



Unit F2J6 04 (563)

Carry Out Process Control of Production in Food Manufacture

Unit Summary

This Unit is about carrying out process control in food and drink production. Process control monitors and adjusts the production process to make sure that customer or company specifications and expectations are satisfied. Strict process control is essential in ensuring the quality, food safety and consistency in large volume production of food and drink products.

Production processes can change quickly so process control is important to maintain the quality of the products and reduce wastage. You need particular skills to observe and act on how the process is working when you have carried out all the routine checks.

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 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: _____

You must be able to	Evidence Requirements	Evidence/ Activity Ref No.
<p>1 Diagnose and solve production problems</p> <p>This means you:</p> <ul style="list-style-type: none"> (a) Identify abnormal occurrences or malfunctions promptly and accurately. (b) Take appropriate corrective action to minimise hazards, risks and losses. (c) Diagnose correctly production faults that are within your own area of expertise and responsibility. 	<p>Evidence of diagnosing and solving production problems in accordance with workplace procedures.</p>	
<p>2 Report and maintain records</p> <p>This means you:</p> <ul style="list-style-type: none"> (a) Report faults with mixtures, products, tools and equipment malfunctions and matters affecting production with appropriate degree of urgency and accurately to relevant personnel. (b) Monitor equipment maintenance records and report variances from legal and standard operational requirements and specifications to relevant personnel. 	<p>Evidence reporting and maintaining records 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		

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	Key features of legal and operational requirements.	
K2	How to use and interpret standard operational procedures and schedules.	
K3	Operational limits and tolerances of appropriate equipment and machinery.	
K4	Requirements for and use of quality control documentation.	
K5	Requirements for and use of scheduling and equipment maintenance.	
K6	The importance of monitoring and reporting production progress.	
K7	How to deal with non-compliance.	
K8	How to diagnose faults within the limit of responsibility for tools, equipment and products.	
K9	How to access and interpret equipment maintenance records.	
K10	How to report and make recommendations resulting from fault diagnosis.	

Notes/Comments

Assessor signature: _____ **Date:** _____