



# **Case for endorsement**

**Australian Meat Processing Training Package**

**Version 3.0**

**Submitted by Skills Impact  
on behalf of  
Meat Industry Reference Committee**

December, 2017

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## A. Administrative details

This section provides an overview of the relevant organisations, the case for change and training package components for endorsement.

### Organisational details

This submission is made by the Meat Industry Reference Committee.

Skills Impact Ltd is the Skills Service Organisation (SSO) supporting this submission.

### Component details

The following components are submitted for approval by the Australian Industry and Skills Committee (AISC):

- four new units of competency
- ten revised units of competency
- one revised qualification.

The following component is not for endorsement, but was completed as part of the activity order.

- One new skill set, *AMPSS00061 Animal Welfare Officer Assistant Skill Set*, was developed:

#### Note:

The Meat Industry IRC approved a number of non-endorsable updates which will be implemented when the *AMP Australian Meat Processing Training Package Version 3.0* is added to the National Register. This includes details of qualifications that will be updated to include 14 units of competency describe above. Please refer to **Appendix 3: Non-endorsable components** for details.

### Case for Change details

This project was completed under two separate Activity Orders.

#### 1. Transitioning of FDF10 Food Processing Training Package to the 2012 Standards for Training Packages

The ten revised units of competency were updated in response to Activity Order AA/2015-16/001 which was approved for the *FDF10 Food Processing Training Package* in June 2016.

Activity start date: 20 June 2016

Activity finish date: 30 June 2018

The requirements set by the AISC in relation to the FDF10 Food Processing Training Package development work were to:

- address independent QA concerns with the design of the Certificate IV in Food Processing and Diploma of Food Processing qualifications
- address non-compliance with Standard 6 Assessment requirements specify the evidence and required conditions for assessment and Standard 8 Qualifications comply with the Australian Qualifications Framework specification for that qualification type.
- develop the retail baking component, and validate with industry the proposed changes.

## **2. Animal Welfare Officer Skill Set**

The Activity Order AO/TPD/2016-17/009 was approved by the AISC. The requirements set in relation to the training package development work were the development of an Animal Welfare Officer Skill Set and one new unit of competency.

- Commencement Date 27 June 2017
- Completion Date 1 December 2017

## B. Description of work and request for approval

The section describes the work undertaken and the decision being sought from the AISC.

### Work undertaken and why

The main project was to develop the *Animal Welfare Officer Assistant Skill Set*, including a new unit of competency *AMPA3136 Monitor welfare of stock during out-of-hours receipt*. During the project some additional actions related to the *AMP Australian Meat Industry Training Package* have also been considered and recommended by the Meat Industry Reference Committee:

- *AMPX312 Calculate carcass yield in a boning room* was developed to address the need for a unit on how calculate yield and profit based on livestock purchasing costs, carcass dressing and chilling shrinkage loss and boning room yield calculations.
- *AMPA2078 Inspect meat for defects in a packing room* was developed as *AMPA2068 Inspect meat for defects* has *AMPX209 Sharpen knives* as a pre-requisite. This has caused problems when it is being used for packers, who don't normally have to use a knife and don't have to do the trimming. It was decided that a new unit was required that would not have the unit *AMPX209 Sharpen knives* as a prerequisite.
- A current Australian Meat Processor Corporation (AMPC) research project has produced some training covering plant operations during an Emergency Animal Disease (EAD) event. This training was rolled out to processors Feb-May 2017 and a new unit, *AMPA413 Review or develop an Emergency Animal Disease Response Plan*, was developed as a result of the training program.
- The following poultry units are to be migrated from the *Food Processing Training Package* to the *Australian Meat Processing Training Package v3.0*:
  - *AMPP201 Operate a poultry dicing, stripping or mincing process*
  - *AMPP201 Operate a poultry evisceration process*
  - *AMPP203 Grade poultry carcass*
  - *AMPP204 Harvest edible poultry offal*
  - *AMPP205 Operate a poultry marinade injecting process*
  - *AMPP206 Operate a poultry washing and chilling process*
  - *AMPP207 Operate the bird receipt and hanging process*
  - *AMPP208 Operate a poultry stunning, killing and defeathering process*
  - *AMPP301 Operate a poultry carcass delivery system*
  - *AMPP302 Debone and fillet poultry product manually.*
- Relevant poultry units have been included as a new elective group in *AMP20117 Certificate II in Meat Processing (Food Services)*.

### Note on non-endorsable changes

The Meat Industry IRC approved a number of non-endorsable updates which will be implemented when the *AMP Australian Meat Processing Training Package Version 3.0* is added to the National Register. This includes details of qualifications that will be updated to include 14 units of competency describe above. Please refer to **Appendix 3: Non-endorsable components** for details.

## Decision being sought

This submission puts forward the Case for Endorsement for the proposed components of the *Australian Meat Processing Training Package v3.0*.

The draft components submitted for endorsement by the AISC are listed below.

### Units of competency

Four new units are submitted for approval by the AISC:

- AMPA2078 Inspect meat for defects in a packing room
- AMPA3136 Monitor welfare of stock during out-of-hours receipt
- AMPA413 Review or develop an Emergency Animal Disease Response Plan
- AMPX312 Calculate carcass yield in a boning room.

Note: A new skill set *AMPSS00061 Animal Welfare Officer Assistant Skill Set* was developed that includes the new unit *AMPA3136 Monitor welfare of stock during out-of-hours receipt*

Ten units of competency have been revised to meet the *Standards for Training Packages 2012* and are to be migrated from the *Food Processing Training Package* into the *Meat Processing Training Package*:

- AMPP201 Operate a poultry dicing, stripping or mincing process
- AMPP201 Operate a poultry evisceration process
- AMPP203 Grade poultry carcass
- AMPP204 Harvest edible poultry offal
- AMPP205 Operate a poultry marinade injecting process
- AMPP206 Operate a poultry washing and chilling process
- AMPP207 Operate the bird receipt and hanging process
- AMPP208 Operate a poultry stunning, killing and defeathering process
- AMPP301 Operate a poultry carcass delivery system
- AMPP302 Debone and fillet poultry product manually.

### Qualifications

One revised qualification is submitted for approval by the AISC:

- AMP20117 *Certificate II in Meat Processing (Food Services)*  
*A new elective group added to incorporate the poultry processing units into the qualification.*

The proposed Training Package components are listed in **Appendix 1: Components for Endorsement**.

## C. Evidence of industry support

This section provides evidence that the *AMP Australian Meat Processing Training Package Version 3.0* is supported by industry.

### Support by IRC(s)

The Meat Industry IRC is responsible for the *AMP Australian Meat Processing Training Package Version 3.0*. A Technical Advisory Committee was established for the development of the Animal Welfare Officer Assistant Skill Set. IRC members supported the TAC's recommendation to put forward the proposed training package products to the AISC for endorsement.

The Food Processing IRC supports the migration of the poultry units to the AMP Training Package. The Meat Industry IRC Chair attended a teleconference with the Food, Beverage and Pharmaceuticals IRC Chair, and also spoke at a meeting of the Food, Beverages and Pharmaceuticals IRC. The Food, Beverage and Pharmaceuticals IRC was supportive of the move but asked for two questions to be addressed:

- Question: Why were these units originally included on the FDF package?  
Answer: This related to the scope of union coverage at the time.
- Question: What are the industrial ramifications of a shift?  
Answer: The Meat Industry IRC determined there were none.

Please refer to **Section I. IRC support** for written evidence of support.

### Consultation with stakeholders

During development of the training package products, the following communication strategies were used for consultation with stakeholders:

- meetings - teleconferences with key industry stakeholders and TAC members
- National Meat Industry Training Advisory Council's (MINTRAC) communications with their industry networks
- MINTRAC Network meetings held in Victoria, Queensland, Northern Territory, Western Australia, New South Wales and South Australia
- draft materials available for feedback
- MINTRAC newsletter and website.

Please refer to **Appendix 2: Industry support** for a list of activities conducted, together with organisations and individuals consulted.

## State/Territory and key stakeholder engagement

During development of the training package products the following strategies were used for State/Territory and key stakeholder engagement.

