

<b>3344 Monitor the slicing and wrapping of meat and meat products</b>		
<b>SQA Unit Code</b>		<b>H64S 04</b>
<b>Level 4</b>	<b>SCQF Level 8</b>	<b>SCQF Credit value 8</b>

**Unit Summary**

This unit is about the skills you need to monitor the slicing and wrapping of meat or poultry products in the context of an abattoir or meat processing business.

The type of wrapping referred to in this standard is that which comes into direct contact with the food. This includes plastic cartons, film and modified atmosphere packaging.

The standard describes the competency associated with the monitoring of work by team members and ensuring that slicing and wrapping operations are carried out both safely and in accordance with organisational procedures.

This unit is for you if you work in a supervisory or team leader role within an abattoir or meat processing business.

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. Organise and prepare for the slicing and wrapping of meat and meat products</p> <p>This means you:</p> <p>Select personal protective clothing and equipment suitable for the process.</p> <p>Contribute to the planning of slicing and wrapping operations to meet food business operators requirements.</p> <p>Confirm slicing and wrapping requirements and output targets.</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 organising and preparing for the slicing and wrapping of meat and meat products in a food environment in accordance with workplace procedures.</p>

<p>Ensure materials and supplies are available to meet output targets.</p> <p>Arrange slicing and wrapping areas to ensure that resources are available to meet business requirements.</p> <p>Allocate suitably skilled staff to specific tasks and duties.</p> <p>Identify and report any non-compliance or shortfall in resource or staff requirements.</p>	
<p>2. Control slicing and wrapping of meat and meat products</p> <p>This means you:</p> <p>Provide support to staff to ensure output yield is maintained.</p> <p>Identify technical problems affecting the quality or quantity of output from slicing and wrapping operations.</p> <p>Identify resource and compliance issues that affect the quality or quantity of output from slicing and wrapping operations.</p> <p>Respond to problems affecting the quality or quantity of output from slicing and wrapping operations in accordance with food business operator's procedures.</p> <p>Report problems affecting quality or quantity of output from slicing and wrapping operations</p> <p>Deal with products that deviate from quality specifications according to food business operator's procedures.</p> <p>Check that products are suitably stored or transferred to the next stage of handling.</p>	<p>Evidence of controlling slicing and wrapping of meat and meat products in a food environment in accordance with workplace procedures.</p>
<p>3. Complete and report on monitoring of slicing and wrapping of meat and meat</p>	<p>Evidence of completing and reporting on monitoring of slicing and wrapping</p>

<p>products</p> <p>This means you:</p> <p>Complete documentation regarding the performance of slicing and wrapping operations.</p> <p>Report faults and that affect the future performance of slicing and wrapping operations.</p> <p>Check that maintenance and cleaning records are complete.</p> <p>Check that handover and shut down procedures are followed.</p> <p>Make recommendations for improvements in the slicing and wrapping process.</p>	<p>of meat and meat products in a food environment in accordance with workplace procedures.</p>
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<p>You need to know and understand:</p> <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.</p> <ol style="list-style-type: none"> <li>1. What the food business operator's arrangements are for scheduling and resourcing the slicing and wrapping process.</li> <li>2. What the slicing and wrapping teams objectives and team competences are.</li> <li>3. What the systems and procedures are for planning, scheduling and resourcing slicing and wrapping operations.</li> <li>4. The probable impact of inadequate process scheduling and resourcing.</li> <li>5. How to use and interpret the food business operator's procedures for slicing and wrapping operations.</li> <li>6. What the importance is of allocating staff with the right competences to specific tasks and duties.</li> <li>7. Why there is a need to update and amend schedules and resource information to meet business needs.</li> <li>8. What the probable impact is of non-availability of staff or resources.</li> <li>9. What the communications methods and approaches are for maintaining slicing and wrapping operations.</li> <li>10. The purpose of monitoring slicing and wrapping operations.</li> <li>11. How to identify when team or individual support is required and how to provide effective support.</li> <li>12. What the food business operator's arrangements are for identifying, dealing with and reporting problems with slicing and wrapping operations.</li> <li>13. What the requirements are for the use of quality control documentation</li> </ol>
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14. What the requirements are for the use of maintenance and cleaning schedules.
15. How to assess manufacturing performance in terms of operational yield, target setting, compliance and improvement
16. The importance of reporting slicing and wrapping operation performance and improvement issues.

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