



## Unit F2KH 04 (264)

## Control Slicing and Bagging in Food Manufacture

### Unit Summary

This Unit is about controlling slicing and bagging machinery to slice and bag products in a semi-automated or fully automated food production environment. Machines typically slice and bag products for the mass market but may be set up to slice more specialist products.

You need to show that you can competently start up, operate and shut down slicing and bagging machinery, which may be part of a plant line or stand alone equipment. You will need to demonstrate that you can control the infeed and outputs of the machinery to meet production requirements and effectively deal with problems as they arise.

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

Numeracy Access 3

- ◆ Apply simple numerical skills in everyday contexts.

Problem Solving Access 3

- ◆ Analyse a simple situation or issue.
- ◆ Plan, organise and complete a simple task.

*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:** \_\_\_\_\_

You must be able to		Evidence Requirements	Evidence/ Activity Ref No.
1	<p>Prepare machinery</p> <p>This means you:</p> <ul style="list-style-type: none"> <li>(a) Check the availability of products for slicing and bagging against your specifications.</li> <li>(b) Set up slicing and bagging machinery according to specifications.</li> <li>(c) Start up slicers and baggers to specifications and check that they are working correctly.</li> <li>(d) Communicate with others effectively</li> <li>(e) Deal with problems effectively to maintain schedules.</li> </ul>	<p>Evidence of preparing machinery in accordance with workplace procedures.</p>	
2	<p>Operating slicing and bagging machinery</p> <p>This means you:</p> <ul style="list-style-type: none"> <li>(a) Control the infeed of products for slicing to specifications.</li> <li>(b) Control the progress of products during slicing and bagging to specifications.</li> <li>(c) Control the output of bagged products to specifications.</li> <li>(d) Deal with substandard or contaminated products.</li> <li>(e) Control transfer of bagged products to the next processing stage.</li> </ul>	<p>Evidence of operating slicing and bagging machinery in accordance with workplace procedures.</p>	

		Evidence Requirements (cont)	
3	<p>Shut down slicing and bagging machinery</p> <p>This means you:</p> <ul style="list-style-type: none"> <li>(a) Check your specifications to time shut down accurately.</li> <li>(b) Follow procedures to shut down the slicers and baggers correctly.</li> <li>(c) Remove and dispose of waste and product remains correctly.</li> <li>(d) Check and ensure that slicers and baggers are ready for further use.</li> <li>(e) Communicate with others effectively and complete all records and reports.</li> </ul>	Evidence of shutting down slicing and bagging machinery in accordance with workplace procedures.	
4	<p>Following health, safety and hygiene requirements</p> <p>This means you:</p> <ul style="list-style-type: none"> <li>(a) Comply with health, safety and hygiene requirements.</li> <li>(b) Wear the correct personal protective clothing and equipment throughout preparation, production and shutting down operations.</li> </ul>	Evidence of following health, safety and hygiene requirements in accordance with workplace procedures.	

**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

<b>Candidate name:</b>		<b>Assessor initials/date</b>
<b>No</b>	<b>Activity</b>	
1		
2		
3		
4		

<b>You need to know and understand</b>		<b>Evidence</b>
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	What the legal or regulatory requirements, the organisational health and safety, hygiene and environmental standards and instructions are and what may happen if they are not followed.	
K2	The purpose and importance of the process.	
K3	What equipment and tools to use and their correct condition.	
K4	What materials to use and in what quantity.	
K5	How to obtain and interpret the relevant process or ingredient specification.	
K6	What recording, reporting and communication is needed and how to carry this out correctly and the reasons why it is important to do so.	
K7	What action to take when the process specification is not met.	
K8	How to carry out the necessary pre start checks and why it is important to do so.	
K9	How to follow the start up procedures for the process and why it is important to do so.	
K10	How to obtain the necessary resources for the process.	
K11	How to follow work instructions and why it is important to do so.	
K12	Common sources of contamination during processing, how to avoid these and what might happen if this is not done.	
K13	How to operate, regulate and shut down the relevant equipment.	
K14	When it is necessary to seek assistance and how to seek it.	
K15	How to follow the relevant process control procedures and why it is important to do so.	
K16	Different ways to carry out the process.	
K17	How to carry out the process in an efficient manner and why it is important to do so.	
K18	What the limits of your own authority and competence are and why it is important to work within them.	
K19	How to deal with items that can be recycled or re-worked.	
K20	How to dispose of waste correctly and why it is important to do so.	
K21	How to make equipment ready for future use.	

Notes/Comments
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Assessor signature: \_\_\_\_\_

Date: \_\_\_\_\_