



Case for endorsement AMP Australian Meat Processing Training Package Version 6.0

**Submitted by Skills Impact
on behalf of
Meat IRC**

January, 2021

Contents

| | |
|---|-----------|
| A. Administrative details | 3 |
| B. Description of work and request for approval | 4 |
| C. Evidence of Industry support | 14 |
| D. Industry expectations about training delivery | 16 |
| E. Implementation of the training package components | 17 |
| F. Quality assurance reports | 19 |
| G. Implementation of COAG Industry Skills Council reforms to training packages | 21 |
| H. Evidence of completion | 22 |
| I. IRC support | 23 |
| Appendix 1: Components for endorsement | 24 |
| Appendix 2: Industry support | 26 |
| Appendix 3: Minor updates | 46 |
| Appendix 4: Quality assurance report | 48 |
| Section 1 – Cover page | 48 |
| Section 2 – Compliance with the Standards for Training Packages 2012 | 50 |
| Section 3 – Compliance with the training package quality principles | 54 |

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 following Industry Reference Committee (IRC):

- Meat Industry IRC

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

Component details

The Case for Endorsement comprises of two qualifications and four units of competency and their associated assessment requirements for endorsement as part of the *AMP Australian Meat Processing Training Package Version 6.0*.

| Project Name | Components |
|--|---|
| Diploma and Advanced Diploma of Meat Processing Project | <ul style="list-style-type: none">• <i>Two revised qualifications</i><ul style="list-style-type: none">○ <i>AMP60121 Advanced Diploma of Meat Processing</i>○ <i>AMP50221 Diploma of Meat Processing</i>• <i>Two new units of competency:</i><ul style="list-style-type: none">○ <i>AMPMGT511 Manage feedlot facility</i>○ <i>AMPMGT512 Manage supply chain and enterprise animal welfare performance</i>• <i>Two revised unit of competency:</i><ul style="list-style-type: none">○ <i>AMPMGT513 Manage transportation of meat, meat products and meat by-products</i>○ <i>AMPMGT514 Develop, manage and maintain quality systems</i>• <i>One unit of competency proposed for deletion:</i><ul style="list-style-type: none">○ <i>AMPMGT503 Develop and assess a meat retailing business opportunity</i> |

Units of competency reviewed as minor updates are located in **Appendix 3: Minor updates**.

Case for Change details

The Case for Change (Reference number: Skills Impact/TPD/2018-19/006) was approved on 5 June 2019. The requirements set by the Australian Industry and Skills Committee (AISC) in relation to the training package development work are:

- Review of Diploma and Advanced Diploma of Meat Processing project which is comprised of:
 - the review of three qualifications
 - the development of 10 new units of competency
 - the review of 17 units of competency.

B. Description of work and request for approval

The section describes the work undertaken and the decision being sought from the AISC. The components submitted for endorsement have been reviewed as part of the following projects:

Work undertaken and why

Diploma and Advanced Diploma of Meat Processing Project

Skills Description

This project is based on the review and updating of *AMP50215 Diploma of Meat Processing*, *AMP 50115 Diploma of Meat Processing (Meat Retailing)* and *AMP60115 Advanced Diploma of Meat Processing* qualifications.

These qualifications provide opportunity mostly for employees in the meat industry, but also personnel entering the industry to progress their careers in management supported by training in leadership and management of technical areas in their organisations. This supports a progression from line management to more strategic management roles, such as the management of whole departments and organisations.

At the Diploma level, the role reflects individuals who apply knowledge, practical skills and experience in leadership and management across a range of enterprise and industry contexts including team leaders in operational, functional, technical and business areas in meat establishments. In these roles, these individuals apply specialised knowledge and skills to general leadership and management, and to the management of a broad range of technical and business areas in the meat industry to process meat and produce meat products for domestic and export markets.

At the Advanced Diploma level, the role reflects individuals who are in middle to senior management positions with responsibility for strategic leadership and management of significant areas or departments in the organisation, or the whole of the organisation. These individuals normally have responsibility for general leadership and management, as well as the strategic management of operational and/or a range of functional and technical areas in the meat industry to process meat and produce meat products for domestic and export markets.

Addressing drivers for this project

Given the unique and challenging environments of many meat industry establishments, including their location in regional and remote areas, diverse workforces, workforce and skills shortages and difficulties attracting personnel, it is essential that the industry can offer a training pathway to support career progression through management positions where personnel are equipped with skills to manage industry specific areas as well as build and broaden their leadership and management skills. Additionally, with increased vertical integration in the industry, managers frequently require a broader and more flexible skill sets to take on broader responsibilities across business areas, industry sectors and new markets.

The speed of technological development, automation, and use of Big Data (such as animal health data) are rapidly impacting the management development requirements of the industry. This needs to be reflected at Diploma and Advanced Diploma levels particularly considering the complexity associated with planning and implementing technological change. New units of competency under development as part of cross-industry projects were considered for inclusion in the Diploma and Advanced Diploma of Meat Processing. In addition, existing units were updated and the need to develop meat industry specific technology units was considered.

The review of the Diploma and Advanced Diploma needed to ensure sufficient scope within these qualifications for graduates with trade and other qualifications to continue to develop their careers by undertaking relevant higher-level qualifications.

There has been a broadening of sectors in the industry since these qualifications were first introduced and this required assessment of specific training needs for management associated with these sector growth areas. These areas included feedlots, poultry processing, goat processing, wild game harvesting and growth in areas such as meat wholesaling and food services associated with value adding, and further processing of meat products to accommodate the needs of the hospitality industry, which encompasses an increasingly diverse domestic market and export markets.

The existing AMP units in the Diploma and Advanced Diploma were reviewed ensuring currency and sector applicability. The imported units were reviewed to ensure currency and relevance to the meat industry.

The AMP50115 Diploma of Meat Processing (Meat Retailing) has had very few graduates since it was introduced in 2000. Considering the proposed broadening of the *Diploma and Advanced Diploma of Meat Processing* to address the needs of a greater range of sub-sectors in the meat industry (such as feedlots and poultry processing), it was proposed to merge the *Diploma of Meat Processing (Meat Retailing)* into the *Diploma of Meat Processing* whilst ensuring that the future career development needs of meat retailers are also addressed in the revised *AMP50221 Diploma of Meat Processing* with suitable electives for meat retailing.

Work undertaken

The project was discussed at a number of meat industry network meetings in August, September, October and November 2019 and promoted through email broadcasts and MINTRAC's newsletter. The Meat IRC was also kept informed of the project's progress during meetings held in October and December 2019. It was made clear from the onset that the project planned to recommend the deletion of the *AMP50115 Diploma of Meat Processing (Meat Retailing)* while ensuring that concerns or objections could be raised by stakeholders if they felt that this would negatively impact the industry in any way. As this qualification is not government funded or subsidised in any way, and had very few graduates since 2000, negative impacts were not anticipated; however, it was important that industry was given the opportunity to raise any concerns as early as possible.

As a result of this initial consultation a number of industry stakeholders registered at the network meetings or contacted the project team to register their interest in the project as either a subject matter expert (SME) or to be kept informed of the project development as part of the broader general consultation process. Key industry stakeholders such as experienced meat industry managers, former graduates and representatives from the two main RTOs who deliver these qualifications were also identified at the beginning of the project and invited to take part.

A short questionnaire was created and provided to the members of the SME Working Group (SMEWG), in order to gain their initial responses to the proposed deletion of the *AMP50115 Diploma of Meat Processing (Meat Retailing)*, the suitability of the units of competency, that belong to the AMP Training Package and those imported units of competency from other training packages, currently in *AMP50215 Diploma of Meat Processing* and *AMP60115 Advanced Diploma of Meat Processing*. The three SMEs who responded agreed with the proposed deletion and did not identify any significant issues with the units of competency that currently made up the qualifications, aside from the replacements of any superseded imported units of competency.

During this development period no other observations or objections were raised to the proposal to delete *AMP50115 Diploma of Meat Processing (Meat Retailing)*. It was also determined during this phase that it was appropriate for the elective units of competency from *AMP50115 Diploma of Meat Processing (Meat Retailing)* be included as electives in *AMP50221 Diploma of Meat Processing*, which actually means that the *AMP50115 Diploma of Meat Processing (Meat Retailing)* and the *AMP50215 Diploma of Meat Processing* are in actual fact consolidated by the *AMP50221 Diploma of Meat Processing* to merge the now superfluous *AMP50115 Diploma of Meat Processing (Meat Retailing)*.