- The products were included on the agendas, and drafts included in meeting papers, for the MINTRAC Training Network meetings held in Victoria, Queensland, Northern Territory, Western Australia, New South Wales and South Australia. These were attended by the following state training body representatives:
  - Nick Juniper, Food and Primary Skills Victoria
  - Guy Valentine, Department of Education and Training, QLD
  - Sam Nicolosi, Manufacturing Skills Queensland
  - Kay Gerard, Food Fibre and Timber Industries Training Council, WA
  - Philip Wyles, Dept of Training and Workforce Development, WA
  - Tim Nicol, Dept. of Trade, Business and Innovation, NT
- The products were included on the agendas, and drafts included in meeting papers, for the MINTRAC Meat Inspection and Quality Assurance Network meetings held in Victoria, Queensland, Northern Territory, Western Australia, New South Wales and South Australia.
- A Technical Advisory Committee (TAC) was established for the Animal Welfare Officer Assistant Skill Set and two teleconferences were held and email communication about the project sent and received.
- Phone calls between stakeholders and MINTRAC project officers:
  - Sharon Fitzgerald spoke to Mark Rickard from TAFE QLD regarding the Animal Welfare Officer Assistant Skill Set and new unit developed as part of this. Mark was fully supportive of the need for the unit. They discussed the performance criteria to be included and Mark agreed these were appropriate.
  - Clive Richardson spoke to a number of boning room managers and trainers in the development process for two units AMPX312 *Calculate carcass yield in a boning room*, and AMPA2078 *Inspect meat for defects in a packing room*
  - Clive Richardson Spoke with EAD consultants Joan Lloyd of Joan Lloyd Consulting and Sam Beckett of SDB Bio, Meat and Livestock Australia (MLA), Australian Meat Processor Corporation (AMPC), State regulators and the Department of Agriculture and water Resources (DAWR) in the development of AMPA413 *Review or develop an Emergency Animal Disease Response Plan*
- Emails and newsletters were sent to state and territory training authorities (STAs), RTOs, meat industry companies – in particular their HR, training and quality assurance personnel.
- The Meat Industry IRC Chairman had attended a teleconference with the Food, Beverage and Pharmaceuticals IRC Chair, and had also spoken to a meeting of the Food Processing IRC.

Please refer to **Appendix 2: Industry support** for a list of activities conducted, together with organisations and individuals consulted.

## **Alternative approaches**

There were no alternative approaches or competing views.

## **Reports by exception**

There are no reports by exception.

## D. Industry expectations about training delivery

This section explains the advice provided in the Companion Volume Implementation Guide for the *AMP Australian Meat Processing Training Package Version 3.0*, together with recommendations for delivery of qualifications as traineeships/apprenticeships.

### Training delivery

Detailed information about training pathways, access and equity considerations, foundation skills, key legislative requirements and other training and assessment advice is provided in the *AMP Australian Meat Processing Training Package Implementation Guide*.

Following is a brief overview of the training and assessment process which generally applies to abattoirs, boning rooms, smallgoods manufacturing and food service operations at Certificate II and III levels.

Industry advice indicates that nearly all of the task-related training and assessment should occur in the workplace, as part of the daily work schedule. This is because of the nature of the work and licencing laws that means there is no way of creating a simulated workplace. It would be expected that trainees would work alongside an experienced supervisor or other skilled worker, with training provided by:

- a supervisor or another skilled worker who has been tasked with providing guidance, direction and training of the trainee as they work
- an RTO trainer during visits to the production site.

Some parts of the theory training and assessment would most likely occur in the enterprise training room, facilitated by an RTO trainer. This could be incorporated into the trainee's induction process and involve presentations from several people including enterprise personnel. It could occur as a block of up-front training before the trainee goes onto the processing line, or it may be a series of short sessions intermixed with work.

All training and assessment must be conducted against Australian meat industry standards and regulations.

### Delivery as apprenticeship/traineeship

No new qualifications were added to *AMP Australian Meat Processing Training Package Version 3.0*.

## E. Implementation of the Training Package components

This section explains how the Training Package components meet occupational and/or licensing requirements and identifies particular implementation issues and strategies to manage these issues.

### How Training Package components meet occupation and licensing requirements

In the meat industry licensing, legislative and certification requirements that apply vary across each State and Territory, and can regularly change.

Overseeing compliance with federal, state and/or territory legislation is a significant requirement for all industry enterprises. Areas where legislative and regulatory compliance is important include but are not limited to:

- animal health, welfare and ethical obligations
- food handling and safety requirements
- microbiological sampling and testing requirements
- biosecurity and quarantine procedures
- duty of care to workers
- euthanising of animals
- local government regulations
- workplace health and safety responsibilities
- use of firearms
- waste handling and disposal.

Where any licensing or regulatory compliance are required there is advice provided within the unit of competency, skill set or qualification. It is also recommended that the individual and the training provider contact their local jurisdiction for any clarification required.

### Implementation issues and management strategies

Enterprises and individuals in the meat industry are incredible diverse, and it is important that their needs are reflected in the implementation of training and assessment. There has been increasing use of workers for overseas in some areas, and there may be cultural issues that impact on the training and assessment process, and trainers and assessor will need to be flexible and inclusive in their practices.

Managing safety is also important. Meat industry roles may involve work health and safety risks including (but not limited to) using knives, working at heights, working with large and unpredictable animals, loud environments, low temperatures, using chemicals, and operating machinery. It is important that training providers are aware of these risks, especially those relevant to the enterprises they work in, and implement practices to ensure their own and learners' safety.

### Further implementation advice

There is no further implementation advice.

## F. Quality assurance reports

Skills Impact declares that the proposed components of the AMP *Australian Meat Processing Training Package Version 3.0* meet the requirements of the *Standards for Training Packages 2012* and the *Training Package Development and Endorsement Process Policy*.

The table provides a statement of evidence that the components meet the Training Package Quality Principles.

Principle	Evidenced by:
1. Reflect identified workforce outcomes	<ul style="list-style-type: none"> <li>• Changes demonstrate a clear link back to relevant AISC decisions commissioning the work, the IRC Skills Forecast and Proposed Schedule of Work, National Review Schedule and/or Case for Change, or demonstrate other evidence of industry needs.</li> <li>• Training package components are compliant with the Standards for Training Packages 2012, the Training Package Products Policy and the Training Package Development and Endorsement Process Policy</li> <li>• Evidence that the training package components respond to Ministers' policy initiatives, in particular the CISC 2015 training package reforms</li> <li>• Open and inclusive consultation and validation commensurate with scope and impact has been conducted</li> </ul>
2. Support portability of skills and competencies including reflecting licensing and regulatory requirements	<ul style="list-style-type: none"> <li>• Packaging rules, qualifications framework, and pathways support movement within and across sectors</li> <li>• Identification of skill sets that respond to client needs</li> <li>• Other national and international standards for skills are considered</li> <li>• Solutions to incorporate licensing and regulatory requirements are brokered and there is clear evidence of support from licensing and industry regulatory bodies</li> </ul>
3. Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry	<ul style="list-style-type: none"> <li>• Active engagement across industry has sought to achieve a national consensus about the advice being provided to the AISC.</li> <li>• Best use is made of cross-industry and work and participation bank units</li> </ul>
4. Be flexible to meet the diversity of individual and employer needs, including the capacity to adapt to changing job roles and workplaces	<ul style="list-style-type: none"> <li>• Provide flexible qualifications that enable application in different contexts</li> <li>• Provide multiple entry and exit points</li> <li>• Pre-requisite units of competency are used only when required</li> </ul>
5. Facilitate recognition of an individual's skills and knowledge and support movement between the school, vocational education and higher education sectors	<ul style="list-style-type: none"> <li>• Provide pathways from entry and preparatory level as appropriate to facilitate movement between schools and VET, from entry level into work, and between VET and higher education qualifications</li> </ul>

<p>6. Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements</p>	<ul style="list-style-type: none"> <li>• Industry advice about delivery is provided via a Companion Volume Implementation Guide ready for publication at the same time as the Training Package</li> <li>• Units of competency and their associated assessment requirements are clearly written and have consistent breadth and depth</li> <li>• Compliance with the TGA/National Register requirements for publication</li> <li>• Implementation advice is provided in a Companion Volume Implementation Guide that is ready for publication at the same time as the Training Package</li> </ul>
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The declaration and statement of evidence is confirmed by the independent Quality Report which is provided in **Appendix 4: Quality Report**.

The AMP *Australian Meat Processing Training Package* and AMP *Australian Meat Processing Training Package Companion Volume Implementation Guide* have been quality assured through Skills Impact's quality processes and is available.

## G. Implementation of COAG Industry Skills Council reforms to training packages

The decision being sought from the AISC would support the COAG Industry and Skills Council reforms to training packages. Completion of training package development work, together with extensive consultation with relevant stakeholders, confirms that the submission:

- does not duplicate existing qualifications or units of competency, the new units created are specific to the needs of the meat industry and not able to be imported from other Training Packages.
- meets industry's expectations of training delivery by making qualifications more responsive to the needs of industry by creating additional units of competency required by industry and adding them as optional electives to several qualifications.
- enables individuals to upskill and move easily from one related occupation to another through the qualification design, for example, in *AMPMGT606 Analyse system and develop enterprise systems for new opportunities* the word 'production' in the unit description is to be substituted with 'enterprise' to enable use of the unit by non-production participants.
- improves the efficiency of the training system through the creation of units of competency that can be owned and used by multiple industry sectors. *AMPA413 Review or develop an Emergency Animal Disease Response Plan* can be used in Leadership, Quality Assurance and Meat Safety industry sectors.
- fosters greater recognition of skill sets through the creation on an additional skill set for an Animal Welfare Officer Assistant Skill Set. There are currently sixty skill sets in the Training Package, which the meat industry uses extensively.

