

## 3176 Shut down plant and equipment in food manufacture

**SQA Unit Code**

**F2P0 04**

**Level 3**

**SCQF Level 6**

**SCQF Credit value 6**

### Unit Summary

This unit is about shutting down plant and equipment 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 shut down 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.

You must be able to:	You need to show:
<p>1. Prepare to shut down plant and equipment</p> <p>This means you:</p> <p>Check and follow hygiene, health and safety and environmental procedures</p> <p>Make sure than when plant is shut down and the time it takes support efficiency</p>	<p>Evidence must be work-based, simulation alone is only allowed where shown in <b><i>bold italics</i></b></p> <p>Evidence of preparing to shut down plant and equipment in accordance with workplace procedures</p>
<p>2. Implement shut down procedures</p> <p>This means you:</p> <p>Shut down chosen plant, equipment and associated services in line with procedures</p> <p>Deal with residual materials in a manner which means they can be used again</p> <p>Make sure that plant and equipment are safe, secure and fit for purpose so that operations can continue when necessary</p>	<p>Evidence of implementing shut down procedures in accordance with workplace procedures</p>
<p>3. Evaluate the shutting down of plant and equipment</p> <p>This means you:</p>	<p>Evidence of evaluating the shutting down of plant and equipment in accordance with workplace procedures</p>

Consider how useful the shut down procedures are and make suggestions to the relevant person

Complete the necessary documentation accurately and clearly and process it correctly

Keep up effective spoken and written communication with your managers and colleagues

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. To what standards of health and safety and hygiene you are required to work and why it is important that you do so
2. What the limits of your own authority and capabilities are and why it is important to work within them
3. What the correct procedures for dealing with residual materials are and why it is important to follow them
4. What happens after shut down and how your actions effect this
5. What the correct procedures for shut down are and why it is important to follow them
6. What the documentation requirements are and why it is important to meet them.
7. What the lines and methods of effective communication are and why it is important to use them

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