Three new units of competency were also proposed for inclusion in *AMP50221 Diploma of Meat Processing*, including a unit for managing a feedlot facility, a unit for managing supply chains and enterprise animal welfare performance, and a unit to cover poultry management. During this period of development SMEs determined that the current elective units in the Diploma, along with electives that could be drawn from other endorsed training packages, sufficiently covered the role of a poultry processing manager. Therefore, the outcome of this consultation with the SMEs saw the need to only create the following two new units of competency:

- *AMPMGT511 Manage feedlot facility*
- *AMPMGT512 Manage supply chain and enterprise animal welfare performance*

Employers and employees working directly in the meat industry participated and provided information on the skills and knowledge required for these job roles and tasks through the provision of copies of relevant job descriptions and through direct comment via phone and email on the early drafts of the units of competency.

The imported units of competency were all checked to ensure they remained suitable for the meat industry, and where any units of competency had been superseded and deemed no longer suitable, and have been replaced with alternative units of competency. Two new units of competency developed as part of the Cross-Sector Supply Chain Skills project were also considered and proposed for inclusion in the *AMP50221 Diploma of Meat Processing* and *AMP60121 Advanced Diploma of Meat Processing*.

The proposed changes to imported units were:

- Removal of the unit *MSL916005 Manage complex projects*, as this unit was superseded by *MSL916010 Manage complex projects* which is now specific to laboratories and not suitable for use in the meat industry. Removing *MSL916005 Manage complex projects* meant that according to the Training Package and Endorsement Process Policy 2019, the codes for both qualifications were required to change.
- *BSBPMG522 Undertake project work* has been added to *AMP50221 Diploma of Meat Processing*.
- *AHCBUS603 Develop and review a strategic plan* was updated to *AHCBUS609 Develop and review an enterprise strategic plan* (although this unit was deleted later in the project when addressing the nesting issue and resolving which units fitted with AQF descriptors and met industry needs at Diploma and Advanced Diploma levels in regard to business and strategic planning)
- *TLIX9983X Manage fundamental aspects of supply chains* – new unit proposed to be imported
- *TLIX9986X Establish blockchain in a supply chain* – new unit proposed to be imported.

The following currently imported units of competency were checked and found to be suitable to remain in the qualifications:

- *BSBCOM501 Identify and interpret compliance requirements*
- *BSBDIV601 Develop and implement diversity policy*
- *BSBFIM501 Manage budgets and financial plans*
- *BSBFIM601 Manage finances*
- *BSBINN601 Lead and manage organisational change*
- *BSBMGT605 Provide leadership across the organisation*
- *BSBMGT617 Develop and implement a business plan*
- *BSBMKG502 Establish and adjust the marketing mix*
- *SIRXMGT005 Lead the development of business opportunities*.

The seventeen AMP Training Package units of competency included in these qualifications were reviewed and it was decided that two required major updates and 15 only requiring minor edits because overall, the units were found to have remained suitable and relevant.

AMPMGT503 Develop and assess a meat retailing business opportunity – has been identified for deletion as the imported unit *SIRXMGT005 Lead the development of business opportunities* is a more suitable unit for the industry.

The list of units that have only had minor updates are included in: **Appendix 3: Minor updates**.

Consultation phase

Broad stakeholder consultation occurred on these drafts between 14 October 2019 and 18 November 2019 when the draft units and qualifications were made available for comment on the Skills Impact website. The drafts were also distributed to the subject matter experts and stakeholders who registered with MINTRAC to take part in the general consultation. Additionally, MINTRAC sent out email broadcasts to contacts in their database and included articles about the projects in the September, October and November issues of the MINTRACker newsletter.

During this time, feedback was collected via the online feedback hub, face-to-face consultation and via phone call and email. All feedback that was received throughout the project was considered in the drafting of the final version.

The qualifications were then updated to address identified improvements and to incorporate skills in animal welfare throughout the supply chain. The two new units for managing a feedlot facility and managing supply chain and enterprise animal welfare performance were further revised as a result of comments made by industry on the initial drafts. The proposed merging of the *AMP50115 Diploma of Meat Processing (Meat Retailing)* was not met with any concern during the consultation phase. The electives from *AMP50115 Diploma of Meat Processing (Meat Retailing)* were added as electives to the *Diploma of Meat Processing* so that a meat retail manager could undertake this qualification and select electives suitable for their job role.

Initial validation phase

The revised drafts and a summary of the feedback received were made available on the Skills Impact website for the validation phase which occurred between 4 December 2019 and 9 March 2020. Email broadcasts notifying stakeholders that the validation drafts were available were sent by Skills Impact and MINTRAC to all those who had registered their interest, including the subject matter experts. Articles about the status of the project were also included in the MINTRACker newsletter during December 2019, January 2020 and February 2020.

A validation meeting via teleconference was held on 12 December 2019. The meeting was minuted. Attendees included:

- Andrew Moore, Response Consulting and Attraction and Retention researcher
- Glen Eckhardt: TAFE Qld
- Brett Scoble, HW Greenhams and past student
- Andrew Foley, Inghams

In attendance:

- Sharon Fitzgerald, MINTRAC
- Jenny Kroonstuiver, MINTRAC

Apologies

- Janis Manship, Inghams
- Grant Melrose, John Dee Warwick

During the meeting, the validation committee approved the following motions:

- that the project consultation undertaken was adequate and appropriate
- that the Diploma of Meat Processing (Meat Retailing) should be incorporated with the Diploma of Meat Processing
- that the revised qualifications be approved and the AQF levels confirmed
- that the two new units of competency (AMPMGT511 and AMPMGT512) be approved
- that the seventeen revised AMP units of competency were suitable.
- that the imported units of competency were all acceptable/appropriate

Several stakeholder comments about the revised units of competency were also received during the validation phase, and two responses were received via the validation survey which was included on the Skills Impact website. This feedback was addressed in the drafts. Towards the end of the validation period feedback concerns were raised regarding the structure and clarity of the two new units of competency *AMPMGT511 Manage feedlot facility*, and *AMPMGT512 Manage supply chain and enterprise animal welfare performance*.

The feedback recommended a significant rewrite of these units of competency to address:

- ambiguous language in the performance outcomes of the units of competency
- performance criteria that were more appropriate as elements and actually covered by other Diploma level units of competency in their own right, such as developing budgets, and operational planning
- improvement of foundation skills
- removal of the requirement to manage a feedlot facility for at least six months in *AMPMGT511 Manage feedlot facility*.

This feedback was reviewed by the unit developer and advice sought from an Independent Quality Assurance panel member, other unit developers and industry stakeholders with the outcome seeing these units of competency being rewritten. The drafts were then emailed to the SMEWG as well as the Australian Lot Feeders Association (ALFA) who were asked to review them and validate the drafts. Three members of the committee and a representative from ALFA confirmed that the unit met industry requirements.

STA review in finalisation stage

As part of the review the Diploma and Advanced Diploma were presented as minor updates to the State/Territory Training Authorities (STAs/TTAs) for their review. It was at this stage the Victorian STA identified that the Diploma and Advanced Diploma was adding new units to the elective bank and therefore they had determined that the qualifications needed to be recoded and presented to the AISC for endorsement. Due to this, it was identified that there was nesting of the Diploma qualification within the Advanced Diploma meaning the qualifications were non-compliant and further consultation with industry experts would need to be undertaken.

The Meat IRC meeting was informed of the issue at the meeting held on Tuesday 16 June 2020. They accepted that what was normal practice in the past is no longer acceptable practice. After further discussions, they requested an extension to the project so the IRC could rectify this issue.

July 2020 consultation round

In consultation with the SMEs and other stakeholders the Diploma and Advanced Diploma qualifications were redrafted to address the nesting issue. The revised drafts were then made available for a second round of consultation on the Skills Impact website from 7 - 27 July 2020. A news alert was sent to stakeholders by Skills Impact and also forwarded to specific project stakeholders by MINTRAC.

