Modification history

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

| FBPWIN2001 | Perform effectively in a wine industry workplace |
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| Application | This unit of competency describes the skills and knowledge required to work effectively in a wine industry enterprise.The unit applies to entry level wine industry workers required to comply with workplace procedures under general supervision, with limited autonomy and accountability for 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 | Wine Operations (WIN) |

| 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. Recognise enterprise objectives and products | 1.1 Access and interpret workplace information identifying enterprise objectives and job roles in wine industry supply chain1.2 Recognise enterprise wine products and services |
| 2. Recognise wine operations production streams and functions | 2.1 Identify key production sites and relate their role to production process2.2 Recognise key wine production functions and relate their contribution to product range and quality2.3 Recognise key stages in wine industry operations |
| 3. Identify workplace role and responsibilities | 3.1 Identify key responsibilities of own section or function and impact of own role on wine production or supply3.2 Recognise responsibilities for continuous improvement in accordance with workplace practices3.3 Determine a typical schedule of work relating to responsibilities |
| 4. Determine workplace procedures | 4.1 Apply workplace hazard identification and safety procedures to work role4.2 Identify workplace compliance requirements with environmental regulations4.3 Recognise the application of food safety procedures to wine operations4.4 Identify the application of workplace diversity and anti-discrimination policy4.5 Determine workplace processes for troubleshooting anomalies |
| 5. Maintain work area to meet housekeeping standards | 5.1 Clean and maintain a safe work area according to workplace practices5.2 Maintain personal hygiene standards in accordance with industry practice5.3 Store equipment and materials according to workplace practices |
| 6. Locate and interpret workplace information | 6.1 Locate and interpret personal employment terms and conditions6.2 Locate and identify workplace policies that impact on work role6.3 Apply the main features and functions of digital tools to access workplace information |

| Foundation SkillsThis 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 | * Comprehend textual information from a variety of workplace documents accurately
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| Numeracy | * Calculate numerical information relating to timelines, schedules and employment conditions
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| Navigate the world of work | * Follow clear instructions within defined level of responsibility
* Apply practices to keep workplace information up to date
* Recognise own work performance and seek assistance where required
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| Interact with others | * Respect diversity and inclusion in the workplace
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| Get the work done | * Plan and organise work efficiently
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| Unit Mapping Information |
| Code and title current version | Code and title previous version | Comments | Equivalence status |
| FBPWIN2001 Perform effectively in a wine industry workplace | FDFWIN2001A Perform effectively in a wine industry workplace | Updated to meet Standards for Training PackagesAdditions and changes to Elements and Performance Criteria | 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 FBPWIN2001 Perform effectively in a wine industry workplace |
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| Performance Evidence |
| An individual demonstrating competency must satisfy all elements and performance criteria in this unit.There must be evidence that the individual has demonstrated the following at least once:* accessing and interpreting workplace information relating to organisation objectives, and workplace roles and responsibilities
* identifying production sites and recognising key processes in wine operations and supply
* recognising wine operation sectors from viticulture, cellar operations (wine making), laboratory, bottling and packaging to cellar door sales
* identifying key responsibilities and recognising own roles and responsibilities within the workplace
* recognise key features, functions and goals of the workplace and wine industry
* identifying regulation and compliance requirements relevant to work roles
* meeting housekeeping standards
* locating and interpreting information and resources for work role
* using digital tools to access workplace information.
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| 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:* enterprise objectives:
* enterprise labels and logos
* parent or associated enterprises
* services offered
* personal contribution to enterprise objectives
* workplace product and service range
* key production sites:
* key sites by name
* key site locations
* role and input of workers in enterprise activities
* key personnel and contact points
* sources of addresses and telephone numbers
* key enterprise functions and processes:
* key people
* giving directions
* following directions
* work flow on how functions relate to each other
* relationship between function or process and enterprise objectives and product quality
* the contribution of each function or process to product and service quality
* workplace and site layout and personal role and responsibility
* location of work areas and key equipment:
* key equipment, its function and location
* specific work areas, their functions and location
* work flow of inputs, outputs and associated processes of work areas
* key people and their roles and areas of responsibility
* typical schedule of workplace events
* features and purposes of key equipment and work areas
* reporting procedures and processes
* typical event calendars
* workplace standards and procedures relevant to workplace:
* health and safety
* food safety
* environmental and waste management
* diversity, inclusion and anti-discrimination
* continuous improvement
* discipline and grievance
* customer service
* personal employment terms and conditions
* workplace processes for:
* spills and breakages
* cleaning techniques
* storing materials and equipment to designated storage areas
* waste and rubbish disposal
* personal hygiene standards and procedures:
* cleanliness
* hair and hair nets
* work clothes and uniforms
* sickness
* workplace injuries
* eating and drinking in the workplace
* workplace information sources, including updating and access requirements:
* accessing workplace information to identify work requirements
* meeting workplace recording and documentation requirements
* using digital tools to access information.
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| 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:
* electronic and/or paper-based reference materials on Australian wine industry
* vineyards, wineries and wine production facilities and their locations
* sample wine products and materials
* specifications:
* sample work policies, procedures and schedules for workplace and wine production processes
* regulations, workplace policy and procedures, and legislative employment information.

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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