## H. Evidence of completion

Skills Impact confirms that the proposed components of the *AMP Australian Meat Processing Training Package Version 3.0* have been completing according to the work assigned by the AISC in the Case for Change and the subsequent Activity Order

The developed training package components are listed in **Appendix 1: Components for Endorsement**. Full copies of the listed training package components are provided with this Case for Endorsement.

### **Evidence that training package component(s) are prepared for publication.**

The Quality Report provides confirmation that the draft components meet the *Standards for Training Packages 2012*.

All components have been created to comply with the National Register requirements for publication. The Mapping Information provided in the AMP Australian Meat Processing Training Package Version 3.0 Implementation *Guide* provides details of the changes to the training package components that are required to allow them to be published on the National Register.

## I. IRC support

The Meat Industry IRC supports the submission of the training package components detailed in this Case for Endorsement.

Signed for and on behalf of the Meat Industry IRC by its appointed Chair.

Name of Chair: Cameron Dart

Signature of Chair: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix 1: Components for endorsement

### a. List of qualification titles and codes

<b>Qualifications in the AMP Australian Meat Processing Training Package Version 3.0</b>	
<b>Code</b>	<b>Title</b>
AMP20117	Certificate II in Meat Processing (Food Services)

### b. List of skill set titles and codes

<b>Skill sets in the AMP Australian Meat Processing Training Package Version 3.0</b>	
<b>Code</b>	<b>Title</b>
AMPSS00061	Animal Welfare Officer Assistant Skill Set

### c. List of unit titles and codes and associated assessment requirements

<b>Units of competency in the AMP Australian Meat Processing Training Package Version 3.0</b>	
<b>Code</b>	<b>Title</b>
AMPA3136	Monitor welfare of stock during out-of-hours receipt
AMPA2078	Inspect meat for defects in a packing room
AMPA413	Review or develop an Emergency Animal Disease Response Plan
AMPX312	Calculate carcass yield in a boning room
AMPP201	Operate a poultry dicing, stripping or mincing process
AMPP202	Operate a poultry evisceration process
AMPP03	Grade carcass
AMPP204	Harvest edible poultry offal
AMPP205	Operate a poultry marinade injecting process
AMPP206	Operate a poultry washing and chilling process
AMPP207	Operate the bird receipt and hanging process

AMPP208	Operate a poultry stunning, killing and defeathering process
AMPP301	Operate a chicken carcass delivery system
AMPP302	Debone and fillet poultry product (manually)

#### **d. Credit arrangements**

Credit arrangements for AMP Australian Meat Processing Training Package Version 3.0		
Qualification Code	Qualification Title	Credit Arrangement Details
		At the time of endorsement of this training package, no national credit arrangements exist

## Appendix 2: Industry support

### Technical Advisory Committee – Animal Welfare Officer Assistant Skill Set

Name	Organisation
John Langbridge	Teys Australia
Matt Journeux	AMIEU
Meagan Abbott	Thomas Foods International
Samantha Allan	DAWR
Robert Barker	Australian Meat Industry Council (AMIC)
Jenny Kroonstuiver	MINTRAC
Sharon Fitzgerald	MINTRAC
Clive Richardson	MINTRAC

Meetings were held via teleconference. Participants were provided with the draft proposed unit and a discussion paper reviewing existing units and their suitability for inclusion in the skill set.

Agendas and minutes are available for these meetings.

<b>Meeting</b>	<b>Agenda items discussed</b>	<b>Attendees</b>
Monday 11 September 2017	Welcome and introductions Overview of project Discussion and feedback on draft AWOA unit of competency Discussion and feedback on possible units for inclusion in the skill set Any other feedback Concluding comments	John Langbridge Matt Journeux Samantha Allan Robert Barker Jenny Kroonstuiver Sharon Fitzgerald Clive Richardson
Wednesday 4 October 2017	Welcome and introductions Brief overview of current status of project Discussion of suitability of proposed draft unit to regulatory and EU requirements Discussion and feedback on AMPA2006 Apply animal welfare and handling requirements to be included in the skill set Any other feedback Concluding comments	Cancelled as all but one participant was unavailable on the day. Any further feedback requested by email or phone

## Phone calls and discussions with stakeholders

Name	Organisation
Mark Rickard	TAFE QLD
Joan Lloyd	Joan Lloyd Consulting
Sam Beckett	SDB Bio
Margaret Tayer	Australian Meat Processor Corporation (AMPC)
David Lean	Australian Meat Processor Corporation (AMPC)
Mal McBride	Nippon Meat Packers, Oakey
John Langbridge	Teys Australia
Megan Abbott	Thomas Food International
Graham Thornton	Fletcher International Exports

## Network meeting details and attendees

### Training Network meetings

Full agendas, minutes and attendance lists are available

Meeting	Agenda items discussed	Attendees
6 October 2016, Launceston, TAS	Training Package update	Dean Bayliss, Symbio Laboratories Zachary Block, University of Tasmania Wayne Bradfield, Greenham Tasmania Owen Hunt, Department of Primary Industries, Parks, Water and Environment Long Hyunh, Meat and Livestock Australia Taylor James, Response Learning Sungsan Kang, University of Tasmania Mandeep Kaur, University of Tasmania Sharon Kenzie, JBS Australia Jay Kocharunchitt, University of Tasmania Jenny Kroonstuiver, MINTRAC Clarissa Lambert, Greenhams Tasmania Estelle Lifran, Australian Meat Processor Corporation Michael McGee , Department of State Growth – Skills Tasmania David Moore, Department of Primary Industries, Parks, Water and Environment Jason Ollington, Department of Agriculture and Water Resources Andrew Palmer, Tasmanian Quality Meats Neville Price, Department of Primary Industries, Parks, Water and Environment, and representing TAFE Tasmania Clive Richardson, MINTRAC Phil Robinson, JBS Australia Chris Robson, Response Learning John Sumner, Consultant
Wednesday 22 February 2017, Melbourne VIC	Update on the Australian Meat Industry Training Package <ul style="list-style-type: none"> <li>• New Meat Industry Reference Committee</li> <li>• Current developments</li> <li>• Updating Imported Units</li> <li>• Pest Control consultation paper</li> </ul>	Matthew Butlin, Victorian Red Tape Commissioner Paul Castricum, Meat & Livestock Training Services Kylie Clarke, Skills Base Australia Simon Dale, Goulburn Ovens Institute of TAFE Philip Davey, Curriculum Maintenance Management Service Rick Dunn, South West TAFE Bec Gamble, Response Learning

		<p>Mark Garrard, Goulburn Ovens Institute of TAFE</p> <p>Ross Graham, Goulburn Ovens Institute of TAFE</p> <p>Michael Grogan, FGM Consultants</p> <p>Paul Grogan, FGM Consultants</p> <p>Nick Juniper, Food and Primary Skills Victoria</p> <p>Jenny Kroonstuiver, MINTRAC</p> <p>Jeff O'Malley, Response Learning</p> <p>John Price, Training and Quality Management Services</p> <p>Clive Richardson, MINTRAC</p> <p>Paul Saunders, Curriculum Maintenance Management Service</p> <p>Peter Savage, FGM Consultants</p> <p>Margaret Tayar, AMPC</p> <p>Ben Thomas, South West TAFE</p> <p>Terry White, Skills Base Australia</p>
<p>Wednesday 1 March 2017, Brisbane QLD</p>	<p>Update on the Australian Meat Industry Training Package</p> <ul style="list-style-type: none"> <li>• New Meat Industry Reference Committee</li> <li>• Current developments</li> <li>• Updating Imported Units</li> <li>• Pest Control consultation paper</li> </ul>	<p>Peter Bennett, Response Consulting</p> <p>Jeff Bradbury, TAFE Qld South-West Institute</p> <p>Carolyn Claridge, Response Consulting</p> <p>Roger Desailly , QATC</p> <p>Fiona Gojan, MINTRAC</p> <p>Leanne Hardwick, Nolan Meats</p> <p>Jenny Kroonstuiver, MINTRAC</p> <p>Glenn Meers, Kilcoy Pastoral Co</p> <p>Fay Mercieca, Food Safety Alliance</p> <p>Steven Nicholls, TAFE Qld - Brisbane</p> <p>Sam Nicolosi, QMI Solutions</p> <p>Clive Richardson, MINTRAC</p> <p>Jodie Stover, JBS Australia</p>
<p>Wednesday 8 March 2017, Perth WA</p>	<p>Update on the Australian Meat Industry Training Package</p> <ul style="list-style-type: none"> <li>• New Meat Industry Reference Committee</li> <li>• Current developments</li> <li>• Updating Imported Units</li> <li>• Pest Control consultation paper</li> </ul>	<p>Danny Finnigan, Australian College of Training</p> <p>Kay Gerard, FFTITC</p> <p>Jenny Kroonstuiver, MINTRAC</p> <p>Troy Lucy, V&amp;V Walsh</p> <p>Lucinda Pita, Department of training and Workforce Development</p> <p>Crystal Potter, Dardanup Butchering Company</p> <p>Clive Richardson, MINTRAC</p> <p>Morena Stanley, Training Accreditation Council</p> <p>Jo Watts, Training Solutions Australia</p>
<p>Wednesday 5 April 2017,</p>	<p>Update on the Australian Meat Industry Training Package</p>	<p>Vicki Clayton, Rivalea</p> <p>Stephen Godde, VERTO</p> <p>Jenny Kroonstuiver, MINTRAC</p>

