Modification history

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| Release | Comments |
| Release 1 | This version released with FBP Food, Beverage and Pharmaceuticals Training Package version 2.0. |

| FBPCEL2017 | Prepare and make additions and finings |
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| Application | This unit of competency describes the skills and knowledge required to prepare and add finings and additions to wine according to prepared specifications, recipes or operating instructions.  The unit applies to individuals who work under general supervision, with limited autonomy and accountability for their own work.  No occupational licensing, legislative or certification requirements apply to this unit at the time of publication.  All work must be carried out to comply with workplace procedures, in accordance with State/Territory work health and safety, and food safety regulations, legislation and standards that apply to the workplace. |
| Prerequisite Unit | Nil |
| Unit Sector | Cellar Operations (CEL) – Must Adjustment |

| Elements | Performance Criteria |
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| Elements describe the essential outcomes. | Performance criteria describe the performance needed to demonstrate achievement of the element. |
| 1. Prepare additions and finings | 1.1 Confirm work instructions and identify potential WHS hazards and controls in accordance with workplace procedures  1.2 Select and use personal protective clothing and equipment relevant to the job role  1.3 Confirm that product and materials are available to meet production requirements  1.4 Weigh or measure product and materials to meet requirements  1.5 Confirm product and materials handling, mixing and blending equipment and services are ready for use  1.6 Set the process to meet production requirements |
| 2. Make additions and finings | 2.1 Add product and materials in quantities and sequence specified by batch instructions  2.2 Operate the process to meet addition requirements  2.3 Monitor control points to confirm performance is maintained within specification  2.4 Confirm that additions and finings meet specification  2.5 Monitor equipment to confirm operating condition  2.6 Identify, rectify and report out-of-specification product, process and equipment performance |
| 3. Complete additions and finings | 3.1 Complete the process and shut down according to workplace procedures  3.2 Dismantle and prepare equipment for cleaning using safe work practices  3.3 Store unused materials in designated area  3.4 Collect, treat and dispose of or recycle waste generated by both the process and cleaning procedures  3.5 Conduct work in accordance with workplace environmental guidelines  3.6 Record workplace information according to workplace procedures and format |

| Foundation Skills  This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria. | |
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| Skill | Description |
| Reading | * Interpret textual information to identify key information in workplace procedures and work and operator instructions |
| Writing | * Record additions and finings information accurately in workplace forms or systems |
| Numeracy | * Interpret measurements and weights of products and reconcile against batch instructions * Interpret symbols and numbers to calibrate equipment and monitor control points |
| Oral communication | * Ask questions to clarify work instructions and use accurate terminology to report issues |
| Navigate the world of work | * Recognise and follow workplace requirements associated with own role and area of responsibility |
| Interact with others | * Follow accepted workplace practices and protocols for communicating information |
| Get the work done | * Follow clearly defined instructions to identify and assemble resources and sequence tasks to add finings and additions to wine * Monitor processes and control points, identify routine problems related to addition and finings tasks and initiate standard procedures to resolve or report * Use key features and functions and follow routine procedures for using digital technology or systems to record and/or report workplace information * Recognise and act on opportunities for continuous improvement in accordance with workplace practices |

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| Unit Mapping Information | | | |
| Code and title current version | Code and title previous version | Comments | Equivalence status |
| FBPCEL2017 Prepare and make additions and finings | FDFCEL2017A Prepare and make additions and finings | Updated to meet Standards for Training Packages  Minor changes to elements and performance criteria for clarity | Equivalent unit |

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| Links | Companion Volumes, including Implementation Guides, are available at VETNet:  <https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4> |

| TITLE | Assessment requirements for FBPCEL2017 Prepare and make additions and finings |
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| Performance Evidence | |
| An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.  There must be evidence that the individual has followed the steps below to produce two additions and three finings, including:   * accessing workplace information to identify batch instructions for adding finings and additions * selecting, fitting and using personal protective clothing and equipment * confirming supply of services, materials and product required for additions and finings * preparing and confirming status of equipment before commencing process * setting up and starting up the additions and finings process * monitoring additions and finings process control points and equipment * taking corrective action in response to out-of-specification results or non-compliance * shutting down equipment in routine and emergency situations * conducting work safely following work health and safety procedures. | |

| Knowledge Evidence |
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| An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:   * purpose and properties of addition and fining agents * purpose and principles of preparing and making additions and finings * links between making additions and finings and related processes in cellar operations * quality characteristics of product and materials used and effect on process outcome * effect of mixing on the end product * main methods of mixing: * pumping over * gas mixing * rummaging * stirring * venturi mixing * submersible mixers * in-place mixers/tank agitators * dosing * cleaning and sanitation requirements of handling equipment * cross-contamination risks and consequences * batch specifications, procedures and operating parameters * equipment and instrumentation components purpose and operation related to additions and finings * basic operating principles of process control systems * significance and methods of monitoring control points within the additions and finings process * common causes of variation and corrective action required * consequences of over addition including stripping and wasting materials * shutdown and cleaning requirements associated with changeovers and types of shutdowns * work health and safety hazards and controls * workplace procedures and responsibility for: * reporting problems * environmental issues and controls * waste handling requirements * recording requirements. |

| Assessment Conditions |
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| Assessment of skills must take place under the following conditions:   * physical conditions: * a workplace or an environment that accurately represents workplace conditions * resources, equipment and materials: * personal protective clothing and equipment for additions and finings operations * equipment and materials for additions and finings activities * products, and addition and fining agents * cleaning materials, equipment and procedures * documentation or technology for recording and reporting information * specifications: * work and batch instructions and workplace procedures for additions and finings operation.   Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards. |

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