As a result of the July 2020 consultation round, additional feedback was received from the Victorian STA and a WA TC. The nesting issue had not been entirely resolved. The feedback identified that there was poor differentiation of outcomes between the Diploma and Advanced Diploma levels with some units still being offered at both qualification levels. There was also similarities between some units due to the transfer of units from the *Diploma of Meat Processing (Meat Retailing)* to the Diploma of Meat Processing as the *Diploma of Meat Processing (Meat Retailing)* will be superseded as a result of this project.

In response to this additional feedback, Qualification Descriptions at Diploma and Advanced Diploma levels were reviewed to differentiate outcomes at each level in accordance with AQF descriptors and outcomes required by the meat industry. The units of competency were then placed in either the Diploma or Advanced Diploma in accordance with the outcomes required at each level. The changes

involved moving the units already included in the qualifications to the level where they were aligned with industry outcomes required and met AQF descriptors for the level, as well as not having them at both levels.

In consultation with SMEs and other stakeholders this included:

- Reviewing the Qualification descriptions for the Diploma and Advanced Diploma levels to clearly differentiate the two levels and reflect the AQF specifications for each level.
- Reviewing the competencies required (which were already included in the qualifications) in the meat industry at each qualification level in both leadership and management and the strategic management of a broad range of technical and business areas in the meat industry to process meat and produce meat products for domestic and export markets to customer specifications, food safety, product quality, importing country requirements, environmental and work health and safety requirements.
- Removing the nesting by placing the units of competency in either the Diploma or Advanced Diploma level to reflect the AQF specifications and job outcomes required in the industry at each level.
- Considering building the competencies to meet the broader, more complex, more strategic and in depth requirements between the Diploma and Advanced Diploma by ensuring the units of competency enable this progression.

The summary of the new changes made as a result of the feedback from the July consultation round are listed below.

Summary of the new changes to the Diploma of Meat Processing arising from feedback from the July consultation round

- Minor rewording of the Qualification description to more closely reflect the purpose and vocational outcomes of the Diploma (and differentiate it from the Advanced Diploma).
- Minor rewording of entry level requirements in terms of industry experience in managing a team and managing technical meat area or business unit and intent to include justification for requirements in the AMP Companion Volume Implementation Guide.
- Three units moved from Diploma to Advanced Diploma to address nesting and more closely align units with AQF specifications and industry outcomes for each qualification level, including:
 - Making *BSBMGT605 Provide leadership across the organisation* only available in the Advanced Diploma (and removing it from the Diploma) as the scope of the unit is broader and more strategic at that level.
 - Adding *BSBWOR502 Lead and manage team effectiveness* at the Diploma level as this unit is more consistent with the scope and skills at the Diploma level.
 - Making *BSBINN601 Lead and manage organisational change* only available in the Advanced Diploma (and removed from the Diploma)
 - Removing *BSBMGT617 Develop and implement a business plan* from the Diploma and moving it to the Advanced Diploma as it has a broader and more strategic approach on planning to 'run a whole organisation' (where it is located in the current version of the qualification).
 - Also removing *AHCBUS609 Develop and review an enterprise strategic plan* and replacing it with *BSBMGT517 Manage operational plan* which describes the unit applying to individuals who manage work of others and operate within the parameters of a broader strategic and/or business plan more closely matching outcomes required at Diploma level.
- Responding to feedback in regard to similarities and duplication between some units and more closely aligning the units with the AQF descriptors. This includes:
 - Deleting *AMPMGT503 Develop and assess a business opportunity in a meat retailing establishment* as there is scope in *SIRXMGT005 Lead the development of business opportunities* to include developing and assessing business opportunities in meat retailing.
 - Adding *BSLDR504 Implement diversity in the workforce* to provide a progression of skills development from implementing diversity at the diploma level to *BSBDIV601 Develop and implement diversity policy* at Advanced Diploma level.

Changes at Advanced Diploma level arising from feedback from the July consultation round

- Rewording of the Qualification Description to more closely reflect the purpose and vocational outcomes of the Advanced Diploma.
- Rewording of entry level requirements and intent to include justification for requirements in the AMP Companion Volume Implementation Guide.
- Responding to feedback to align units with AQF specifications and remove nesting, three units removed from Diploma and only available at Advanced Diploma level. These units are:
 - *BSBMGT605 Provide leadership across the organisation* as the scope is broader and more strategic at this level
 - *BSBINN601 Lead and manage organisational change*
 - *BSBMGT617 Develop and implement a business plan* (where it is located in the current version of the qualification) as the application of this unit describes a broader and more strategic scope focusing on developing and implementing a business plan to 'run a business operation.'
- BSBRSK501 Manage risk added in response to industry feedback primarily in regard to managing the risks associated with the COVID-19 pandemic which severely impacted the industry and required significant risk management planning and implementation.

Feedback from Vic STA

The revised drafts of the two qualifications addressing the July 2020 consultation round feedback from the Victorian STA and the WA ITAB were discussed with them and they indicated their support for these new drafts.

The response from the CMM on behalf of the Victorian STA was as follows:

'To confirm my understanding of the 'state of play' of AMP Release 5.0;

1. The Case for Endorsement (CfE) endorsed by the AISC 12 August 2020 did not contain **AMP50115 Diploma of Meat Processing (Meat Retailing), AMP50215 Diploma of Meat Processing** or some of their associated units
2. These two products were removed from the CfE for further development prior to submission to the AISC
3. MINTRAC / Skills Impact have attempted to resolve the issues with AMP50115 and AMP50215 as outlined in your email below and in the form of the new drafts of these qualifications that were attached to that email
4. MINTRAC / Skills Impact are hopeful that these revised drafts of the two qualifications will rapidly gain stakeholder approval and will be submitted to the AISC at the next opportunity. Further, that the endorsed versions of these products will be published on tga as a part of Release 5.0 before the end of 2020
5. You are currently identifying the 'methodology' to use to gain endorsement of these products.

Would kindly confirm that my understanding of the situation is correct.

Assuming that I have the correct interpretation, I am pleased to say that in my opinion the new drafts of **AMP50115 Diploma of Meat Processing (Meat Retailing) and AMP50215 Diploma of Meat Processing** meet the Standards for Training Packages 2012. Prior to seeking endorsement by the AISC these drafts will need to be formally presented to all State Training Authorities through the usual channels in accordance with the Training Package Development and Endorsement Process Policy 2019.

As we also discussed I fully support the retention of these two qualifications. They provide the essential skills and knowledge required by senior staff in the meat processing sector. Enrolment numbers will always be very low but it is imperative that there are highly skilled staff in these critical positions in the Australian multi-million dollar domestic and export meat industry.'

Additional validation October 2020

The revised drafts of the qualifications and a summary of the feedback received were then made available on the Skills Impact website for the validation phase which occurred 13 - 21 October 2020. Email broadcasts notifying stakeholders that the validation drafts were available were sent by Skills Impact and MINTRAC to all those who had registered their interest. Articles about the additional validation opportunity and status of the project were also included in the MINTRACker newsletter during September and October 2020. Meat Industry Associations also circulated the opportunity to

provide feedback and input through their newsletters, e.g. The Qld Country Meat Processing Association (QCMPA).

Feedback from WA STA

Two feedback items were received from the October additional validation round. One was from the WA STA indicating that they had distributed the additional validation round alert to WA stakeholders and received no further feedback. Their feedback included:

“The WA STA commends you in your efforts to reduce the number of qualifications and units of competency in the system by merging the two Diploma qualifications and replacing AMP units with imported units that duplicate content, in particular units from the BSB Business Services Training Package. Although the uptake of the Diploma and Advanced Diploma is relatively low, we acknowledge that they provide a career pathway to senior management and graduates of these qualifications will have a more transferable skill set.”

Feedback from Vic STA

The second feedback item was received from the CMM on behalf of the Victorian STA with feedback as follows:

- Qualification Description – the second sentence is extremely long and rather cumbersome. I suggest some revision.
- Entry Requirements – I have some concerns regarding these and suggest that during QA the validity of these are checked for both the Diploma and the Advanced Diploma.

The Training Package Products Policy, Section 3.2 states;

3.2.1. Entry requirements must be:

- achieved prior to commencing the qualification
- specific to the knowledge, skills, or experience required to commence the qualification, and
- expressed in terms of competency or licensing.

3.2.2. Where entry requirements are identified, these are mandatory and a rationale must be provided in the Companion Volume Implementation Guide.