Wagga Wagga NSW	<ul style="list-style-type: none"> <li>• New Meat Industry Reference Committee</li> <li>• Current developments</li> <li>• Updating Imported Units</li> <li>• Pest Control consultation paper</li> </ul>	<p>Ray Milne, Rivalea Daniel Nunn, Wetherill Park Training Centre Clive Richardson, MINTRAC Margaret Tayar, AMPC Melissa Wortman, Agrifood NSW (By telephone) Rob Yeo, Training Services NSW Danielle Wait, Apprentice Support Australia Angela?, JBS Yanco</p>
Wednesday 3 May 2017, Adelaide SA	<p>Update on the Australian Meat Industry Training Package</p> <ul style="list-style-type: none"> <li>• New Meat Industry Reference Committee</li> <li>• Current developments</li> <li>• Updating Imported Units</li> <li>• Pest Control consultation paper</li> </ul>	<p>Simon Bosco, TAFE SA Marcus d'Assumpcao, Department of State Development - Planning and Investment Stephan Knoll, Independent Institute of Food Processing Jenny Kroonstuiver, MINTRAC Fee Lee, TAFE SA Kirsty Mackenzie, Thomas Foods International Tania Minehan, MINTRAC Josh Raynor, Training and Skills Commission Clive Richardson, MINTRAC Paul Sandercock, AMIC Margaret Tayar, AMPC</p>
Wednesday 10 May 2017, Tamworth NSW	<p>Update on the Australian Meat Industry Training Package</p> <ul style="list-style-type: none"> <li>• New Meat Industry Reference Committee</li> <li>• Current developments</li> <li>• Updating Imported Units</li> <li>• Pest Control consultation paper</li> </ul>	<p>Narelle Atkins, Wingham Beef Exports Karly Brogan, Training Services NSW Division</p> <p>Mal Collier, Teys Australia Michael Cooper , Fletcher International Exports Sharon Fitzgerald, MINTRAC Raelene Hoy, Australian Business Apprenticeships Jenny Kroonstuiver, MINTRAC Rod Maughan, VERTO Gavin Paton, Bindaree Beef Gregory Stuart, North Coast Institute TAFE Margaret Tayar, AMPC Sonia Thornton, Response Eleanor Turnbull, Seftons Melissa Wortman, NSW Agrifood ITAB (via phone)</p>
Wednesday 9 August 2017, Melbourne VIC	<p>Update on the Australian Meat Industry Training Package</p> <ul style="list-style-type: none"> <li>• Current national developments including cross-sector projects</li> </ul>	<p>Bob Brill, SW TAFE Paul Castricum, Meat and Livestock Training Services Andrew Chippendale, R Radford &amp; Son Michelle Cranston, G &amp; K O'Connor Steve Crook, R Radford &amp; Son</p>

	<ul style="list-style-type: none"> <li>• Animal Welfare Officer Assistant Skill Set</li> <li>• Pest Control consultation - next stage</li> <li>• Draft EAD response Unit</li> <li>• Draft yield Unit</li> <li>• Standards for RTOs - update</li> </ul>	<p>Phillip Davey, Chisholm Institute  Shellie Dykstra, Training and Quality Management Services  Rick Dunn, SW TAFE  Sharon Fitzgerald MINTRAC  Jarrod Graco, Federation University  Bronwyn Graham, William Angliss Institute  Michael Grogan, FGM Consultants  Nick Juniper, Food &amp; Primary Skills Victoria  Jenny Kroonstuiwer, MINTRAC  Lou Licastro, National Food Institute  Bradley Low, Skills Impact  Wayne Perry, SW TAFE  John Price, Training and Quality Management Services  Barbara Reid, National Food Institute  Paul Saunders, CMMS  Peter Savage, FGM Consultants  Margaret Tayar, AMPC  Ben Thomas, SW TAFE  Menelaos Trapalis, Melbourne Polytechnic</p>
<p>Wednesday 23 August 2017, Brisbane QLD</p>	<p>Update on the Australian Meat Industry Training Package</p> <ul style="list-style-type: none"> <li>• Current national developments including cross-sector projects</li> <li>• Animal Welfare Officer Assistant Skill Set</li> <li>• Pest Control consultation - next stage</li> <li>• Draft EAD response Unit</li> <li>• Draft yield Unit</li> <li>• Standards for RTOs - update</li> </ul>	<p>Sean Alexander, Stanbroke Beef  Jeff Bradbury, TAFE QLD South West  Margie Bradbury, Apprenticeship Support Australia  Zelina Ceiesiolka, Oakey Beef Exports  Paul Eldrige, Response Consulting  Sharon Fitzgerald, MINTRAC  Rene Gunther, Response Consulting  Debbie Hardke, JSB Australia Pty Ltd  Philip Harvey, TAFE NSW - North Coast  Jenny Kroonstuiwer, MINTRAC  Gordon Levett, Food Safety Alliance  Rob Mollison, AMIC  Warren Nicholls, Axial Training  Steven Nicholls, TAFE QLD - Brisbane  Sam Nicolosi, Manufacturing Skills Queensland  Scott Robinson, Response Consulting  Leisa Sheffield, AMIST Super  Bradley Siddans, Oakey Beef Exports  Jodi Stover, JBS Australia Pty Ltd  Margaret Tayar, AMPC  Guy Valentine, Department of Education and Training</p>

<p>Wednesday 6 September 2017, Perth WA</p>	<p>Update on the Australian Meat Industry Training Package</p> <ul style="list-style-type: none"> <li>• Current national developments including cross-sector projects</li> <li>• Animal Welfare Officer Assistant Skill Set</li> <li>• Pest Control consultation - next stage</li> <li>• Draft EAD response Unit</li> <li>• Draft yield Unit</li> <li>• Standards for RTOs - update</li> </ul>	<p>Tony Bandera, Training Solutions Australia  Kellie Fitzpatrick, Corporate Health Professionals  Mark Mason, Corporate Health Professionals  Kay Gerard, Food Fibre and Timber Industries Training Council  Jenny Kroonstuiver, MINTRAC  Troy Lucy, V&amp;V Walsh  Rachel Murrell , MINTRAC  Crystal Potter, Dardanup Butchering Company  Terry Richards, Australian College of Training  Steve Shaw, Australian College of Training  Joanne Watts, Training Solutions Australia  Philip Wyles, Dept of Training and Workforce Development</p>
<p>Wednesday 13<sup>th</sup> September 2017, Wagga Wagga NSW</p>	<p>Update on the Australian Meat Industry Training Package</p> <ul style="list-style-type: none"> <li>• Current national developments including cross-sector projects</li> <li>• Animal Welfare Officer Assistant Skill Set</li> <li>• Pest Control consultation - next stage</li> <li>• Draft EAD response Unit</li> <li>• Draft yield Unit</li> <li>• Standards for RTOs - update</li> </ul>	<p>Clive Richardson, MINTRAC  Fiona Gojan, MINTRAC  Sharon Fitzgerald, MINTRAC  Margaret Tayar, Australian Meat Processor Corporation  Gary Whittaker, State Training Services  Lee Jones, Alexander Downs Meat Processors  Wayne Bush, Pivotal Training and Development  Amanda Carter, GMP  Jill Gallagher, Manildra Meats  Jennifer Klippel, Apprenticeship Support  Michael Knowles, TAFE NSW  Daniel Nunn, Wetherill Park  Murray Izzard, VERTO  Garry Whittaker, Training Services NSW  Rob Yeo, Training Services NSW</p>
<p>Wednesday 20 September 2017, Adelaide SA</p>	<p>Update on the Australian Meat Industry Training Package</p> <ul style="list-style-type: none"> <li>• Current national developments including cross-sector projects</li> <li>• Animal Welfare Officer Assistant Skill Set</li> <li>• Pest Control consultation - next stage</li> <li>• Draft EAD response Unit</li> <li>• Draft yield Unit</li> <li>• Standards for RTOs - update</li> </ul>	<p>Sharon Fitzgerald, MINTRAC  Jenny Kroonstuiver, MINTRAC  Paul Sandercock, AMIC  Nicholas Hole, TAFE SA</p>

