

2084 Move and handle products and materials in food and drink operations		
SQA Unit Code		H44G 04
Level 2	SCQF Level 5	Credit value 4

Unit Summary

This standard is about moving and handling food and drink products and materials in the workplace. It covers preparing to move and moving products or materials and working safely and hygienically.

This standard is for you if you work in food and drink operations and your job requires you move and handle products and materials in the workplace.

In order to be assessed as competent you must demonstrate to your assessor that you can consistently perform to the requirements set out below. Your performance evidence must include at least one observation by your assessor.

You must be able to:	You need to show:
<p>1. Move and handle products and materials in food and drink operations</p> <p>This means you:</p> <p>Select products or materials to be moved assess the products or materials to be moved to determine best method for moving and handling</p> <p>Check lifting and moving equipment is safe and ready for use</p> <p>Check the required products or materials and make sure they are of the correct quantity and quality</p> <p>Make sure there is space available to move the products or materials</p> <p>Identify which parts of the moving process involve most risk to products or materials and people, and take steps to reduce those risks</p> <p>Use the correct handling techniques and equipment to avoid damage to the products or</p>	<p>Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i></p> <p>Evidence of moving and handling products and materials in food and drink operations as part of your role in accordance with workplace procedures and within the limits of your own responsibilities.</p>

<p>materials, yourself and others</p> <p>Move products or materials to the correct place using the correct transport route</p> <p>Follow company procedures to report or deal with damage to products or materials during moving</p> <p>Return handling equipment to the right place and make sure it is ready for future use</p> <p>Complete all records accurately and promptly follow the required health, safety and hygiene standards when moving and handling materials</p>	
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You need to know and understand:

Evidence of knowledge and understanding should be collected during observation of performance in the workplace. Where it cannot be collected by observing performance, other assessment methods should be used.

1. relevant health, safety and hygiene standards when moving and handling materials and why it is important to follow them
2. methods and equipment that can be used to move and handle products or materials
3. the checks to make before products or materials are moved, including equipment checks
4. how to carry out safety checks on lifting equipment and why it is important to do so
5. the safe lifting limits for yourself and any lifting equipment
6. why it is important to check that the load is suitable to be moved and that you use the right handling equipment for the task
7. designated locations for accumulated products and materials and why these should be used
8. why accumulated products and materials should be moved
9. how to identify which products and materials need removing from the production line
10. the routes to take and why it is important to follow them
11. the hazards to yourself and others when moving and handling products and materials
12. what to do if you find that the products and/or materials or handling equipment are defective or damaged
13. why it is important to maintain the temperature of the materials and the temperature of the location the materials are being moved to
14. the rules and procedures for the different work areas that affect you when moving and products and materials
15. the purpose of electronic recording and scanning systems for moving and handling materials
16. the limits of your own authority and why it is important to work within these limits the importance of effective communication

Evidence of performance may employ examples of the following assessment:

- observation
- written and oral questioning;
- evidence from company systems (e.g. Food Safety Management System)
- reviewing the outcomes of work
- checking any records of documents completed
- checking accounts of work that the candidate or others have written