Unit F2L5 04 (547) Develop Product Specifications in Food Manufacture

Unit Summary

This Unit is about developing and agreeing final specifications in a food and drink manufacturing environment. You will need to base these on the evaluation from outcomes of the product trials. You must also agree material components and assess the production costs and estimate the final price of the product. You will ensure that the specification is accurate and comprehensive. You need to develop and communicate recommendations relating to commercial manufacture.

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 very 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: _____

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You must be able to		Evidence Requirements **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.** Your evidence must be work-based, simulation alone is only allowed where shown in ***bold italics***	Evidence/ Activity Ref No.
1	Construct a final specification This means you: (a) Base your specification on an accurate evaluation of the outcomes from product trials. (b) Clearly define, in your specification, the production methods and sequences which will be used.	Evidence of constructing a final specification in accordance with workplace procedures.	
2	Evaluate the trial and produce a production plan This means you: (a) Agree the material, components and equipment requirements with the relevant people and specify them accurately. (b) Specify all the necessary quality requirements and the methods to achieve and measure them. (c) Assess production costs and estimate final price of product.	Evidence of evaluating the trial and producing a production plan in accordance with workplace procedures.	
3	Communicate the final specification to all relevant people This means you: (a) Clearly define, in your specification, the final product characteristics. (b) Develop specifications that are clear and unambiguous. (d) Communicate the recommendations relating to manufacture promptly and accurately to the relevant people.	Evidence of communicating the final specification to all relevant people in accordance with workplace procedures.	

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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

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Candidate name:		Assessor initials/date
No	**Activity**	
1		
2		
3		

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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.		**Evidence**
K1	The principles of quality assurance and the methods by which these should be applied.	
K2	The impact of legislation on the product specification.	
K3	Reasons for acceptance and rejection of specifications.	
K4	How to construct specifications and protocols.	
K5	The methods for shelf-life trials and analysis and interpretation of results.	
K6	The methods and reliability of product characteristic analysis.	
K7	The methods for measuring outcomes of product trials.	
K8	How to define and compile specifications.	
K9	How to define material, component and equipment requirements.	
K10	How to make recommendations relating to manufacture.	
K11	The importance of accurate communication of technical data to the relevant people and methods of achieving this.	
K12	Importance of accurate interpretation of technical data and methods of achieving this.	
K13	Why hazard analysis and risk assessment are included in the final specification.	
K14	With whom you need to communicate.	
K15	To whom you need to report, present and make recommendations.	
K16	The quality assurance methods that are applied.	
K17	How to assess production costs.	
K18	How to estimate final price of product.	
K19	How to use systems available for development processes.	
K20	What product specifications are used for.	
K21	What the standard format for specifications are to meet customer and organisational requirements, and how to create this specification.	
K22	How to work out costing.	

Notes/Comments

Assessor signature: _____ **Date:** _____