## Meat Inspection and Quality Assurance Network meetings

Full agendas, minutes and attendance lists are available

Meeting	Agenda items discussed	Attendees
<p>Thursday 23 February 2017, Melbourne, VIC</p>	<p>AMPC RD&amp;E Project workshop: Could you keep operating during an Emergency Animal Disease event?</p> <p>This workshop was presented by Joan Lloyd and Sam Beckett.</p>	<p>Mike Badman, Australian Meat Group            Robert Barker, AMIC            Dean Baylis, Symbio Laboratories            Tony Beadle, Midfield Meat International Pty Ltd            Sam Beckett, SDB Bio            Wayne Bradfield, Greenham Tasmania Pty Ltd            Paul Castricum, Meat and Livestock Training Services            Diana Davidson, Cedar Meats            Allison Gage, Tabro Meat            Amanda Giliam, Tabro Meat            Tanya Greenshields, HW Greenham &amp; Sons Pty Ltd            Peter Hayes, Cedar Meats            Shannon Hae Hae, JBS Australia Pty Limited            Janette Hetherington, Tabro Meats            Ian Jenson, Meat and Livestock Australia            Leah Jones, G&amp;K O'Connor Pty Ltd            Yenjit Liut, Tabro Meat            Joan Lloyd, Joan Lloyd Consulting            Jenny Kroonstuiver, MINTRAC            Jason Ollington, Department of Agriculture and Water Resources            Clive Richardson, MINTRAC            Willie Rijnbeek, HW Greenham &amp; Sons Pty Ltd            Abji Satish CJ, Department of Agriculture and Water Resources            Roy Subramanian, Department of Agriculture and Water Resources            Adam Wilson, Ralphs Meat Company Pty Ltd            Shane Wittman, Meat inspectors            Kevin Cook, Frewstal Pty Ltd</p>
<p>Thursday 2 March 2017, Brisbane, QLD</p>	<p>AMPC RD&amp;E Project workshop: Could you keep operating during an Emergency Animal Disease event?</p> <p>This workshop was presented by Joan Lloyd and Sam Beckett.</p>	<p>Sam Beckett, SDB BIO            Des Bowler, Management for Technology            Jeff Bradbury, TAFE QLD South-West            Sharon Denning, TAFE QLD South-West            Glen Eckhart, TAFE QLD South-West            Fiona Gojan, MINTRAC            Peter Horchner, Symbio Alliance</p>

	<p>MINTRAC activity update</p>	<p>Adam Hughes, Teys Australia  Ian Jenson, MLA  Mick Johnston, JBS Australia  Jenny Kroonstuiwer, MINTRAC  Joan Lloyd, Joan Lloyd Consulting  David Lean, AMPC  Michelle Locke, Kilcoy Pastoral Co  Derek Muller, Churchill Abattoir  Avalon Noye, Teys Australia  Baden Pearse, Department of Agriculture and Water Resources  Clive Richardson, MINTRAC  Mark Rickard, TAFE QLD South-West  Ray Reick, Churchill Abattoir  Anita Sykes, CSIRO</p>
<p>Thursday 9  March 2017,  Belmont, WA</p>	<p>AMPC RD&amp;E Project workshop: Could you keep operating during an Emergency Animal Disease event?  This workshop was presented by Joan Lloyd and Sam Beckett.</p> <p>MINTRAC activity update</p>	<p>Sam Beckett , SDB BIO  Tan Teng Boon, V&amp;V Walsh Pty Ltd  Brendam Chia, Pride Meat Wholesalers  Shelley Eastwell, Lynley Valley Pork  Ian Jenson, MLA  James Kobes, DAWR  Jenny Kroonstuiwer, MINTRAC  Addy Lin, Western Meat Processors  Joan Lloyd, Joan Lloyd Consulting  Vincent Macri, Beaufort River Meats (Wellard)  Billy McMullin, HDWA  Gareth McQuillan, Western Meat Processors  Michael Quadrio, Goodchild Abattoir  Alan Ranger, Dardanup Butchering Company  Clive Richardson, MINTRAC  Ran Tal, DAWR  Bradley Wilson, Goodchild Abattoir</p>
<p>Thursday 4  May 2017,  Adelaide SA</p>	<p>AMPC RD&amp;E Project workshop: Could you keep operating during an Emergency Animal Disease event?  This workshop was presented by Joan Lloyd and Sam Beckett.</p> <p>MINTRAC activity update</p>	<p>Michael Bayer, Big River Pork  Simon Bosco, TAFE SA  Sam Beckett, SDB BIO  Kirsty Cordon, PIRSA  Jason Hampel, Big River Pork  Craig Heard, Biosecurity SA  Alex Howard, SARDI  Ian Jenson, MLA  Jenny Kroonstuiwer, MINTRAC  David Lean, AMPC  Joan Lloyd, Joan Lloyd Consulting  Tania Minehan, MINTRAC  Chris Olsen, Primo Smallgoods</p>

		<p>Denise Rendell, PIRSA  Clive Richardson, MINTRAC  John Stoyel, Independent Institute of Food Processing  Jessica Tan, SARDI  Justin Tomalin, Thomas Foods International  Tony Wigg, DAWR  Vanessa Woods, Samex Peterborough  India Woods, Samex Peterborough  Bridget Woods, Samex Peterborough  Tim Woonton, PIRSA</p>
<p>Thursday 6  April 2017,  Wagga Wagga  NSW</p>	<p>AMPC RD&amp;E Project workshop: Could you keep operating during an Emergency Animal Disease event?  This workshop was presented by Joan Lloyd and Sam Beckett.</p> <p>MINTRAC activity update</p>	<p>Dale Andrews, Hilltop Meats  Dean Bayliss, Symbio Laboratory  Sam Beckett, SDB Bio  Andrea Brewer, Teys Australia  Dave Clapham, Gundagai Meat Processors  Haydon Cornell, Teys Australia  Garry Coughlan, Rivalea  Jill Gallagher, Manildra National QA  Stephen Godde, Verto  Tyson Gordon, Wodonga Abattoir  Jenny Kroonstuiver, MINTRAC  David Lean, AMPC  Frank Neville, Wodonga Abattoir  Joan Lloyd, Joan Lloyd Consulting  Clive Richardso, MINTRAC  Chris Ruberg, MLA  Arul Thilikan, Department of Agriculture and Water Resources</p>
<p>Thursday 18  May 2017,  Cambelltown,  NSW</p>	<p>AMPC RD&amp;E Project workshop: Could you keep operating during an Emergency Animal Disease event?  This workshop was presented by Joan Lloyd and Sam Beckett.</p> <p>MINTRAC activity update</p>	<p>Sam Beckett, SDB Bio  Peter Bennett, Response Learning  Peter Browne, Cowra Meat Processing  Gary Bryant, Cowra Meat Processing  Kate Christensen, Response Learning  Paul Crick, NSW Food Authority  Sharon Fitzgerald, MINTRAC  Fiona Gojan, MINTRAC  Lee Jones, Alexander Downs  Angie Kapene, Response Learning  Jenny Kroonstuiver, MINTRAC  David Lean, AMPC  Joan Lloyd, Joan Lloyd Consulting  Leisa Perfect, Milton District Meats  Patrick Phillips , NSW Food Authority  Clive Richardson, MINTRAC  Behrad Shojael, Wollindilly Abattoir</p>

		Tiffany Ward, Wollindilly Abattoir
Thursday 10 August 2017, Melbourne VIC	<p>MINTRAC activity update</p> <ul style="list-style-type: none"> <li>• Outcomes of completed AMPC projects</li> <li>• Current AMPC projects</li> <li>• Professional development program</li> <li>• Update on recent activity</li> <li>• New training developments</li> <li>• Next MI&amp;QA Conference</li> </ul>	<p>Bill Bato, GBP Products</p> <p>Tony Beadle, Midfield Meat International Pty Ltd</p> <p>Charles Baird, Frewstal</p> <p>Dean Baylis, Symbio Laboratories</p> <p>Paul Castricum, Meat and Livestock Training Services</p> <p>Steve Crook, R Radford and Son</p> <p>Sharon Fitzgerald, MINTRAC</p> <p>Ian Jenson, Meat and Livestock Australia</p> <p>Jenny Kroonstuiver, MINTRAC</p> <p>David Lean, AMPC</p> <p>Melissa McVean, Wodonga Rendering</p> <p>Jan Murray, JBS Australia</p> <p>Frank Neville, Wodonga Rendering</p> <p>Mark Pickering, Frewstal Ty Ltd</p> <p>Eric Ponnampalam, DEDJTR</p> <p>Sandip Rattan, Melbourne Polytechnic</p> <p>Abhijatha Satish, HW Greenhams</p> <p>Cathy Tringham, Wagstaff Cranbourne</p> <p>Khazal Zorah, Department of Agriculture</p>
Thursday 10 August 2017, Brisbane QLD	<p>MINTRAC activity update</p> <ul style="list-style-type: none"> <li>• Outcomes of completed AMPC projects</li> <li>• Current AMPC projects</li> <li>• Professional development program</li> <li>• Update on recent activity</li> <li>• New training developments</li> <li>• Next MI&amp;QA Conference</li> </ul>	<p>Alistair Baker, Kilcoy Pastoral Company</p> <p>Sheldon Becker, Tafe Queensland South West</p> <p>Sharon Fitzgerald, MINTRAC</p> <p>Peter Harman, Suncorp Fresh Processing</p> <p>Philip Harvey, TAFE north coast NSW</p> <p>Adam Hughes, Teys Australia</p> <p>Ian Jenson, MLA</p> <p>Jenny Kroonstuiver, Mintrac</p> <p>David Lean, AMPC</p> <p>Demi Lollback, MLA</p> <p>Mal McBride, Oakey Beef</p> <p>Baden Pearse, Department of Agriculture</p> <p>Mark Rickard, TAFE QLD South West</p> <p>Ray Rieck, Churchill Abattoir Management Pty Ltd</p> <p>Johann Schroder, MLA</p> <p>Steve Spencer, Greenmountain Food Processing Pty Ltd</p> <p>Aarti Tobin, CSIRO</p>
Thursday 7 September 2017, Perth WA	<p>MINTRAC activity update</p> <ul style="list-style-type: none"> <li>• Outcomes of completed AMPC projects</li> </ul>	<p>Jeisane Accioly, Dept of Primary Industries Regional Development</p> <p>Brendam Chia, Pride Meat Wholesalers Pty Ltd</p>

