
Overview

This standard is about the skills and knowledge needed for you to control the production of ready-to-eat fresh produce products.

You will need the skills and knowledge to select and handle produce according to procedures in order to maintain the safety and quality of the final product and minimise waste. You will need the skills and knowledge to set-up and prepare ready-to-eat products from fresh produce. You will also need the skills and knowledge to work to organisational product specifications and production schedules.

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

Performance criteria

You must be able to:

Prepare to produce products

1. prepare to produce fresh produce according to the legal or regulatory requirements, the organisational health and safety, hygiene and environmental standards and instructions
2. confirm product specification
3. prepare work station to check that conditions are suitable for producing ready-to-eat products
4. obtain produce items and other raw materials to meet the required product specification
5. take action in response to operating problems
6. maintain communication according to organisational procedures

Prepare products

7. prepare fresh produce according to the legal or regulatory requirements, the organisational health and safety, hygiene and environmental standards and instructions
8. prepare items of produce according to product specification
9. use tools and equipment in accordance with relevant rules and procedures to support production process
10. achieve required rate of production
11. handle and store products in a manner which maintains quality and condition
12. maintain condition of work station throughout the process
13. dispose of waste material according to organisational procedures
14. make sure the product is transferred to the next stage in the process
15. take action in response to operating problems
16. maintain communication according to organisational procedures

Finish production operations

17. finish production of fresh produce according to the legal or regulatory requirements, the organisational health and safety, hygiene and environmental standards and instructions
18. deal with materials that can be re-cycled or re-worked
19. dispose of waste material according to organisational procedures
20. make equipment and work station ready for future use, after the

completion of the process

21. maintain communication according to organisational procedures
22. complete all records in accordance with organisational standards

Knowledge and understanding

You need to know and understand:

1. what the legal and regulatory requirements, organisational health and safety, hygiene and environmental standards and instructions are and what may happen if they are not followed
2. the tools and equipment required to support ready-to-eat fresh produce production
3. how to obtain and interpret the relevant process and quality specifications
4. how to identify commonly used items of fresh produce
5. how to prepare and maintain work stations in a condition suitable for ready-to-eat product production
6. how to achieve the required product specification
7. how to assess the quality of ready-to-eat items
8. why the management of food safety is so important to ready-to-eat product production
9. how to deal with a product that is not fit for use
10. common quality problems associated with ready-to-eat product production and their likely causes
11. what action to take when the process specification is not met
12. the importance of accuracy linked to profitability
13. the importance of maintaining product control and traceability
14. how ineffective production can lead to wastage and potential customer complaints
15. how to dispose of waste according to organisational procedures
16. how to deal with operating problems within limits of your own authority and competence and why it is important to work within those limits
17. what recording, reporting and communication is needed, how to carry this out and the reasons why it is important to do so

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