The third bullet point appears to state that ‘entry requirements’ must be competencies. However the Entry Requirements field in the qualification template of the Standards for Training Packages only states “Specifies any mandatory entry requirements”. I understand that prior to the implementation of the Standards entry requirements based on ‘experience’ were permitted. Also I believe other qualifications have entry requirements that are not ‘expressed in terms of competency or licensing’. I note that there is an intention to provide a rationale in the CVIG. I suggest it would be appropriate to review these entry requirements prior to finalising the Case for Endorsement.

The version of the Advanced Diploma provided also appears to relate to a unique job role and I note that the nested Diploma has been removed. As with the Diploma, the second sentence in the description is quite something!

AMPMGT512 Manage supply chain and enterprise animal welfare performance

Below is an excerpt from the feedback I provided in February 2020;

I believe that more appropriate use may be made of the Foundation Skills field in some of the units and I would like to have seen some improvements to the Assessment Requirements. The Performance Evidence field is provided as an opportunity for industry to specify the evidence that must be presented by the learner for assessment (the product and /or frequency / volume of performance). It is not to be used to provide a precis of the Performance Criteria which is often merely confusing and misleading.

These points still hold true for this unit and I request that some further revision is undertaken.

AMPMGT511 Manage feedlot facility

This is a much improved version of this unit. However, I do have some concerns relating to the Performance Evidence requirements. The evidence called for does not in all instances clearly relate to the Performance Criteria. Please see my comment above and based on this I request that the Performance Evidence is revised to conform to the Standards.

Immediate contact was made with the CMM in Victoria and the draft qualifications revised in consultation with the CMM in order to address the items above. The revised drafts were circulated to the CMM who now supports the revised drafts, commenting in an email of Monday 26 October 2020: "These latest versions are looking good."

Provisional approval from the IRC

The qualifications, units for endorsement and Case for Endorsement were provided to the IRC meeting on 20 October 2020. The IRC recommended provisional approval for the Diploma and Advanced Diploma to be submitted to the AISC pending successful completion of the finalisation stage of the project.

Updating of BSB units in the Diploma and Advanced Diploma of Meat Processing

The BSB Business Services Training Package has been reviewed and released on training.gov.au on 18 October 2020. The Meat IRC meeting on 20 October 2020, approved the updates to the BSB units imported into the AMP Training Package.

The Diploma and Advanced Diploma of Meat Processing qualifications were revised in accordance with the relevant BSB units from the Business Services Training Package. The BSB units in AMP Version 5.0 were also updated in the Companion Volume Implementation Guide Release 5.0 Part 2: Component Detail. In regard to the Diploma and Advanced Diploma of Meat Processing qualifications equivalence and non-equivalence of units was taken into consideration and the following changes made to the draft *Diploma and Advanced Diploma of Meat Processing* qualifications:

- The superseded unit *BSBDIV601 Develop and implement diversity policy* has been combined with *BSBDIV501 into BSBTWK501 Lead diversity and inclusion* in the revised BSB Training Package. In response to this change the revised unit *BSBTWK501 Lead diversity and inclusion* has been included in the *Diploma of Meat Processing* in place of *BSBLDR504 Implement diversity in the workplace* and the superseded unit *BSBDIV601 Develop and implement diversity policy* has been removed from the *Advanced Diploma of Meat Processing*.
- The superseded unit *BSBMKG502 Establish and adjust the marketing mix* has been replaced with *BSBMKG542 - Establish and monitor the marketing mix*. 'This unit applies to individuals who have management roles in marketing and are responsible for developing marketing and promotional mix within an organisation.' The superseded unit was in the *Diploma of Meat Processing (Meat Retailing)*, where marketing is generally conducted by operational staff. It was therefore decided to replace the superseded unit with *SIRXMKT005 Develop a marketing strategy* which focused more on marketing being conducted by 'senior personnel working in a diverse range of sectors and business contexts' where marketing may not be their primary role.
- All other BSB units in the Diploma and Advanced Diploma were incorporated with their new codes and titles (where appropriate).

Decision being sought

This submission puts forward the Case for Endorsement for the proposed components of the *AMP Australian Meat Processing Training Package Version 6.0*.

The draft components submitted for endorsement by the AISC are:

- *AMP60121 Advanced Diploma of Meat Processing* – qualification reviewed and updated to address industry feedback
- *AMP50221 Diploma of Meat Processing* – qualification reviewed and updated to address industry feedback
- *AMP50115 Diploma of Meat Processing (Meat Retailing)* – qualification to be superseded due to lack of enrolments. Electives from this qualification or electives with similar outcomes made available in *AMP50221 Diploma of Meat Processing* or *AMP60121 Advanced Diploma of Meat Processing*
- The following new units of competency:
 - *AMPMGT511 Manage feedlot facility*
 - *AMPMGT512 Manage supply chain and enterprise animal welfare performance*
- Two revised unit of competency:
 - *AMPMGT513 Manage transportation of meat, meat products and meat by-products*
 - *AMPMGT514 Develop, manage and maintain quality systems*
- Deletion of the following unit:
 - *AMPMGT503 Develop and assess a meat retailing business opportunity*

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* is supported by industry.

Support by IRC(s)

The Meat IRC is responsible for the *AMP Australian Meat Processing Training Package*. IRC members supported the recommendation to put forward the proposed training package products to the AISC for endorsement. 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 - face-to face, teleconferences with key industry stakeholders and SMEWG members
- emails and phone calls between SMEs and project team members
- presentations at Australian Meat Processor Corporation (AMPC) industry network meetings in each state between August 2019 and February 2020
- presentations at other meat industry events such as annual general meetings and a MINTRAC conference
- close involvement of the Department of Agriculture, Water and Environment (DAWE) Halal Consultative Committee
- IRC member communications with their industry networks
- Skills Impact emails and newsletters to state and territory training authorities (STAs/TTAs), vet regulators and other stakeholders
- MINTRAC emails and newsletters to meat industry employers, meat industry personnel at executive, manager, supervisor and operator level, peak industry organisations, VET and industry regulators as well as training providers and training personnel
- draft materials on Skills Impact website available for feedback.

Please refer to **Appendix 2: Industry support** for a list of activities conducted, 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 projects were presented on and discussed at the AMPC industry network meetings held in Brisbane QLD, Adelaide SA, Melbourne VIC, Bunbury WA, Launceston TAS, Campbelltown, Tamworth NSW, and Wagga Wagga NSW.
- 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 Brisbane QLD, Rockhampton QLD, Adelaide SA, Melbourne VIC, Wagga Wagga NSW, Perth WA, Launceston TAS, Campbelltown NSW and Tamworth NSW.
- An SMEWG was established for the project. These technical experts were consulted throughout the development process and again during public consultation and validation phases of the projects.
- In addition to the SMEs interested attendees at the MINTRAC and AMPC network meetings were asked to add their names to the consultation list for the project if they were interested in taking part in the consultation process once the drafts were available. These stakeholders were then emailed directly with a link to the Skills Impact website and instructions for providing feedback.

- Emails, Skills Impact and MINTRAC project alerts and the monthly MINTRACker newsletters were sent to state and territory training authorities (STAs), RTOs, meat industry companies – in particular their HR, training and quality assurance personnel.
- STAs were updated on a monthly basis regarding current projects through the Skills Impact newsletter that is distributed via the Training Package Support Officer and invited to attend AMPC meat industry network meetings. They are also registered to receive the MINTRACker newsletter which featured monthly updates about the AMP projects.
- Representatives from Western Australia, Victoria and Northern Territory STAs provided feedback on the project drafts. A representative from the Queensland STA spoke to a MINTRAC representative via telephone about the projects in late 2019. There was extensive consultation with representatives of the Victorian STA and one of the WA TCs by phone and email between July and October 2020 to discuss their feedback particularly in regard to the nesting issue.
- RTOs have attended the AMPC industry network meetings and MINTRAC Meat Inspection and Quality Assurance National Conference in October 2019. RTOs delivering the *Diploma and Advanced Diploma of Meat Processing and Diploma of Meat Processing (Meat Retailing)* qualifications were actively engaged in the consultation and validation processes, particularly the Diploma and Advanced Diploma project.
- Direct consultation including telephone calls and face-to-face meetings with stakeholders including:
 - meetings and phone calls with representatives from RTOs delivering qualifications impacted by the projects (particularly Response Learning and TAFE QLD).
- All RTOs who deliver AMP qualifications receive the MINTRAC monthly newsletter, the *MINTRACker*, which includes regular project updates.
- In February 2020 Skills impact delivered a series of presentations 'STA/TTA 2019/20 Project Updates' to all of the STAs.
- On 2 July 2020 MINTRAC delivered a presentation to TAFE NSW on the *AMP Australian Meat Processing Training Package* and the continuing Diploma and Advanced Diploma project.
- Phone and email consultation with representatives of the Victorian STA and one of the WA TCs between July and October 2020 to discuss their feedback particularly in regard to the nesting issue.
- Presentation at TAFE NSW on 28 October 2020 inviting input into the project.