	<ul style="list-style-type: none"> <li>• Current AMPC projects</li> <li>• Professional development program</li> <li>• Update on recent activity</li> <li>• New training developments</li> <li>• Next MI&amp;QA Conference</li> </ul>	<p>Jennifer Cotter, Dept of Primary Industries Regional Development  Gary Dykes, Curtin University  Ian Jensen, MLA  Jenny Kroonstuiver, MINTRAC  David Lean, AMPC  Vincent Macri, Beaufort River Meats  Rachel Murrell, MINTRAC  Steve Shaw, Australian College of Training  Rod Thompson, Dept of Primary Industry and Regional Development  Joanne Watts, Training Solutions Australia  Charlie McCann, Kimberley Meat Company  Sandra Furher, Victorinox  Martin Schnellmann, Victorinox  Zen Matig-a, V&amp;V Walsh  Ashleigh Evans, Harvey Beef</p>
Thursday 14 <sup>th</sup> September 2017, Wagga Wagga NSW	<p>MINTRAC activity update</p> <ul style="list-style-type: none"> <li>• Outcomes of completed AMPC projects</li> <li>• Current AMPC projects</li> <li>• Professional development program</li> <li>• Update on recent activity</li> <li>• New training developments</li> <li>• Next MI&amp;QA Conference</li> </ul>	<p>Tony Abel, Australian Pork  Karl Brekelmans, Integra Water  Stewart Carragher, Melrina Meats Pty Ltd  Haydon Cornell, TEYS Australia  Sharon Fitzgerald, MINTRAC  Fiona Gojan MINTRAC  Jill Gallagher, Manildra Meat  Peter Harris, Manildra Meat  David Lean, AMPC  Aaron Murphy, Rivalea  Maurie Moloney, Department of Agriculture and Water Resources  Laurie Tobin, Rivalea  Dave Clapham, Gundagai Meat Processors  Teresa Hore, Southern Meats Golburn  Carlos Alonso, Eville &amp; Jones Australia  Long Hungh, MLA</p>
Thursday 21 September 2017, Adelaide SA	<p>MINTRAC activity update</p> <ul style="list-style-type: none"> <li>• Outcomes of completed AMPC projects</li> <li>• Current AMPC projects</li> <li>• Professional development program</li> <li>• Update on recent activity</li> <li>• New training developments</li> <li>• Next MI&amp;QA Conference</li> </ul>	<p>Sinan Al Bayati, Macro Meats  Michael Bayer, Big River Pork  Dean Bayliss, Symbio Laboratories  Narelle Borda, Macro Meats  Simon Bosco, TAFE SA  Ray Coffey, Biosecurity SA  Kirsty Cordon, PIRSA  Peter Dean, DPIR  Sharon Fitzgerald, MINTRAC  Nicholas Hole, TAFESA  Alex Howard, SARLDI  Long Huynh, MLA</p>

		Jenny Kroonstuiver, MINTRAC Chris Olson, Primo Smallgoods Johan Schroder , MLA John Stoyel, Independent Institute Jessica Tan, SARDI Justin Tomalin, Thomas Foods Lobethal Tim Woonton, PIRSA
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## Appendix 3: Non-endorsable components

This section outlines minor updates that will be implemented when AMP Australian Meat Processing Training Package V3.0 is released on the National Register.

### Non-endorsable changes

The IRC approved a number of non-endorsable updates which will be implemented when the *AMP Australian Meat Processing Training Package Version 3.0* is added to the National Register.

New units of competency developed during this project were added to the elective banks of the following qualifications:

- AMP40415 *Certificate IV in Meat Processing (Quality assurance)*  
AMPX312 *Calculate carcass yield in a boning room* and AMPA413 *Review or develop an Emergency Animal Disease Response Plan*
- AMP20316 *Certificate II in Meat Processing (Abattoirs)*  
AMPA2078 *Inspect meat for defects in a packing room*
- AMP30616 *Certificate III in Meat Processing (General)*  
AMPA3136 *Monitor welfare of stock during out-of-hours receipt* and AMPX312 *Calculate carcass yield in a boning room*
- AMP30716 *Certificate III in Meat Processing (Quality Assurance)*  
AMPX312 *Calculate carcass yield in a boning room*
- AMP30916 *Certificate III in Meat Processing (Smallgoods – General)* -  
AMPX312 *Calculate carcass yield in a boning room*
- AMP31116 *Certificate III in Meat Processing (Livestock Handling)*  
AMPA3136 *Monitor welfare of stock during out-of-hours receipt*
- AMP40315 *Certificate IV in Meat Processing (Leadership)*  
AMPA413 *Review or develop an Emergency Animal Disease Response Plan*
- AMP40516 *Certificate IV in Meat Processing (Meat Safety)*  
AMPA413 *Review or develop an Emergency Animal Disease Response Plan.*

Additional minor updates:

- AMP20316 *Certificate II in Meat Processing (Abattoirs)*  
AMPS201 *Package product using thermoform process* added to the elective bank as the use of thermoform process is now commonly used in abattoirs to package offal and in boning rooms to pack small meat cuts.
- AMP30815 *Certificate III in Meat Processing (Retail Butcher)*  
AMPX214 *Package meat and small goods product for retail sale* added to the elective bank
- AMP30916 *Certificate III in Meat Processing (Smallgoods – General)*  
Code corrected in mapping information
- AMPA3131 *Identify and report emergency diseases of food animals*  
Assessment conditions amendments
- AMPMGT606 *Analyse system and develop enterprise systems for new opportunities*  
'Enterprise' changed to 'production' in unit content so that unit is applicable to a wider cohort.
- AMP30216 *Certificate III in Meat Processing (Food Services)*  
Poultry units updated due to change of training package

- *AMP30516 Certificate III in Meat Processing (Slaughtering)*  
Incorrect prerequisite unit removed from *AMPA3023 Explain opening cuts*

## **ADDENDUM as at 31 January 2018**

Additional minor updates were completed prior to Release 3.0 of the Training Package.

### **Qualifications**

- AMP20216 Certificate II in Meat Processing (Smallgoods)  
Updated superseded and deleted units
- AMP31016 Certificate III in Meat Processing (Smallgoods-General)  
Updated superseded and deleted units
- AMP40215 Certificate IV in Meat Processing (General)  
Additions and updates to electives
- AMP50115 Diploma of Meat Processing (Meat Retailing)  
Updated superseded and deleted units
- AMP60115 Advanced Diploma of Meat Processing  
Updated superseded and deleted units
- AMP80115 Graduate Certificate in Agribusiness  
Updated superseded and deleted units
- AMP80215 Graduate Diploma of Agribusiness  
Updated superseded and deleted units

### **Skill sets**

- AMPSS00057 Meat Processing Waste Water Operator Skill Set (level 1)  
Updated 3 deleted units with NWPGEN008 Sample and test wastewater, NWPTRT061 Operate and control wastewater processes and NWPNET023 Maintain and repair network assets for wastewater.

