



## Unit F2P9 04 (568)

## Start Up Multi-Stage Operations in Food Manufacture

### Unit Summary

This Unit is about the important activities of starting up multi-stage manufacturing operations in the production, processing and packaging of food and drink products. Complying with health and safety and environmental requirements and the ability to recognise potential improvements to start up procedures are essential features of this Unit.

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.

*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 2

- ◆ Analyse a situation or issue.
- ◆ Plan, organise and complete a task.
- ◆ Review and evaluate a 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.
<p>1 Prepare to start up multi-stage operations</p> <p>This means you:</p> <ul style="list-style-type: none"> <li>(a) Monitor and adhere to hygiene, health and safety and environmental procedures.</li> <li>(b) Evaluate start up procedures for effectiveness, seek areas for improvement and make prompt recommendations for improvements to the relevant people.</li> <li>(c) Establish and maintain effective spoken and written communication with your managers and colleagues.</li> <li>(d) Ensure that all necessary plant, equipment, materials and services are available and fit for use.</li> </ul>	<p>Evidence of preparing to start up multi-stage operations in accordance with workplace procedures.</p>	
<p>2 Start up multi-stage operations</p> <p>This means you:</p> <ul style="list-style-type: none"> <li>(a) Ensure that required instrumentation is working correctly and take relevant action in response to any identified faults.</li> <li>(b) Ensure that plant settings are compatible with optimum achievable performance.</li> <li>(c) Start up is in accordance with procedures and results in efficient use of resources.</li> <li>(d) Evaluate faults for impact on operations and take prompt relevant action within the limits of your own authority.</li> <li>(e) Complete the necessary documentation accurately and legibly and process it correctly.</li> </ul>	<p>Evidence of starting up multi-stage operations in accordance with workplace procedures.</p>	

**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

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

<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 standards of health and safety and hygiene that you are required to work to are and why it is important that you do so.	
K2	What the limits of your own authority and competence are and why it is important to work within them.	
K3	What the lines and methods of effective communication are and why it is important to use them.	
K4	What the documentation requirements are and why it is important to meet them.	
K5	How to access and interpret the relevant plant, process, equipment, material specifications.	
K6	How the process works.	
K7	What the main types of equipment malfunction are.	
K8	How to apply effective problem solving and diagnostic techniques and why it is important to do so.	
K9	What the correct procedures for start up are and why it is important to follow them.	
K10	How faults can impact on operations.	

Notes/Comments

Assessor signature: \_\_\_\_\_

Date: \_\_\_\_\_