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 6.0*, together with recommendations for delivery of qualifications as traineeships/apprenticeships.

Companion Volume Implementation Guide

The companion volume details information that covers key industry expectations about:

- qualifications suitable for vocational education and training delivered to secondary students
- qualifications suitable for delivery as apprenticeships or traineeships
- amount of training/volume of learning requirements to ensure that the individual can gain the necessary skills and knowledge
- key legislative requirements
- essential knowledge requirements.

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 6.0* for delivery as apprenticeship/traineeship associated with this project.

E. Implementation of the training package components

This section explains how the training package meets 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 change at any time.

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
- pest control and management
- duty of care to workers
- euthanising of animals
- local government regulations
- workplace health and safety requirements
- use of firearms
- waste handling and disposal
- environmental requirements
- Equal Employment Opportunities, anti-discrimination, meeting Fair Work requirements etc.

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 represent all the diversity of the Australian workforce, particularly considering the extensive numbers of recently arrived overseas workers in meat processing plants in particular. It is critical that this diversity can be accommodated in the implementation of training and assessment. Trainers and assessor need to be flexible and inclusive in their practices.

There is also a legal obligation for compliance with work health and safety legislation. Meat industry roles involve work health and safety risks including (but not limited to) using knives, working at heights, working with large and unpredictable animals, extensive manual handling activities, loud environments, low temperatures, using chemicals, and operating machinery. There is a WHS legal responsibility for training providers to be oriented and inducted into meat enterprises where they have students, follow and teach the specific WHS policies and procedures of that enterprise and are familiar with the WHS regulatory requirements of that state. The need to be aware of the specific risks at each site, especially those relevant to the enterprises they work in, and implement practices to ensure their own and learners' health, safety and well-being.

COVID-19 has been a major challenge to the industry in 2020 and impacted on training being conducted. The impact is likely to continue for some time and change the face of training and

assessment in the industry. Industry RTOs, trainers and assessors have been flexible about continuing training and assessment throughout the pandemic. RTOs have designated a single trainer and assessor to individual sites and they have not travelled to multiple sites. Training remotely has been expanded. Assessment has been conducted at enterprises under local supervision and videoed in real time with candidates meeting all assessment requirements. This flexibility and lessons learned during the pandemic can be applied to the delivery and assessment of the *Diploma and Advanced Diplomas of Meat Processing*.

The qualifications are strongly supported by the industry. The uptake has essentially been from existing workers in the industry supporting their career progression to management levels by undertaking the Diploma and/or Advanced Diploma qualifications. Assessment does include competency on the job but much of this can be accommodated by providing sufficient evidence remotely including third party referee, projects, workplace documentation evidence such as business plans, risk assessments etc. that the candidates have completed.

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 6.0* 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"> 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 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 Evidence that the training package components respond to Ministers' policy initiatives, in particular the CISC 2015 training package reforms Open and inclusive consultation and validation commensurate with scope and impact has been conducted |
| 2. Support portability of skills and competencies including reflecting licensing and regulatory requirements | <ul style="list-style-type: none"> Packaging rules, qualifications framework, and pathways support movement within and across sectors Identification of skill sets that respond to client needs Other national and international standards for skills are considered Solutions to incorporate licensing and regulatory requirements are brokered and there is clear evidence of support from licensing and industry regulatory bodies |
| 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"> Active engagement across industry has sought to achieve a national consensus about the advice being provided to the AISC. Best use is made of cross-industry and work and participation bank units of competency |
| 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"> Provide flexible qualifications that enable application in different contexts Pre-requisite units of competency are used only when required |
| 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"> 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 |
| 6. Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements | <ul style="list-style-type: none"> Industry advice about delivery is provided via a Companion Volume Implementation Guide ready for publication at the same time as the Training Package |

| | |
|--|---|
| | <ul style="list-style-type: none"> • Units of competency and their associated assessment requirements are clearly written and have consistent breadth and depth • Compliance with the TGA/National Register requirements for publication • Implementation advice is provided in a Companion Volume Implementation Guide that is ready for publication at the same time as the Training Package |
|--|---|

The declaration and statement of evidence is confirmed by the independent Quality Report which is provided in **Appendix 4: Quality Assurance Report**.

The *AMP Australian Meat Processing Training Package Companion Volume Implementation Guide Version 6.0* has 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:

- Removal of an obsolete qualification, the *AMP50115 Diploma of Meat Processing (Meat Retailing)* does not duplicate existing units of competency; the new units of competency created are specific to the needs of the meat industry and not able to be imported from other Training Packages. An extensive search for suitable existing units of competency was undertaken prior to the development of new units of competency, and wherever possible existing units were imported into qualifications.
- Removal of an obsolete unit of competency, *AMPMGT503 Develop and assess a meat retailing business opportunity* that has seen an imported unit *SIRXMGT005 Lead the development of business opportunities* as a more suitable unit for the meat industry.
- Meets industry's expectations of training delivery by making qualifications more responsive to the needs of industry by updating existing units, creating additional units of competency required by industry, including relevant imported units and updating the packaging rules to meet industry requirements.
- Improves the efficiency of the training system through the revision of existing units, addition of imported units and creation of units of competency that can be owned and used by multiple industry sectors. For example, the Diploma and Advanced Diploma have been updated to include two units of competency from the Cross-Sector Supply Chain Skills Project, *TLIX9986X Establish blockchain in supply chains* and *TLIX9983X Manage fundamental aspects of supply chains*

H. Evidence of completion

Skills Impact confirms that the proposed components of the *Australian Meat Processing Training Package Version 6.0* have been completed 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 Assurance 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 Summary** and **Training Package Modification History** provided in **Appendix 1 Components for endorsement** provide 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 IRC supports the submission of the training package components detailed in this Case for Endorsement.

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

Name of Chair:

Michael Bayer

Signature of Chair:



Date:

20/01/2021

Appendix 1: Components for endorsement

a. List of qualification titles and codes

| <i>Australian Meat Industry Training Package Version 6.0</i> Qualifications | |
|--|-------------------------------------|
| Code | Title |
| AMP50220 | Diploma of Meat Processing |
| AMP60120 | Advanced Diploma of Meat Processing |

b. List of unit titles and codes and associated assessment requirements

| <i>Australian Meat Processing Training Package Version 6.0</i> Units of competency | |
|---|---|
| Code | Title |
| AMPMGT511 | Manage feedlot facility |
| AMPMGT512 | Manage supply chain and enterprise animal welfare performance |
| AMPMGT513 | Manage transportation of meat, meat products and meat by-products |
| AMPMGT514 | Develop, manage and maintain quality systems |

c. Mapping information

Mapping of qualifications

| Mapping of qualifications between <i>Australian Meat Processing Training Package Versions 5.0 and 6.0</i> | | | |
|---|---|---|--------------------------|
| Code and title (Version 5.0) | Code and title (Version 6.0) | Comments | Equivalence statement |
| AMP50115 Diploma of Meat Processing (Meat Retailing) Release 2 | AMP50221 Diploma of Meat Processing | Redesigned qualification that includes content from two existing qualifications. Qualification description, entry requirements, packaging rules and elective units updated. | Not equivalent |
| AMP50215 Diploma of Meat Processing Release 3 | | Redesigned qualification that includes content from two existing qualifications. Qualification description, entry requirements, packaging rules and elective units updated. | Not equivalent |
| AMP60115 Advanced Diploma of Meat Processing Release 4 | AMP60121 Advanced Diploma of Meat Processing | Description, packaging rules, entry requirements and elective units revised. | Not equivalent |

