



Unit F7JY 04 (382)

Grade Fish or Shellfish by Hand

Unit Summary

This Unit is about grading fish and/or shellfish by hand. It details the skills required to set-up and grade fish and/or shellfish. It is also about working to product specifications and production schedules.

This Unit is for you if you grade fish and shellfish by hand.

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 assessors in your work place or work placement.

Achievement of this Unit will provide you with opportunities to develop the following SQA Core Skills:

Communication Access 3

- ◆ Produce simple written communication

Problem Solving Intermediate 1

- ◆ Analyse a straightforward situation or issue
- ◆ Plan, organise and complete a straightforward task
- ◆ Review and evaluate a straightforward problem solving activity

I have completed the requirements of this Unit.

Candidate name: _____ **Date:** _____

Candidate signature: _____ **Date:** _____

I can confirm the candidate has completed all requirements of this Unit.

Assessor signature: _____ **Date:** _____

IV signature: _____ **Date:** _____

Assessment centre: _____

	You must be able to:	Evidence Requirements	Evidence/ Activity Ref No.
1	Prepare to grade fish/shellfish by hand This means you: (a) Prepare according to the legal or regulatory requirements, the organisational health and safety, hygiene and environmental standards and instructions. (b) Confirm grading specification. (c) Prepare the work area into a condition suitable for receiving fish/shellfish. (d) Take effective action in response to operating problems. (e) Maintain effective communications.	Evidence of preparing to grade fish and shellfish in accordance with workplace procedures.	

	You must be able to:	Evidence Requirements (cont) 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. Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i>	Evidence/ Activity Ref No.
2	Grade fish/shellfish by hand This means you: (a) Operate to the legal or regulatory requirements, the organisational health and safety, hygiene and environmental standards and instructions. (b) Grade fish/shellfish according to required size and quality requirements. (c) Achieve required rate of grading. (d) Handle and store fish/shellfish in a manner which maintains quality and condition. (e) Maintain condition of work area throughout grading process. (f) Label fish/shellfish accurately according to organisational requirements. (g) Transfer graded fish/shellfish to the next stage in the process. (h) Take effective action in response to operating problems. (i) Maintain effective communication.	Evidence of carrying out grading in accordance with workplace procedures.	

	You must be able to:	Evidence Requirements (cont) 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. Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i>	Evidence/ Activity Ref No.
3	Finish grading process This means you: (a) Finish according to the legal or regulatory requirements, the organisational health and safety, hygiene and environmental standards and instructions. (b) Dispose of waste according to organisational procedures. (c) Make equipment and work station ready for future use after the completion of the process. (d) Maintain effective communication. (e) Accurately complete all records.	Evidence of finishing grading in accordance with procedures.	

Evidence of Performance

Evidence of performance may employ examples of the following assessment:

- ◆ observation
- ◆ written and oral questioning
- ◆ evidence from company systems (eg 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

Candidate name:		Assessor initials/date
No	Activity	
1		
2		
3		

You need to know and understand		Evidence
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.		
K1	What the legal or regulatory requirements, the organisational health and safety, hygiene and environmental standards and instructions are and what may happen if they are not followed	
K2	The facilities required to grade fish/shellfish.	
K3	How to obtain and interpret grading specifications.	
K4	How to identify commonly processed fish and shellfish species.	
K5	How to prepare and maintain work areas used for grading.	
K6	How to grade by size.	
K7	How to assess and grade by quality.	
K8	Common quality problems and their likely causes.	
K9	Handling methods that maintain the quality and condition.	
K10	The importance of accuracy during grading.	
K11	How to deal with fish/shellfish that is not fit for use.	
K12	What action to take when the grading specification is not met.	
K13	How to dispose of waste correctly and why it is important to do so.	
K14	Product control and traceability during grading operations.	
K15	The limits of your own authority and competence and why it is important to work within those limits.	
K16	What recording, reporting and communication is needed, how to carry this out correctly and the reasons why it is important to do so.	

Notes/comments

Assessor signature: _____

Date: _____