

## Overview

This standard is about the skills and knowledge you need to monitor the slicing and wrapping of meat or poultry products in the context of an abattoir or meat processing business.

The type of wrapping referred to in this standard is that which comes into direct contact with the food. This includes plastic cartons, film and modified atmosphere packaging.

The standard describes the competency associated with the monitoring of work by team members and ensuring that slicing and wrapping operations are carried out according to organisational and regulatory procedures and standards. You must also know how to address problems and be able to apply your skills and knowledge within food safety and health and safety regulations and any relevant international industry codes. You should also have an understanding of how the green circular economy supports repeated use of resources and products within your organisation.

This standard is for you if you work in a supervisory or team leader role within an abattoir or meat processing business.

Monitor the slicing and wrapping of meat and meat products

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## Performance criteria

*You must be able to:*

1. select personal protective clothing and equipment suitable for the process
2. contribute to the planning of slicing and wrapping operations to meet food business operating requirements
3. confirm slicing and wrapping requirements and output targets
4. check materials and supplies are available to meet output targets
5. arrange slicing and wrapping areas to ensure that resources are available to meet business requirements
6. allocate skilled staff to specific tasks and duties
7. identify and report any non-compliance or shortfall in resource or staff requirements
8. provide support to staff to ensure output yield is maintained
9. identify technical problems affecting the quality or quantity of output from slicing and wrapping operations
10. identify and address problems that affect the quality or quantity of output from slicing and wrapping operations
11. deal with products that deviate from quality specifications according to food business operating procedures
12. check that products are stored or transferred to the next stage of handling according to organisational and legal requirements
13. complete documentation regarding the performance of slicing and wrapping operations
14. report faults that affect the future performance of slicing and wrapping operations
15. check that maintenance and cleaning records are complete
16. check that handover and shut down procedures are followed
17. make recommendations for improvements in the slicing and wrapping process

## Knowledge and understanding

### *You need to know and understand:*

1. what the food business operating arrangements are for scheduling and resourcing the slicing and wrapping process
2. what the slicing and wrapping team objectives and team competences are
3. what the systems and procedures are for planning, scheduling and resourcing slicing and wrapping operations
4. the probable impact of inadequate process scheduling and resourcing
5. the importance of maintaining traceability throughout the process
6. how to use and interpret the food business operating procedures for slicing and wrapping operations
7. what the importance is of allocating staff with the right competences to specific tasks and duties
8. why there is a need to update and amend schedules and resource information to meet business needs
9. what the probable impact is of non-availability of staff or resources, including succession planning
10. what the communication methods and approaches are for maintaining slicing and wrapping operations
11. the importance of pre-start safety checks
12. the purpose of monitoring slicing and wrapping operations
13. how to identify when team or individual support is required and how to provide effective support
14. what the food business operating arrangements are for identifying, dealing with and reporting problems with slicing and wrapping operations
15. what the requirements are for the use of quality control documentation
16. what the requirements are for the use of maintenance and cleaning schedules
17. how to assess manufacturing performance in terms of operational yield, target setting, compliance and improvement
18. the importance of reporting slicing and wrapping operation performance and improvement issues
19. the limits of your own authority and competence and why it is important to work within those limits
20. 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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**Suite** Production and Control Operations in Food Manufacture

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