Mapping of units of competency

**Mapping of units of competency between
Australian Meat Processing Training Package Versions 5.0 and 6.0.**

| Code and title (Version 5.0) | Code and title (Version 6.0) | Comments | Equivalence statement |
|---|---|---|----------------------------------|
| Not applicable | AMPMGT511 Manage feedlot facility | Unit has been created to address an emerging skill required by industry | Newly created |
| Not applicable | AMPMGT512 Manage supply chain and enterprise animal welfare performance | Unit has been created to address an emerging skill required by industry | Newly created |
| AMPMGT503 Develop and assess a meat retailing business opportunity | Not applicable | This unit has been identified as a duplicate | Deleted |
| AMPMGT504 Develop, manage and maintain quality systems | AMPMGT514 Develop, manage and maintain quality systems | Minor wording change in application, correction of typographical errors, performance evidence and assessment conditions updated | Not equivalent |
| AMPMGT510 Manage transportation of meat, meat products and meat by-products | AMPMGT513 Manage transportation of meat, meat products and meat by-products | New PC added to Element 5, element, performance criteria, performance evidence and assessment conditions updated | Not equivalent |

d. Credit arrangements

**Credit arrangements for
Australian Meat Processing training Package Version 6.0**

| Qualification Code | Qualification Title | Credit Arrangement Details |
|---------------------------|-------------------------------------|---|
| AMP50221 | Diploma of Meat Processing | At the time of endorsement of this training package, no national credit arrangements exist. |
| AMP60121 | Advanced Diploma of Meat Processing | At the time of endorsement of this training package, no national credit arrangements exist. |

Appendix 2: Industry support

Consultation activities

A range of strategies were used for consultation with stakeholders during development of the AMP Australian Meat Processing Training Package Version 6.0.

Consultation activities included:

- Project page on the Skills Impact website - throughout project lifecycles:
 - [Diploma and Advanced Diploma in Meat Processing Project](#)
- News articles and stories in Skills Impact newsletters and other external publications – throughout project
- Email broadcasts inviting stakeholders to be involved in the projects – throughout project
- A Diploma/Advanced Diploma of Meat Processing feedback questionnaire sent to subject matter experts and key stakeholders in August 2019
- SME Working group communication – throughout project
- Site visits and face-to-face meetings – throughout project
- Consultation draft 1 – feedback hub, face-to-face workshops, email – 14 October to 18 November 2019
- Additional draft consultation – Diploma and Advanced Diploma project emails and telephone 2 February – 9 March 2020
- Validation survey and validation meetings – 4 December 2019 – 9 March 2020
- Additional draft consultation 7 – 27 July 2020
- Additional validation October 2020

Stakeholders engaged during the project are described in the matrix below, with a full list of all engaged stakeholders available below.

Diploma and Advanced Diploma in Meat Processing Project

| | ACT | NSW | NT | Qld | SA | Tas | Vic | WA | National |
|---|-----|-----|----|-----|----|-----|-----|----|----------|
| Industry (employer / employee) | | | | | | | | | |
| Industry association | | | | | | | | | |
| Union | | | | | | | | | |
| Registered Training Organisation (RTO) | | | | | | | | | |
| Government department | | | | | | | | | |

* Note: Feedback received from a national industry association and an Industry Training Advisory Body confirmed few to no relevant stakeholders in the Northern Territory.

* Note: There are few stakeholders in the ACT, although National Industry Bodies were consulted.

Project page on the Skills Impact website

A project page was set up on the Skills Impact website at the start of the project with information about the project together with progress updates. The project page remained on the website throughout the project. Visitors were invited to register their interest to receive email alerts about the project including notification and registration for public consultation workshops and opportunities to provide feedback on draft materials.

Diploma and Advanced Diploma in Meat Processing Project -

<https://www.skillsimpact.com.au/meat/training-package-projects/diploma-advanced-diploma-in-meat-processing-project/>

Publications

As part of communication activities to inform stakeholders of the project's progress and opportunities for input and feedback, news articles, social media posts and newsletters were published. Skills Impact newsletters and website news articles were published on the Skills Impact website and distributed to the database of subscribers. External publications were distributed to the relevant publisher's subscriber lists.

Skills Impact newsletters and website news articles

Distributed to the Skills Impact database of subscribers.

- Other Projects Starting Soon, 24 July 2019
- Feedback Sought on Meat Industry Skills Standards, 14 October 2019
- Help Shape the Skills Standards for Your Sector, 24 October 2019
- Final Draft Skill Standards Available for Validation, 12 December 2019
- Feedback on Additional Changes Diploma & Advanced Diploma in Meat Processing 8 July 2020
- News alert October 2020

In addition to these publications, an *Update on Skills Impact Projects* Newsletter was distributed to State and Territory Training Authorities, Industry Training Advisory Boards and Councils, Victorian Curriculum Maintenance Managers and TAFE NSW Industry Liaison people each month, providing updates on all Skills Impact projects, including the *Diploma and Advanced Diploma in Meat Processing* project.

External publications

- Food Fibre and Timber Industries Training Council Newsletter - Skills Impact Projects Underway: Training Qualifications reviews for the Agriculture and Food Sectors – 3 August 2019
- Email broadcast to MINTRAC stakeholders, invitation to be involved in the training package projects, 22 August
- Skills@Work Newsletter – 'New Meat Industry Projects' – September 2019
- *MINTRACker* newsletter – Training Package Projects Update – September 2019
- *MINTRACker* newsletter – Training Package Projects Update – October 2019
- Email broadcast to MINTRAC stakeholders, notification of drafts available for consultation, 14 October 2019
- *MINTRACker* newsletter – Training Package Projects Update – November 2019
- Email broadcast to MINTRAC stakeholders, notification of drafts available for validation, 4 December 2019
- *MINTRACker* newsletter – Training Package Projects Update – January 2020
- Email broadcast to MINTRAC stakeholders reminding them about the validation period for the training package projects, 13 January 2020
- MINTRAC Poultry Processing Update – 20 January 2020 – email broadcast to poultry processing stakeholders
- *MINTRACker* newsletter – Training Package Projects Update – February, April, May, June, September and October 2020

Subject Matter Expert Working Group: Diploma and Advanced Diploma in Meat Processing Project

This group was comprised of known industry experts who were contacted directly to be part of the group, as well as people who were informed of the project through email broadcasts and newsletters and wanted to take part as a subject matter expert. In addition, a registration sheet was circulated at the state AMPC meat industry Network meetings held between August and November 2019 where participants could nominate themselves as a subject matter expert or register to be kept informed on the general progress of the project.

| Name | Organisation | Position | Organisation Type / Size | State |
|-----------------|---------------------------|---------------------------------|---------------------------------|--------------|
| Glen Eckhardt | TAFE QLD | Diploma trainer | RTO | QLD |
| Emily Coutts | Oakey Beef Exports | Manager | Beef processor | QLD |
| Ciara McDonnell | CSIRO | Researcher | R&D | |
| Amanda Carter | AMPC | Program Manager | Industry organisation | NSW |
| Jeff Bradbury | Response | Diploma trainer | RTO | QLD |
| Peter Gibbs | Big Meats | Manager | Beef processor | QLD |
| Jane Gaffel | The Ecoefficiency group | Researcher | R&D | QLD |
| Andrew Moore | Response | Diploma trainer | RTO | QLD |
| Rodney Sims | Charles Darwin University | Trainer | RTO | NT |
| Brett Scoble | Greenham Gippsland | Plant Manager | Meat processor | VIC |
| Natasha Wing | Natasha Wing Consulting | Consultant and industry auditor | Consultant | NSW |

Consultation Draft Feedback Contributors – July 2019 – December 2019

| Name | Organisation | Position | Organisation Type / Size | State |
|-------------------|---------------------|------------------------|------------------------------------|--------------|
| Clive Richardson | MINTRAC | Senior Project Officer | Advisory body | National |
| Sandra Trevithick | Bindaree Beef | Training Manager | Beef processing and enterprise RTO | NSW |
| Mark Rickard | TAFE QLD | Trainer | RTO | QLD |
| Gordon Levett | FSA | Trainer | RTO | QLD |

| Name | Organisation | Position | Organisation Type / Size | State |
|--------------|---------------------------|------------------|-----------------------------------|-------|
| Albert Poini | Wingham Beef Exports | Training Manager | Beef processor and enterprise RTO | NSW |
| Rodney Sims | Charles Darwin University | Trainer | RTO | NT |
| Natasha Wing | Natasha Wing Consulting | Not provided | Consultant | NSW |

