

Shut down plant and equipment in food and drink operations

Overview

This standard covers shutting down plant and equipment in the production, processing and packaging of food and drink products in food operations and the associated supply chain.

It is about following laid down procedures, dealing with any residual materials, and making sure that plant and equipment are ready for future use. It covers preparing to, implementing and evaluating the shutting down of plant and equipment. 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 shutting down plant and equipment carrying out process control of production in food and drink operations.

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Performance criteria

You must be able to:

Prepare to shut down plant and equipment

1. check and follow hygiene, health and safety and environmental procedures
2. prepare for shut down in accordance with organisational procedures

Implement shut down procedures

3. shut down chosen plant, equipment and associated services in line with procedures
4. deal with residual materials in a manner which means they can be used again
5. check that plant and equipment are safe, secure and fit for purpose so that operations can continue when necessary

Evaluate the shutting down of plant and equipment

6. evaluate the shut down procedures and make suggestions for improvement to the relevant person
7. complete and process the necessary documentation
8. set up and maintain effective communication, both spoken and written, with managers and colleagues

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Knowledge and understanding

You need to know and understand:

1. to what standards of health and safety and hygiene you are required to work and why it is important that you do so
2. what the limits of your own authority and capabilities are and why it is important to work within them
3. what the correct procedures for dealing with residual materials are and why it is important to follow them
4. what happens after shut down and how your actions affect this
5. what the correct procedures for shut down are and why it is important to follow them
6. what the documentation requirements are and why it is important to meet them
7. what the lines and methods of effective communication are and why it is important to use them

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