### **Units of competency**

- AMPR206 Vacuum pack products in a retail operation  
Minor typographical error corrected
- AMPR310 Cost and price meat products  
Minor typographical error corrected
- AMPR324 Break large stock carcasses for retail sale  
Minor typographical error corrected
- AMPS301 Cook, steam and cool product  
Minor typographical errors corrected
- AMPX214 Package meat and smallgoods product for retail sale  
Minor typographical errors corrected
- AMPX310 Perform pre-operations hygiene assessment  
Minor typographical errors corrected
- AMPX426 Undertake chiller assessment to AUS-MEAT requirements  
Minor typographical errors corrected

## Appendix 4: Quality assurance report

# AMP Quality Report

### Section 1 – Details of draft training package components

Information required	Detail
Training Package title and code	<b>AMP Australian Meat Processing V3.0</b>
Number of new or revised qualifications	1 revised qualification: AMP20117 Certificate II in Meat Processing (Food Services)
Number of new or revised units	14 units of competency consisting of: <ul style="list-style-type: none"> <li>• 4 new</li> <li>• 10 revised units</li> </ul>
Confirmation that the draft endorsed components meet the <i>Standards for Training Packages 2012</i>	Yes
Name of panel member completing Quality Report	Anna Henderson, Business Skill Viability
Statement that the panel member <ul style="list-style-type: none"> <li>• is independent of development and/or validation activities associated with the <i>Case for Endorsement</i></li> <li>• has not undertaken the <i>Equity and/or Editorial Report</i></li> <li>• is independent of the Training Package or Training Package components being reviewed.</li> </ul>	Anna Henderson is independent of development and/or validation activities associated with the AMP Training Package.
Date completed	7 <sup>th</sup> of November 2017

## Section 2 – Compliance with the standards for training packages

Standards for Training Packages	Standard met – yes or no	Comments (including any relevant comments from the Equity and Editorial Reports)
<p>Standard 1 Training Packages consist of the following:</p> <p>1. AISC endorsed components:</p> <ul style="list-style-type: none"> <li>• units of competency</li> <li>• assessment requirements (associated with each unit of competency)</li> <li>• qualifications</li> <li>• credit arrangements.</li> </ul> <p>2. One or more quality assured companion volumes.</p>	Yes	<p>The AMP submission consists of the following endorsed components:</p> <ul style="list-style-type: none"> <li>• 1 qualification</li> <li>• 14 units of competency</li> <li>• 14 assessment requirements (associated with each unit of competency)</li> <li>• credit arrangements, which have been specified in the AMP Companion Volume Implementation Guide (no credit arrangements exist between any Skills Impact training package qualification and higher education qualification). This is also specified in the AMP Case for Endorsement (CfE).</li> </ul>

Standards for Training Packages	Standard met – yes or no	Comments (including any relevant comments from the Equity and Editorial Reports)
<p>Standard 2 Training Package developers comply with the AISC <i>Training Package Products Policy</i>.</p>	<p>Yes</p>	<p>The Draft Training Package components comply with the following:</p> <ul style="list-style-type: none"> <li>• <b>Coding and titling</b> –: the qualifications and units of competency comply with the coding and titling policy.</li> <li>• <b>Foundation Skills</b> -: a minimalist process has been adopted. Foundation skills which are not explicit in the unit of competency, are identified in a table and described against the Australian Core Skills Framework (ACSF) and 3 skill clusters from the Core Skills for Work (CSfW) Framework in each unit.</li> <li>• <b>Imported units</b> –: current codes for imported units listed in AMP qualifications have been checked and updated where required. There are several FBP units which have codes listed as those awaiting endorsement.</li> <li>• <b>Mapping</b> - the mapping tables found in the Companion Volume Implementation Guide for the AMP qualifications and units of competency include equivalence status of the endorsed components.</li> <li>• <b>Qualifications – coding and titling</b> – the qualification complies with this policy.</li> <li>• <b>Qualifications – entry requirements</b> – there are no entry requirements for the <i>AMP20117 Certificate II in Meat Processing (Food Services)</i> qualification.</li> <li>• <b>Qualification packaging rules</b> –the rules for the qualification <i>AMP20117 Certificate II in Meat Processing (Food Services)</i> are clear and practical and allow for packaging for a range of sectors and contexts.</li> <li>• <b>Qualifications – pathway advice</b> –pathway advice is included in the Companion Volume Implementation Guide.</li> <li>• <b>Skill set</b> – the submission includes the <i>Animal Welfare Officer Assistant Skill Set</i>.</li> </ul>

Standards for Training Packages	Standard met – yes or no	Comments (including any relevant comments from the Equity and Editorial Reports)
<p>Standard 3 Training Package developers comply with the AISC <i>Training Package Development and Endorsement Process Policy</i>.</p>	<p>Yes</p>	<ul style="list-style-type: none"> <li>• As part of Skills Impact’s approved case for change, the work undertaken for this submission was based on developing the <i>Animal Welfare Officer Assistant Skill Set</i>. This resulted in the development of 4 new units of competency. <i>See Quality Principle 1 for more information.</i></li> <li>• The Case for Endorsement describes national consultation that included: <ul style="list-style-type: none"> <li>· meetings held as teleconferences with key industry stakeholders and Technical Advisory Committee members</li> <li>· National Meat Industry Training Advisory Council’s (MINTRAC) communications with their industry networks</li> <li>· MINTRAC Network meetings held nationally</li> <li>· draft materials available for feedback through Skills Impact’s website</li> <li>· project updates through MINTRAC newsletter and website.</li> </ul> </li> <li>• The Case for Endorsement lists the individuals and organisations who participated in the consultation process and attended workshops. Further evidence that included minutes of the Technical Advisory Committee and other industry meetings was also provided for the editorial review.</li> </ul>
<p>Standard 4 Units of competency specify the standards of performance required in the workplace.</p>	<p>Yes</p>	<ul style="list-style-type: none"> <li>• The proposed units of competency specify the standards of performance required in the workplace.</li> </ul>
<p>Standard 5 The structure of units of competency complies with the unit of competency template.</p>	<p>Yes</p>	<ul style="list-style-type: none"> <li>• The structure of the 14 draft units complies with the unit of competency template.</li> <li>• The Foundation skills are described in the appropriate section for each unit, against skills identified in the ACSF and the CSfW Framework, highlighting skills that are not explicit in the elements and performance criteria.</li> </ul>

Standards for Training Packages	Standard met – yes or no	Comments (including any relevant comments from the Equity and Editorial Reports)
Standard 6 Assessment requirements specify the evidence and required conditions for assessment.	Yes	<ul style="list-style-type: none"> <li>• <b>The assessment requirements</b> specify the performance evidence (including references to volume and frequency) and knowledge evidence to be demonstrated for assessment, along with required conditions for assessment as per the appropriate template.</li> <li>• <b>The assessment conditions</b> are clearly specified in all 14 units and they specify conditions such as: physical conditions; resources, and equipment and materials. The issue raised in the editing process regarding assessment conditions in the new units – the requirement for ‘minimum forms of assessment’ methods has been resolved. This requirement has been removed.</li> </ul>
Standard 7 Every unit of competency has associated assessment requirements. The structure of assessment requirements complies with the assessment requirements template.	Yes	<ul style="list-style-type: none"> <li>• All 14 proposed units of competency have associated assessment requirements, which comply with the assessment requirements template and the Standards for Training Packages 2012.</li> </ul>
Standard 8 Qualifications comply with the Australian Qualifications Framework specification for that qualification type.	Yes	<ul style="list-style-type: none"> <li>• <i>AMP20117 Certificate II in Meat Processing (Food Services)</i> complies with the AQF specification for qualification type.</li> </ul>
Standard 9 The structure of the information for the Australian Qualifications Framework qualification complies with the qualification template.	Yes	<ul style="list-style-type: none"> <li>• <i>AMP20117 Certificate II in Meat Processing (Food Services)</i> complies with the qualification template. <i>AMP20116 Certificate II in Meat Processing (Food Services)</i> has been revised to incorporate the poultry processing units into the qualification.</li> </ul>
Standard 10 Credit arrangements existing between Training Package qualifications and Higher Education qualifications are listed in a format that complies with the credit arrangements template.	Yes	<ul style="list-style-type: none"> <li>• This submission includes a listing of credit arrangements in the appropriate format.</li> <li>• As noted against Standard 1, currently no credit arrangements exist between any Skills Impact Training Package qualification and higher education qualification.</li> </ul>

Standards for Training Packages	Standard met – yes or no	Comments (including any relevant comments from the Equity and Editorial Reports)
Standard 11 A quality assured Companion Volume Implementation Guide produced by the Training Package developer is available at the time of endorsement and complies with the Companion Volume Implementation Guide template.	Yes	<ul style="list-style-type: none"> <li>The Companion Volume Implementation Guide for the Australian Meat Processing Training Package V3.0 has been developed. Skills Impact has confirmed that the guide has been quality assured in line quality assurance process as outlined in the guide.</li> </ul>
Standard 12 Training Package developers produce other quality assured companion volumes to meet the needs of their stakeholders as required.	Yes	<ul style="list-style-type: none"> <li>The AMP Companion Volume Implementation Guide has an Appendix that details version control and modification history and qualification, unit and skill set mapping.</li> </ul>

## Section 3 – Comments on how the draft training package components meet the quality principles

### 1. Reflect identified workforce outcomes

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Driven by industry's needs	<ul style="list-style-type: none"> <li>Changes demonstrate a clear link back to relevant AISC decisions commissioning the work, the IRC Skills Forecast and Proposed Schedule of Work, National Review Schedule and/or Case for Change, or demonstrate other evidence of industry needs</li> </ul>	Yes	<p>The CfE demonstrates a clear link to relevant AISC reasons for commissioning the work and the manner in which industry needs were met:</p> <ul style="list-style-type: none"> <li>As part of Skills Impact's approved case for change, the work undertaken for this submission was based on developing the <i>Animal Welfare Officer Assistant Skill Set</i>, including a new unit of competency <i>AMPA3136 Monitor welfare of stock during out-of-hours receipt</i>, however during the consultation process, it was identified that three additional units were to be developed to address skill gaps. It was also decided to migrate ten poultry based units of competency from the <i>FBP Food Processing Training Package</i> to the <i>AMP Australian Meat Processing Training Package Version 3.0</i> due based on industry support for the units being more appropriate for this Training Package.</li> <li></li> </ul>