Validation Draft Feedback Contributors – December 2019 – March 2020

| Name | Organisation | Position | Organisation Type / Size | State |
|-------------------|--|--|--------------------------|----------|
| Nelson Brown | Department of Trade, Business and Innovation Northern Territory Government of Australia | Policy Officer: Strategic Policy and Data Analytics | STA | NT |
| Michael Bayer | Big River Pork Pty Ltd | Quality Systems Manager | Pork processor | SA |
| Sam Nicolosi | QMI Solutions | Workforce Skills Development (Manufacturing & Engineering) | ITAB | QLD |
| Julie Fiedler | Horses SA | Executive Officer | Industry organisation | SA |
| Paul Saunders | Curriculum Maintenance Management Service General Manufacturing | Executive Officer | RTO | VIC |
| Clive Richardson, | MINTRAC | Senior Project Officer | Advisory body | National |
| Mark Rickard, | TAFE QLD | Trainer | RTO | QLD |
| Glen Eckhardt, | TAFE QLD | Trainer | RTO | QLD |
| Brett Scoble | HW Greenham, Moe | Plant Manager | Meat processor | Vic |
| Andrew Moore | Response Learning | Trainer | RTO | |

| Name | Organisation | Position | Organisation Type / Size | State |
|-------------------|--|--|--------------------------|----------|
| Christian Mulders | ALFA | CEO | Industry organisation | National |
| Frances Parnell | Department of Training and Workforce Development | Manager, Training Curriculum Services State Workforce Planning | STA | WA |

Validation Meeting Participants

| Name | Organisation | Position | Organisation Type / Size | State |
|---------------|-------------------------|---------------------------------|--------------------------|-------|
| Glen Eckhardt | TAFE QLD | Diploma trainer | RTO | QLD |
| Andrew Moore | Response | Diploma trainer | RTO | QLD |
| Brett Scoble | Greenham Gippsland | Plant Manager | Meat processor | VIC |
| Natasha Wing | Natasha Wing Consulting | Consultant and industry auditor | Consultant | NSW |
| Mark Rickard | TAFE Qld | Trainer | RTO | QLD |

Other Participants – stakeholders who registered to be kept informed of the progress of the projects

These stakeholders registered their interest in one or more projects at the AMPC Industry Network Meetings or by contacting project team members. They were emailed project updates on an ongoing basis throughout the projects.

| Name | Organisation | Position | Organisation Type / Size | State |
|----------------|--------------|-----------------|--------------------------|-------|
| Peter Talbot | AMIC Qld | Program Manager | Industry organisation | QLD |
| Gary Alcock | NCMC | Manager | Meat processor | NSW |
| Mark Jolley | NCMC | Manager | Meat processor | NSW |
| Sharon Denning | TAFE QLD | Trainer | RTO | QLD |
| Mark Rickard | TAFE Qld | Trainer | RTO | QLD |
| Amanda Carter | AMPC | Program Manager | Industry Association | NSW |
| Terry Yuke | Response | Trainer | RTO | QLD |
| Peter Gibbs | Big Meats | Manager | Meat processor | QLD |

| Name | Organisation | Position | Organisation Type / Size | State |
|-----------------|---|--------------------|-----------------------------------|----------|
| Debbie Hardke | JBS Australia | Training Manager | Meat processor and enterprise RTO | QLD |
| Jodi Stover | JBS Australia | Training Manager | Meat processor and enterprise RTO | QLD |
| Gordon Levett | FS Alliance | Trainer | RTO | QLD |
| Jane Gaffel | The Ecoefficiency group | Director | Consultancy | QLD |
| Adrian Prior | Eversons Foods | QA Manager | Meat processor | NSW |
| Ross Brown | CHM Alliance Pty Ltd | Manager | Enterprise RTO, pork industry | QLD |
| Paul Saunders | Curriculum Maintenance Management Service | Executive Officer | RTO | VIC |
| Allison Crawley | Biosecurity SA | Veterinary Officer | Regulator | SA |
| Peter Torley | RMIT | Researcher | University | Vic |
| Mandeep Kaur | RMIT | Researcher | University | Vic |
| Albert Poini | Wingham Beef Exports | Training Manager | Meat processor and enterprise RTO | NSW |
| Stacey Malcolm | JBS Bordertown | QA Manager | Meat processor and enterprise RTO | SA |
| Emily Coutts | Oakey Beef Exports | Manager | Beef processor | QLD |
| Steven Shaw | Hillside Meat Processors | Manager | Meat processor | WA |
| Ciara McDonnell | CSIRO | Researcher | R&D | National |
| Jeff Bradbury | Response | Trainer | RTO | QLD |
| Ryan Crowley | Response Learning | Trainer | RTO | Vic |

Other face-to-face consultation activities

In addition to regular email and telephone contact with relevant stakeholders and Subject Matter Experts, the following face-to-face consultation activities have taken place as part of this project.

AMPC Industry Network Meeting, Brisbane Queensland 7 August 2019

| Name | Organisation | Position | Organisation Type / Size | State |
|--------------------|--|----------------------------------|---------------------------------|--------------|
| Amelia Simony | Teys Australia | Environment Manager | Meat processor | QLD |
| Peter Gibbs | Big Meats | Plant Manager | Beef processor | QLD |
| Jeff Bradbury | Response Learning | Trainer | RTO | QLD |
| Jenny Kroonstuiver | MINTRAC | CEO | Advisory body | National |
| Gary Alcock | Northern Cooperative Meat Company (NCMC) | Manager | Meat processor | NSW |
| Michael Bellstedt | Minus 40 | Managing Director | Consultant | QLD |
| Wendy Young | TAFE QLD | Trainer | RTO | QLD |
| Sharon Denning | TAFE QLD | Trainer | RTO | QLD |
| Sheldon Becker | TAFE QLD | Trainer | RTO | QLD |
| Mark Rickard | TAFE QLD | Trainer | RTO | QLD |
| Paul Keating | TAFE QLD | Trainer | RTO | QLD |
| April Strand | Oakey Beef Exports | Not provided | Beef processor | QLD |
| Grant Melrose | John Dee Warwick | Manager | Meat processor | QLD |
| Scott Clarke | TAFE QLD | Trainer | RTO | QLD |
| Christina McNally | JBS Australia | Environmental Compliance Manager | Meat processor | National |
| Gerard Nolan | Nolan Meats | Manager | Meat processor | QLD |

| Name | Organisation | Position | Organisation Type / Size | State |
|-------------------|--|---|--------------------------|----------|
| Lisa van den Berg | QUT | Researcher | University | QLD |
| Mark Jolley | Northern Cooperative Meat Company (NCMC) | Maintenance Manager | Meat processor | NSW |
| Debbie Hardke | JBS Australia | Training Manager | Meat processor | National |
| Dan Smith | Northern Cooperative Meat Company (NCMC) | Group HR Manager | Meat processor | NSW |
| Clive Richardson | MINTRAC | Senior Project Officer | Advisory body | National |
| Ciara McDonnell | CSIRO | Scientist | R&D company | QLD |
| Benjamin McDonald | Northern Cooperative Meat Company (NCMC) | Not provided | Meat processor | NSW |
| Jodi Stover | JBS Australia | Training Manager | Meat processor | National |
| Michael Lang | JBS Australia | Sustainability and Reliability officer Northern | Meat processor | National |
| Matt Deegan | AMPC | Program Manager | Industry body | National |
| Gordon Levett | FSA | Trainer | RTO | QLD |
| John Hart | John Dee Warwick | Owner | Meat processor | QLD |
| Jane Gaffel | The Ecoefficiency Group | Director | Consultant | QLD |
| Dave Clapham | Swickers Kingaroy | Manager | Beef Processor | QLD |
| Emily Coutts | Oakey Beef Exports | Manager | Beef processor | QLD |
| Amanda Carter | AMPC | Program Manager | Industry organisation | National |
| Kate McHugh | AMPC | Program Manager | Industry organisation | National |
| Chris Taylor | AMPC | CEO | Industry organisation | National |

| Name | Organisation | Position | Organisation Type / Size | State |
|--------------------|---|--|--------------------------|----------|
| James Murray | Work Healthy Australia | CEO | Consultant | Vic |
| Sam Allan | Department of Agriculture, water and Environment (DAWE) | Field Operations Manager, South East Region, Export Meat Program | Regulator | QLD |
| Catherine Chadwick | AMIST Super | Manager | Industry Super Fund | National |
| Louisa Cass | The Palladium Group | Director | Consultant | National |
| Christian Ruberg | MLA | Innovation Program Manager - Supply Chain Tech | Industry organisation | National |
| Stephan Tait | University of Queensland | Researcher | University | QLD |
| Max Barnes | All Energy | Process Engineer | Consultant | QLD |
| Anthea Brazel | DEBST | A/ Manager, Industry Engagement | STA | QLD |
| Sam Nicolosi | QMI Solutions | Manager | ITAB | QLD |
| Jay McGrath | AEGIS | Manager | Consultant | VIC |
| Megan Langlands | AMPC | Not provided | Industry organisation | NSW |
| Richard Aplin | Strategic Engineering | Owner | Consultant | NSW |
| Peter Talbot | AMIC | Manager | Industry organisation | QLD |
| Terry Yuke | Response Learning | Trainer | RTO | QLD |

