li> <li>• identifying and responding to out-of-specification or unacceptable inputs and/or outputs</li> <li>• recording quality data in required format.</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>• quality policy, procedures and responsibilities</li> <li>• quality system used in the workplace, sources of information on quality requirements, the role of internal and external auditors, as appropriate, and performance improvement processes</li> <li>• traceability requirements</li> <li>• recall procedures for products that do not meet food safety standards</li> <li>• basic concepts of quality assurance, including hazards, risk assessment and control methods</li> <li>• requirements of internal and external customers</li> <li>• control points for own work, including the purpose of the control point, the risk if not controlled and the method of control used</li> <li>• monitoring, testing and inspection procedures relating to process control requirements</li> <li>• scope to correct/control variation within equipment and process capacity parameters</li> <li>• evidence of out-of-specification or unacceptable performance</li> <li>• procedures for responding to out-of-specification or unacceptable performance/outcomes, including procedures for identifying or isolating materials or product of unacceptable quality</li> <li>• systems used to trace product ingredients as relevant to own work</li> <li>• requirements to report and record quality information.</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>• skills must be demonstrated in a workplace setting or an environment that accurately represents a real workplace</li> </ul> </li> <li>• resources, equipment and materials: <ul style="list-style-type: none"> <li>• sampling and test procedures and related equipment</li> <li>• systems for recording quality information</li> </ul> </li> <li>• specifications: <ul style="list-style-type: none"> <li>• work instructions</li> <li>• quality policy, system and procedures, including company codes of practice/Good Manufacturing Practice.</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>	<p>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></p>