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## Overview

This standard is about the skills and knowledge needed for you to carry out process control of production in food operations and the associated supply chain.

The efficient operation of tools and equipment is essential in ensuring products comply with customer specifications and are produced to organisational production plans. Process control is essential in ensuring adherence to compliance, quality and additional organisational requirements. You must know how and be able to carry out quantitative checking of procedures, materials or products. You must also know how and be able to carry out instrumentation checks including the action to be taken when results do not meet the specification.

Complying with and understanding health and safety, food safety and organisational requirements are essential features of this standard.

This standard is for you if you work in food and drink manufacture and/or supply operations and are involved in carrying out process control of production in food operations.

## Performance criteria

You must be able to:

### **Carry out quantitative checking procedures**

1. prepare equipment and materials to carry out quantitative checks
2. collect the items, products or materials to be checked
3. carry out checking procedures following regulatory and organisational requirements
4. record the results of the checks promptly
5. adhere to organisational requirements to deal with any problems revealed by the checks
6. report the results of the checks to relevant people

### **Carry out instrumentation checks**

7. assemble the equipment and documentation to carry out instrumentation checks
8. identify the checks to be made on instruments and when and where they will be checked
9. check the instruments are working and take accurate readings
10. record readings taken or observations made on the appropriate documentation
11. follow organisational requirements when instrument readings do not meet specifications

## Knowledge and understanding

You need to know and understand:

1. the organisational and regulatory requirements relating to the process control of production
2. the organisational methods of communication including information technology and how to use them
3. what the organisational requirements are for the quantitative checking of a process or an instrument check
4. how to carry out the quantitative check
5. why it is important to check instruments and how to do this
6. why it is important to validate and check processing and production
7. why tolerances are important to the checking of process and instruments
8. why it is important to record information accurately from process control and instrument checks and how to do this
9. the information that can be gathered from process control checks and its uses
10. the organisational requirements for the action to be taken when results are out of specification
11. the limits of your authority and why it is important to adhere to them

Carry out process control of production in food and drink operations

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