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Compliant and respond to government broad policy initiatives	<ul style="list-style-type: none"> <li>• Training package components are compliant with the Standards for Training Packages 2012, the Training Package Products Policy and the Training Package Development and Endorsement Process Policy</li> <li>• Evidence that the training package components respond to Ministers' policy initiatives, in particular the 2015 training package reforms</li> </ul>	Yes	<p>The Draft Training Package components comply with the following:</p> <ul style="list-style-type: none"> <li>• <b>Coding and titling</b> –: the AMP Training Package, qualifications and units of competency comply with the coding and titling policy.</li> <li>• <b>Foundation Skills</b> -: a minimalist process has been adopted. Foundation skills which are not explicit in the unit of competency, are identified in a table and described against the ACSF and 3 skill clusters from the CSfW Framework in each unit.</li> <li>• <b>Imported units</b> –: current codes for imported units listed in AMP qualifications have been checked and updated where required.</li> <li>• <b>Mapping</b> - the mapping tables found in the Companion Volume Implementation Guide for the AMP qualifications and units of competency include equivalence status of the endorsed components.</li> <li>• <b>Qualifications – entry requirements</b> – there are no entry requirements for the <i>AMP20117 Certificate II in Meat Processing (Food Services)</i> qualification.</li> <li>• <b>Qualification packaging rules</b> –the rules for the qualification <i>AMP20117 Certificate II in Meat Processing (Food Services)</i> are clear and practical and allow for packaging for a range of sectors and contexts. Coding and titling complies with the training package development policies.</li> <li>• <b>Access and equity-</b> : the qualification packaging rules enable open access and equitable practices.</li> <li>• <b>Qualifications – pathway advice:</b> –pathway advice is included in the Companion Volume Implementation Guide.</li> <li>• <b>Skill set</b> – the submission includes the Animal Welfare Officer Assistant skill set.</li> </ul>

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
<p>Reflect contemporary work organisation and job profiles incorporating a future orientation</p>	<ul style="list-style-type: none"> <li>Open and inclusive consultation and validation commensurate with scope and impact has been conducted</li> </ul>	<p>Yes</p>	<p>The Meat IRC is responsible for the AMP Australian Meat Processing Training Package Version 3.0. A Technical Advisory Committee (TAC) was established for the development of the Animal Welfare Officer Assistant Skill Set. IRC members supported the TAC's recommendation to put forward the proposed training package products to the AISC for endorsement.</p> <p>The Food Processing IRC was consulted and supported the migration of the poultry units to the AMP Training Package. The AMP V3 Training Package reflects contemporary work organisation and job profiles, such as <i>Animal Welfare Officer Assistant</i>.</p> <p>Open and inclusive consultation and validation activities included the following:</p> <ul style="list-style-type: none"> <li>meetings - teleconferences with key industry stakeholders and TAC members</li> <li>National Meat Industry Training Advisory Council's (MINTRAC) communications with their industry networks</li> <li>MINTRAC Network meetings held in Victoria, Queensland, Northern Territory, Western Australia, New South Wales and South Australia</li> <li>draft materials available for feedback</li> <li>MINTRAC newsletter and website updates.</li> </ul>

## 2. Support portability of skills and competencies including reflecting licensing and regulatory requirements

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Support movement of skills within and across organisations and sectors	Packaging rules, qualifications framework, and pathways support movement within and across sectors Identification of skill sets that respond to client needs	Yes	<ul style="list-style-type: none"> <li>The <i>AMP20117 Certificate II in Meat Processing (Food Services)</i> qualification itself and the pathways advice and diagram in the Companion Volume Implementation Guide demonstrate the flexibility of the qualification.</li> <li>There are no entry requirements for the <i>AMP20117 Certificate II in Meat Processing (Food Services)</i> qualification.</li> </ul>
Promote national and international portability	Other national and international standards for skills are considered	Yes	<ul style="list-style-type: none"> <li>In the consultation process detailed in the AMP CfE, it is evident that various national and international standards for poultry processing were considered.</li> </ul>

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Reflect regulatory requirements and licensing	Solutions to incorporate licensing and regulatory requirements are brokered and there is clear evidence of support from licensing and industry regulatory bodies	Yes	<ul style="list-style-type: none"> <li>• Skills Impact have included the following general statement in in the Applications fields of poultry units of competency in response to stakeholder feedback regarding the need to emphasize the differing requirements across jurisdictions: <ul style="list-style-type: none"> <li>· <i>All work must be carried out to comply with workplace procedures, in accordance with State/Territory food safety, work health and safety and environmental codes, regulations and legislation that apply to the workplace.</i></li> </ul> </li> <li>• The new Abattoirs sector units contain the following general statement: <ul style="list-style-type: none"> <li>· <i>All work must be carried out to comply with workplace and hygiene requirements and Australian meat processing standards and regulations.</i></li> </ul> </li> <li>• Details about State/Territory health and safety regulatory bodies are in the AMP Implementation Guide Companion Volume.</li> </ul>

### 3. Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Reflect national consensus	<ul style="list-style-type: none"> <li>Active engagement across industry has sought to achieve a national consensus about the advice being provided to the AISC.</li> </ul>	Yes	<ul style="list-style-type: none"> <li>Skills Impact conducted thorough industry consultation, <i>see CfE, Appendix 2 for detail.</i></li> </ul>
Recognise convergence and connectivity of skills	<ul style="list-style-type: none"> <li>Best use is made of cross-industry and work and participation bank units</li> </ul>	Yes	<ul style="list-style-type: none"> <li>The elective pool for the AMP qualifications is extensive and elective units can also be sourced from other Training Packages or accredited courses.</li> </ul>

#### 4. Be flexible to meet the diversity of individual and employer needs, including the capacity to adapt to changing job roles and workplaces

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Meet the diversity of individual and employer needs	<ul style="list-style-type: none"> <li>Provide flexible qualifications that enable application in different contexts</li> </ul>	Yes	<ul style="list-style-type: none"> <li>The units of competency, skill sets and qualifications in the AMP Australian Meat Processing Training Package cover a diverse range of work activities within the industry. The Companion Volume Implementation Guide provides an overview of occupational outcomes for each qualification.</li> <li>The new <i>Animal Welfare Officer Assistant Skill Set</i> enables further flexibility of training for specific skill needs.</li> </ul>
Support equitable access and progression of learners	<ul style="list-style-type: none"> <li>Provide multiple entry and exit points</li> <li>Pre-requisite units of competency are used only when required</li> </ul>	Yes	<ul style="list-style-type: none"> <li>There are no entry requirements for the <i>AMP20117 Certificate II in Meat Processing (Food Services)</i> qualification.</li> <li>There are no prerequisites for any of the AMP units of competency in this submission.</li> </ul>

## 5. Facilitate recognition of an individual's skills and knowledge and support movement between the school, vocational education and higher education sectors

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Support learner transition between education sectors	<ul style="list-style-type: none"> <li>Provide pathways from entry and preparatory level as appropriate to facilitate movement between schools and VET, from entry level into work, and between VET and higher education qualifications</li> </ul>	Yes	<ul style="list-style-type: none"> <li>The AMP Companion Volume Implementation Guide provides advice about pathways between school, VET and work.</li> <li>The pathways advice in the AMP Companion Volume Implementation Guide notes that each State or Territory Training Authority (STA/TTA) is responsible for apprenticeships and traineeships in its jurisdiction.</li> </ul>

## 6. Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Support implementation across a range of settings	<ul style="list-style-type: none"> <li>Industry advice about delivery is provided via a Companion Volume Implementation Guide ready for publication at the same time as the Training Package</li> </ul>	Yes	<ul style="list-style-type: none"> <li>The AMP Companion Volume Implementation Guide includes advice about pathways, access and equity, and foundation skills. It clearly supports implementation across a range of settings.</li> </ul>
Support sound assessment practice	<ul style="list-style-type: none"> <li>Units of competency and their associated assessment requirements are clearly written and have consistent breadth and depth</li> </ul>	Yes	<ul style="list-style-type: none"> <li>The units or competency are clearly written with concise language and qualitative statements, where appropriate.</li> <li>The digit component of each unit code starts with the nominal AQF level of the qualification that the unit first appears in – a useful support feature for implementation.</li> <li>The assessment requirements associated with each unit provide a detailed account of the evidence requirements.</li> <li>Unit-specific foundation skills information is sufficiently detailed to provide very useful, unit-specific skill information to unit users.</li> </ul>

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Support implementation	<ul style="list-style-type: none"> <li>• Compliance with the TGA/National Register requirements for publication</li> <li>• Implementation advice is provided in a Companion Volume Implementation Guide that is ready for publication at the same time as the Training Package</li> </ul>	Yes	<ul style="list-style-type: none"> <li>• The AMP Companion Volume Implementation Guide includes advice about pathways, access and equity, and foundation skills.</li> <li>• The Training Package components are compliant with the TGA/National Register requirements for publication.</li> </ul>