

2082 Monitor stored goods and materials in a food environment		
SQA Unit Code		H3KT 04
Level 3	SCQF Level 5	Credit value 4

Unit Summary

This unit is about the skills needed for you to monitor stored goods and materials in food and drink manufacture and/or supply operations. Monitoring food and drink goods and materials in storage is important to identifying and report any defects and discrepancies in goods and materials; marking and keeping apart any defective goods and materials; and taking action to deal with any goods and materials that may be hazardous.

You will need to be able to monitor goods and materials effectively.

This unit is for you if you work in food and drink manufacture and/or supply operations and are involved in the stores area, and your job requires you monitor food and drink goods and materials in storage.

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. Monitor goods and materials effectively</p> <p>This means you:</p> <p>Monitor regularly and in a way that is thorough and sufficient to identify discrepancies and defects in goods and materials</p> <p>Check in a way that meets your company's requirements</p> <p>Identify defects and discrepancies in goods and materials, and report them promptly</p> <p>Mark out clearly and separate out any goods and materials whose condition present a hazard</p> <p>Use the results of monitoring to identify realistic suggestions to improve the monitoring of goods and materials.</p>	<p>Evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i></p> <p>Evidence of monitoring goods and materials effectively as part of your role in accordance with workplace procedures and within the limits of your own responsibilities.</p>

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.

You need to know and understand:

1. Types and characteristics of goods and materials in storage
2. Why it is important to check goods and materials
3. What checks to make and how to make them
4. How to determine when variances in storage conditions are unacceptable
5. Types of defects and how to recognise them
6. What action to take to deal with unacceptable variances and defects and who to report to
7. How to recognise discrepancies and defects, and goods and materials whose condition presents a hazard
8. What the procedures are for marking non-conforming items and keeping them apart from the rest of the goods and materials
9. What safety and security procedures to implement
10. Relevant national and local regulations that affect storage of goods and materials
11. How to determine whether ideas for making improvements to the monitoring of storage facilities and goods and materials are realistic.

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