

14928 version 2

Manage processing and production of meat products for retailing

Level: 5 Credits: 15

Entry information: Open.

Special notes

1 Definition

Companies includes independent retail meat outlets, retail meat franchises, and supermarkets with retail meat departments. It includes all butcheries.

2 Legislation relevant to this unit standard includes but is not limited to the: Food Act 1981, Australia and New Zealand Food Code 2002, Food Hygiene Regulations 1974, Health and Safety in Employment Act 1992, Biosecurity Act 1993, Fair Trading Act 1986, Weights and Measures Act 1987, Animal Products Act 1999 and their subsequent amendments, or replacement legislation and regulations.

3 This unit standard may be assessed on the basis of evidence of demonstrated performance in the workplace where company process and product requirements are documented or in simulated work situations such as at a regional assessment centre. In practice, this will call for a variety of modes of assessment and forms of evidence. Evidence is also required to demonstrate knowledge, understanding, and skill in the principles and practices directly relating to the competent performance of elements and performance criteria.

Judgment statement

Verifier: The trainee has shown ability to meet the standard stated within this unit in accordance with company specifications, procedures and where appropriate manufacturer's instructions.

Assessor: Based on the evidence of the verifier and demonstrated skills and knowledge the candidate has met the criteria as specified within this unit including all range statements.

Focus: Throughout this area of assessment the candidate will need to consistently apply knowledge learned relating to sound businesses practices, organisational business rules and legislative requirements relating to acts, codes and legislation listed above.

Element 1

Write specifications for processing and manufacturing meat products for retail.

Range: processes must include but are not limited to three of the following - purchasing, delivery of stock, storage, meat cutting and processing, adding value to meat products, packing, waste control;

products must include but are not limited to three of the following - cuts of meat, joints and rolls of meat; minced, diced, preserved, coated, dried, cooked and packaged meat; poultry, smallgoods; and meat based products such as pies and pasties prepared for retail sale.

Performance Criteria	Candidate	Verifier/Assessor
1.1 All major tasks, decisions, contingencies, functions and responsibilities of staff, controls and safety considerations involved in a work process are described in the standardised specification of the processes and products.	Write specifications for processing and manufacturing meat products for retail. You will need to agree the three process with your assessor before you start to write them. processes can be any of the following or others agreed to by your assessor:	Processes and product specifications do not need to be those ones used by the trainees employer but must be written and formatted in accordance with company requirements.
1.2 Product specifications identify the nature, dimensions, content, weight, use, and quality of the product.	<ul style="list-style-type: none">▪ purchasing,▪ delivery of stock,▪ storage,▪ meat cutting and processing,▪ adding value to meat products,▪ packing,▪ waste control	Assessors agreeing to processes and/or products not listed within the ranges given must ensure the products and processes require a similar level of complexity to those listed.
1.3 Standardised processes and products produce consistent results in accordance with company requirements and food safety and hygiene legislation.	You will also need to agree the product specifications, identifying the nature, dimensions, content, weight, use, and quality of the product the processes apply to including three of the following: cuts of meat, joints and rolls of meat; minced, diced, preserved, coated, dried, cooked and packaged meat; poultry, smallgoods; and meat based products such as pies and pasties prepared for retail sale.	
1.4 Processes and product specifications are documented in accordance with company requirements.	Processes and product specifications need to be documented in accordance with company requirements.	

Element 2

Manage production to meet deadlines and targets.

Performance Criteria		Candidate	Assessor
2.1	Work priorities are established which meet company requirements.	The candidate can: <ul style="list-style-type: none">▪ establish work priorities▪ allocated staff to tasks to make best use of available workforce	
2.2	Staff are allocated to tasks to make best use of available workforce in accordance with company requirements.		
2.3	Adequate resources are available to meet company production schedules. Range: space, equipment, tools, time.	The candidate ensures: <ul style="list-style-type: none">▪ adequate space, equipment, tools and time are available to meet company production schedules▪ product waste is minimised▪ production schedules are achieved on time and to specified quantities and quality▪ standardised processes are followed throughout production	
2.4	Product waste is minimised in accordance with company standard for meat yield.		
2.5	Production schedules are achieved on time and to specified quantities and quality.		
2.6	Standardised processes are followed throughout production.		

Element 3

Demonstrate knowledge of processing and production problems.

Performance Criteria	Candidate	Assessor
3.1 Processing and production problems are identified and verified with reference to company requirements and legislation. Range: may include but is not limited to – problems of supply, storage, machinery, workflow, use of space, productivity, staffing.	Candidates can: <ul style="list-style-type: none">▪ Identify processing and production problems which may include supply, storage, machinery, workflow, use of space, productivity and staffing▪ Identify and evaluate alternative solutions▪ Implement solutions to solve or minimise the impact of the identified problem. The candidate should write up an identification, evaluation and solution cycle example they have completed or one they have identified but not yet implemented.	If the example is actual it should be verified as having solved or minimised the impact of the identified problem. If the example is theoretical it should be verified with management as being implementable and having a good chance of solving or minimising the impact of the identified problem.
3.2 Alternative solutions are identified and evaluated against company and legislative requirements.		
3.3 Implemented solution solves or minimises the impact of the identified problem.		