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## Overview

This standard covers the skills and knowledge needed for you to carry out packaging preparation and on-line checks in brewing.

The correct production of packs and understanding the importance of this is essential to maintaining the integrity of the product. It is therefore essential to maintaining product quality and safety.

This standard is also about understanding the principles of preparation for packaging and carrying out on-line checks in brewing. It covers the regulatory requirements, quality control of containers, packaging and utility services, the purpose of on-line checks, sampling and recording.

This standard is for you if you are involved in, and require a broad knowledge and understanding of, packaging preparation and on-line checks in brewing.

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## Performance criteria

*You must be able to:*

### **Prepare to produce individual packs**

1. prepare to produce individual packs following health, safety and hygiene standards
2. check packing specifications within agreed timescales
3. set up equipment according to specification
4. check that there is sufficient packing material available and that it is fit for use
5. check that services meet requirements
6. check that the product to be packed is available and fit for use
7. take action in response to operating problems
8. maintain communication with the relevant people in accordance with organisational procedures

### **Carry out production of individual packs**

9. carry out production of individual packs following health, safety and hygiene standards
10. use equipment in accordance with health and safety procedures and check that it is supplied with materials
11. monitor pack quality and quantity and take action in response to defects
12. achieve the required quality and quantity of output within the specified time
13. check that there is minimal waste
14. maintain communication with the relevant people in accordance with organisational procedures

### **Finish production of individual packs**

15. finish production of individual packs following health, safety and hygiene standards
16. dispose of surplus consumables in compliance with company procedures
17. deal with waste, scrap and non-standard products
18. stop the packaging run at agreed time
19. make equipment ready for future use after the completion of the process
20. maintain communication with the relevant people in accordance

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- with organisational procedures
21. complete all documentation and records within agreed timescales and in compliance with company procedures

## Knowledge and understanding

*You need to know and understand:*

1. the organisational health and safety, hygiene, environmental and quality standards and instructions
2. the regulations relating to packaging
3. the correct labelling information and requirements
4. the personal protective equipment required
5. the work area tools and equipment needed
6. why it is important to check the cleanliness of work area, tools and equipment
7. what the incoming quality control and on-line checks are and process carried out on container prior to and during filling
8. what the incoming quality control and on-line checks are and processes carried out on packaging materials
9. the procedures and checks carried out on a packaging line before production (including utilities)
10. what the procedures are for changing size, quality, beer type and packaging
11. what the purposes of on-line checks, sampling and record keeping are
12. what on-line production checks take place and how information is recorded for a packaging line
13. how to deal with waste materials in accordance with organisational requirements
14. the need for records to be completed within agreed timescales and to an agreed standard
15. what should be communicated, to whom and why it should be done
16. the limits of your authority and the consequences of exceeding them

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<b>Originating Organisation</b>	Improve
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