



## Unit F7KA 04 (393)

## Assemble Fish Products by Hand

### Unit Summary

This Unit is about assembling fish products by hand. For example, forming food products using fish in combination with other animal or plant based foodstuffs to develop products such as fish kebabs and sushi products. It is also about working to organisational product specifications and production schedules.

This Unit is for you if you assemble fish products 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	<p>Prepare to assemble fish products</p> <p>This means you:</p> <ul style="list-style-type: none"> <li>(a) Prepare according to the legal or regulatory requirements, the organisational health and safety, hygiene and environmental standards and instructions.</li> <li>(b) Confirm product specification.</li> <li>(c) Prepare work station to ensure conditions are suitable for product assembly.</li> <li>(d) Obtain tools and equipment required to support product assembly.</li> <li>(e) Obtain fish and other raw materials to meet the required product specification.</li> <li>(f) Take effective action in response to operating problems.</li> <li>(g) Maintain effective communication.</li> </ul>	<p>Evidence of preparing for the assembly of fish products in accordance with workplace procedures.</p>	

	<b>You must be able to:</b>	<b>Evidence Requirements (cont)</b>  <b>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.</b>  Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i>	<b>Evidence/ Activity Ref No.</b>
2	Assemble fish products 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) Assemble fish products according to product specification. (c) Use tools and equipment effectively to support production process. (d) Achieve required rate of production. (e) Handle and store fish and other food materials in a manner which maintains quality and condition. (f) Dispose of waste material to maintain condition of work station. (g) Make sure the product is correctly transferred to the next stage in the processing operation. (h) Take effective action in response to operating problems. (i) Maintain effective communication.	Evidence of carrying out the assembly of fish products in accordance with workplace procedures.	

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

**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

**Unit F7KA 04 (393)****Assemble Fish Products by Hand**

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

<b>You need to know and understand</b>		<b>Evidence</b>
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 tools and equipment required to support product assembly.	
K3	How to obtain and interpret the relevant process specification.	
K4	How to identify common fish products and other raw materials.	
K5	How to prepare and maintain work stations in a condition suitable for product assembly.	
K6	How to assess the quality of fish products and other raw materials.	
K7	How to assemble products to achieve the required product specification.	
K8	The importance of accuracy during product assembly.	
K9	How to deal with fish and food materials that are not fit for use.	
K10	Common quality problems associated with the production of fish products.	
K11	The risks associated with the handling of high and low care products.	
K12	What action to take when the process specification is not met.	
K13	When fish and food materials can be re-worked and re-cycled.	
K14	Product control and traceability during product assembly.	
K15	How to maintain the condition of tools and equipment.	
K16	How to dispose of waste correctly and why it is important to do so.	
K17	The limits of your own responsibility and competence and why it is important to work within those limits.	
K18	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:** \_\_\_\_\_