

Control depositing in food and drink operations

Overview

This standard is about the skills and knowledge needed for you to control depositing in food and drink operations and the associated supply chain.

This standard is about controlling machinery which deposits filling or topping on products as part of a food and drink manufacturing process. It details the skills required to start up, run and shut down equipment, as well as being able to take the appropriate action should operating problems occur. It is also about working to product specifications and production schedules. 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 controlling depositing.

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Performance criteria

You must be able to:

Prepare for depositing

1. operate to the legal or regulatory requirements, the organisational health and safety, hygiene and environmental standards and instructions when preparing for depositing
2. check the availability of mixtures against specifications
3. set up machinery with the correct nozzles and attachments according to specifications
4. start up machinery to specifications and check that it is working
5. check the condition of mixtures and load into hoppers
6. maintain effective communication

Carry out depositing

7. meet the legal or regulatory requirements, the organisational health and safety, hygiene and environmental standards and instructions when carrying out depositing
8. control the supply of clean trays or tins for depositing to specifications
9. control depositing machinery to produce individual portions to specifications
10. control the storage or racking of trays of deposited products to specifications
11. control transfer of deposited products to the next progressing stage
12. take effective action in response to operating problems

Finish depositing

13. meet the legal or regulatory requirements, the organisational health and safety, hygiene and environmental standards and instructions when finishing depositing
14. check the specifications to time shut down accurately
15. follow procedures to shut down the machinery
16. remove and dispose of unwanted mixtures
17. deal with waste mixtures for re-cycling
18. check that depositing machinery is ready for further use
19. communicate with others effectively
20. complete all necessary documentation

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Knowledge and understanding

You need to know and understand:

1. 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
2. the purpose and importance of depositing
3. what equipment and tools to use and their correct condition
4. what materials to use and in what quantity
5. how to obtain and interpret the relevant process or ingredient specification
6. what recording, reporting and communication is needed and how to carry this out and the reasons why it is important to do so
7. what action to take when the process specification is not met
8. how to carry out the necessary pre start checks and why it is important to do so
9. how to follow the start up procedures for depositing and why it is important to do so
10. how to obtain the necessary resources for depositing
11. how to follow work instructions and why it is important to do so
12. common sources of contamination during processing, how to avoid these and what might happen if this is not done
13. how to operate, regulate and shut down the relevant equipment
14. when it is necessary to seek assistance and how to seek it
15. how to follow the relevant process control procedures and why it is important to do so
16. different ways to carry out depositing
17. how to carry out depositing in an efficient manner and why it is important to do so
18. what the limits of your own authority and competence are and why it is important to work within them
19. how to deal with items that can be re-cycled or re-worked
20. how to dispose of waste
21. how to make equipment ready for future use

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