



Unit F2N9 04 (571)

Monitor and Control the Recovery of By-products and Waste Disposal in Food Manufacture

Unit Summary

By-products from food and drink manufacturing operations may have economic value as re-work, food for animals or non-food use. The separation and recovery of usable by-products is therefore an important activity. The disposal of waste is also an essential activity which must comply with statutory regulations for hygiene, health and safety and for the protection of the environment

The Unit is about monitoring and controlling the separation and recovery of by-products, proposing solutions and taking appropriate actions when problems occur. The Unit is also about monitoring and controlling the disposal of waste according to legislative and environmental 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.

Achievement of this Unit will provide you with opportunities to develop the following SQA Core Skills:

Communication Intermediate 2

- ◆ Read, understand and evaluate written communication.

Working with Others Intermediate 2

- ◆ Work with others in a group to analyse, plan and complete an activity.

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: _____

<p>You must be able to</p>	<p>Evidence Requirements</p> <p>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.</p> <p>Your evidence must be work-based, simulation alone is only allowed where shown in <i>bold italics</i></p>	<p>Evidence/Activity Ref No.</p>
<p>1 Organise and control the separation of by-products</p> <p>This means you:</p> <ul style="list-style-type: none"> (a) Organise own and others' work practices in ways which enable the separation of by-products from waste in accordance with operational requirements. (b) Separate by-products into the specified categories so that their future use and value is maintained. (c) Store by products in accordance with operational and statutory requirements. (d) Achieve quality specification and achieve maximum yield with minimum waste. (e) Take corrective action when deficiencies occur within the limits of your authority, and report the actions taken to the relevant people. (f) Forward by-products to their specified destinations in accordance with operational and statutory requirements. (g) Separate waste into the specified categories in ways which enable subsequent handling to conform to operational and statutory requirements. (h) Organise the storage of waste and monitor it in ways which ensure it does not exceed levels that impede production and breach statutory requirements. 	<p>Evidence of organising and controlling the separation of by-products in accordance with workplace procedures.</p>	

		Evidence Requirements (cont)	
1 (cont)	<ul style="list-style-type: none"> (i) Handle waste in ways which eradicate the risks of cross contamination and non conformance to operational and statutory requirements. (j) Complete the documentation accurately and legibly and make it available to the relevant people. 		
2	<p>Organise and control the recovery of by-products for further processing</p> <p>This means you:</p> <ul style="list-style-type: none"> (a) Organise own and others' work practices in ways which enable the by-products to be stored and recovered by specified category in accordance with operational requirements. (b) Store specified categories of by-products in accordance with operational and statutory requirements. (c) Handle and further process specified categories of by-products to achieve quality specifications, maximise yield and minimise waste. (d) Forward by-products to their specified destinations in accordance with operational and statutory requirements. (e) Deposit separated waste into the specified storage locations in accordance with operational and statutory requirements. (f) Maintain specified waste storage areas and monitor them so that the specified levels are not exceeded. (g) Handle by-products and waste in ways which eradicate the risks of cross-contamination and non-conformance to operational and statutory requirements. (h) Complete the documentation accurately and legibly and make it available to the relevant people. 	Evidence of organising and controlling the recovery of by-products for further processing in accordance with workplace procedures.	

	Evidence Requirements (cont)	Evidence/ Activity Ref No.
<p>3 Organise and control the disposal of waste and despatch of by-products</p> <ul style="list-style-type: none"> (a) Organise your own and others' work practices in ways which enable the despatch of by-products and the disposal of waste to be carried out in accordance with operational and statutory requirements. (b) Check that storage conforms to operational and statutory requirements. (c) Take corrective action when problems occur within the limits of your authority, and report the actions taken to the relevant people. (d) Handle separated by-products in ways which maintain the quality specifications, maximise yield and minimise waste. (e) Despatch by-products to their specified destinations in accordance with operational and statutory requirements. (f) Dispose of waste in accordance with operational and statutory requirements. (g) Handle separated waste in ways which eradicate the risks of cross-contamination, environmental nuisance, reduction of the commercial value of the waste and breach of statutory requirements. (h) Complete the documentation accurately and legibly and make it available to the relevant people. 	<p>Evidence of organising and controlling the disposal of waste and despatch of by-products 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

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

You need to know and understand		Evidence
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	The work practices to adopt and the policies, procedures and instructions to follow.	
K2	How operational requirements affect work practices.	
K3	What cross contamination is.	
K4	The effects of cross contamination and how to evaluate the risks of cross contamination.	
K5	The statutory regulations and how they apply to the control and recovery of by-products and to the disposal of waste.	
K6	The importance of conforming to statutory regulations.	
K7	How to complete documentation and the importance of accurate records.	
K8	The recording and reporting procedures.	
K9	How to report problems and to whom to report.	
K10	The types and uses for by-products and waste.	
K11	How to optimise future use and value of by-products.	
K12	The potential problems in organising and controlling the separation of by-products.	
K13	Why by-products and waste need to be separated into different categories and what the categories are.	
K14	How to separate by-products and waste into the specified categories.	
K15	How to maximise yield and minimise waste and what effect that has on the product and on the organisation.	
K16	The types of deficiencies that can occur, how to identify these and take corrective actions.	
K17	How to recover, handle and store the different categories of by-products and waste, how to check them and the importance of this.	
K18	The by-products and waste forwarding procedures and methods and how to carry them out.	
K19	The monitoring requirements relating to storing waste.	
K20	The importance of not exceeding the specified limits for stored waste.	
K21	The different types of by-products and the handling methods and techniques involved.	
K22	The by-product storage levels and the potential effects of storing waste above specified levels.	
K23	The further processes which the different categories of by-products can be subjected to.	
K24	The quality standards related to separated by products.	
K25	How to achieve the quality specification and to maximise yield and minimise waste and why this is important.	
K26	How to forward by-products to their specified destination.	
K27	How to deposit waste in the specified storage locations and the importance of this.	
K28	How to monitor the waste storage areas and the implications of poor maintenance.	

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You need to know and understand (cont)		
K29	What constitutes environmental nuisance, how this can be avoided, how to minimise environmental nuisance and reduce the risk of cross contamination.	
K30	How to handle and dispose of waste.	
K31	The storage requirements of by-products and waste and how to check them.	
K32	How to identify and solve problems.	
K33	The despatch methods, policies and procedures.	
K34	How to despatch separated by-products and the importance of maximising yield and minimising waste and how to do this.	
K35	The quality specifications to achieve and how handling and storage techniques affect them.	

Notes/Comments

Assessor signature: _____ **Date:** _____