

Overview

This standard is about the intake of fish or shellfish. It details the skills and knowledge required to set-up intake areas and then intake fish or shellfish according to organisational procedures. It includes the inspection processes relevant to vehicles, packaging and product (size, condition, freshness and quality). It is also about working to organisational product specifications and production schedules.

You will need to show that you can prepare to intake fish/shellfish. You will also need to be able to intake fish/shellfish. You must also be able to finish the intake process.

This standard is for you if you work in the fish or shellfish industry and are involved in the intake of fish or shellfish.

Intake fish or shellfish

Performance criteria*You must be able to:*

1. intake fish/shellfish in accordance with organisational standards
2. confirm intake specifications
3. prepare and maintain the work area throughout the process
4. obtain tools and equipment required to support operations, including hygiene equipment
5. assess condition of transportation vehicle against intake specification
6. assess condition of packaging against intake specification
7. sample and inspect fish or shellfish according to intake specification
8. confirm intake specification and label fish or shellfish according to organisational requirements
9. handle and store fish or shellfish during intake in a manner which maintains quality and condition
10. transfer fish or shellfish to the next stage in the process
11. take action to control any non-conforming products
12. dispose of waste according to organisational procedures
13. maintain communication
14. complete records in accordance with organisational requirements

Intake fish or shellfish

Knowledge and understanding

You need to know and understand:

1. what the organisational standards are and what may happen if they are not followed
2. the facilities required to intake fish or shellfish
3. how to obtain and interpret the intake specifications
4. how to identify fish or shellfish species
5. how to prepare and maintain work areas used for the intake of fish or shellfish
6. how to inspect the condition of vehicles
7. how to recognise fish or shellfish species by size
8. how to recognise fish or shellfish quality
9. common quality problems and their likely causes
10. how fish or shellfish are transported to maintain condition and quality
11. how to assess condition of transportation materials and facilities
12. how to sample batches of fish or shellfish
13. inspection methods relating to temperature, quality, freshness, condition and labelling
14. the importance of following organisational intake procedures
15. handling methods that maintain the condition of fish or shellfish
16. labelling and traceability relevant to the intake of fish or shellfish
17. how to deal with non-conforming fish or shellfish that is not fit for use
18. what action to take when the process specification is not met
19. how to dispose of waste and why it is important to do so
20. the limits of your own authority and competence and why it is important to work within those limits
21. what recording, reporting and communication is needed, how to carry this out and the reasons why it is important to do so

Intake fish or shellfish

Developed by	NSAFD
Version Number	3
Date Approved	January 2019
Indicative Review Date	January 2023
Validity	Current
Status	Original
Originating Organisation	Improve
Original URN	FP107S
Relevant Occupations	Plant and Machine Operatives; Manufacturing technologies; Process Operatives; Process, Plant and Machine Operatives
Suite	Fish and Shellfish Processing
Keywords	Fish; Shellfish; Manufacture; Process; Grade; Grading; Transportation