AMPC Industry Network Meeting, Adelaide South Australia, 28 August 2019

| Name | Organisation | Position | Organisation Type / Size | State |
|-----------------|----------------------|------------------------|--------------------------|-------|
| Mark Harrison | QUT | Senior Research Fellow | University | QLD |
| Glenn Southward | HW Greenham and Sons | Group HR Manager | Meat processor | Vic |

| Name | Organisation | Position | Organisation Type / Size | State |
|-------------------|----------------------------|---------------------------|--------------------------|----------|
| Justin Tomalin | Thomas Foods International | QA Manager | Sheep processor | SA |
| Morna Young | Thomas Foods International | Group HR Manager | Sheep processor | SA |
| Nancy Crawshaw | Teys Australia | QA Manager | Meat processor | SA |
| Nicholas Hole | TAFE SA | Lecturer | RTO | SA |
| Steve Friend | TAFE SA | Lecturer | RTO | SA |
| Jessica Jolley | SARDI | Senior Research Scientist | R&D | SA |
| Stephen Hull | JBS Australia | Plant Engineer | Meat processor | SA |
| Wil Escabache | TPL Meats | General Manager | Meat processor | SA |
| Grant List | TPL Meats | Plant Manager | Meat processor | SA |
| Kris Virtudes | TPL Meats | QA Manager | Meat processor | SA |
| Nancy Crawshaw | Teys Australia | QA Graduate | Meat processor | SA |
| Clive Richardson | MINTRAC | Senior Project Officer | Advisory body | National |
| Sharon Fitzgerald | MINTRAC | Senior Project Officer | Advisory body | National |
| Tania Minehan | MINTRAC | Project Officer | Advisory body | National |
| Chris Taylor | AMPC | CEO | Industry organisation | National |
| Amanda Carter | AMPC | Program Manager | Industry organisation | National |
| Jonny Vu | AMPC | Program Manager | Industry organisation | National |
| Matt Deegan | AMPC | Program Manager | Industry organisation | National |

AMPC Industry Network Meeting, Melbourne Victoria, 18 September 2019

| Name | Organisation | Position | Organisation Type / Size | State |
|-----------------------|---|--------------------------------|--------------------------|----------|
| Peter Torley | RMIT University | Associate Professor | University | VIC |
| Mandeep Kaur | RMIT University | Researcher | University | VIC |
| Tracy Diss | Wagstaff Cranbourne Pty Ltd | Animal Welfare Officer | Meat processor | VIC |
| Rodrigo Garcia-Mulder | Monash University | Researcher and Student | University | VIC |
| Daniel Malkinson | Monash University | Researcher and Student | University | VIC |
| Stacey McKenna | AMIC | Manager - Programs and Systems | Industry organisation | National |
| Jodie Hummerston | Jodie Hummerston Literacy Solutions | Literacy Specialist | Consultant | NSW |
| Ryan Cowley | Response Learning | Program Leader | RTO | VIC |
| Jenny Kroonstuiver | MINTRAC | CEO | Advisory body | National |
| Bradley Sherritt | The Game Meats Company of Australia Pty Ltd | QA Manager | Game meat processor | VIC |
| Mark Garrard | Response Learning Victoria | Industry Trainer | RTO | VIC |
| Elizabeth Wilcock | Food and Veterinary Services Pty Ltd | Food and Veterinary Consultant | Consultant | VIC |
| Belinda Curby | Food and Veterinary Services Pty Ltd | Food and Veterinary Consultant | Consultant | VIC |
| Abhi Satish | H. W. Greenham and Sons Pty Ltd | Laboratory Manager | Meat processor | VIC |
| Tony Beadle | Midfield Meat International | QA Manager | Meat processor | VIC |
| Peter Dabnichki | RMIT | Academic | University | VIC |

| Name | Organisation | Position | Organisation Type / Size | State |
|----------------|-------------------|----------------------|--------------------------|-------|
| Ben Thomas | South West TAFE | Training coordinator | RTO | VIC |
| Michael Grogan | FGM Consultants | Managing Director | RTO | VIC |
| Scott Robinson | Response Learning | Trainer | RTO | VIC |

Meeting with Australian Pork Limited, 20 September 2019

| Name | Organisation | Position | Organisation Type / Size | State |
|------------------|-------------------------|--|-----------------------------|----------|
| Dr. Vaibhav Gole | Australian Pork Limited | Manager, Integrity Systems and Capability, Research and Innovation | Rural industry service body | National |

AMPC Industry Network Meeting, Bunbury Western Australia, 16 October 2019

| Name | Organisation | Position | Organisation Type / Size | State |
|----------------------|--------------------------------|------------------------------|--------------------------|----------|
| Cam Ferris | Hillside Abattoirs | General Manager | Meat processor | WA |
| Graeme Watson | V&V Walsh | Manager | Meat processor | WA |
| Fiona Anderson | Murdoch University | Researcher | University | WA |
| Rhys Devitt | V&V Walsh | Not provided | Meat processor | WA |
| Colby Davis | Dardanup Butchering Company | HR Manager | Meat processor | WA |
| Peter Gill | Fletcher international Exports | Manager | Sheep processor | WA |
| Jenny Kroonstuiver | MINTRAC | CEO | Advisory body | National |
| Carl Duncan | Smart Business Hub | Director | Consultant | QLD |
| Long Hunyh | Meat and Livestock Australia | Program Manager | Industry organisation | National |
| Lisa Taylor-Phillips | Apprenticeship Community | Industry Training Consultant | AASN | WA |

| Name | Organisation | Position | Organisation Type / Size | State |
|----------------|------------------------------|---|--------------------------|-------|
| Adele Martin | Harvey Beef | Not provided | Beef processor | WA |
| Marc Chambers | WAMMCO | QA Manager | Sheep processor | WA |
| Gary Dykes | Curtin University | Researcher | University | WA |
| Joanne Watts | Training solutions Australia | Manager | RTO | WA |
| William Newell | Western Meat Packers Group | Group Manager, Human Resources & Safety | Meat processor | WA |
| Crystal Potter | Dardanup Butchering Company | HR Manager | Meat processor | WA |
| Alan Ranger | Dardanup Butchering Company | QA Manager | Meat processor | WA |
| Charlie McCann | Avon Valley Beef | Manager | Beef processor | WA |
| Gareth Forde | All Energy | Researcher | Consultant | QLD |
| Ralph Capone | Harvey Beef | Technical Manager | Beef processor | WA |

MINTRAC Meat Inspection and Quality Assurance Conference, Surfers Paradise Queensland, 23 and 24 October 2019

There were 138 delegates from the meat industry at this conference. A full delegate list is available from MINTRAC. MINTRAC presented on the training package projects and circulated a form which participants could complete and return to MINTRAC if they were interested in contributing to the projects.

AMPC Industry Network Meeting, Launceston Tasmania, 7 November 2019

| Name | Organisation | Position | Organisation Type / Size | State |
|--------------|-------------------|-------------------|--------------------------|-------|
| Robert Cox | Greenham Tasmania | Plant Manager | Meat processor | Tas |
| Gavin Coombe | Greenham Tasmania | Livestock Manager | Meat processor | Tas |
| Aiden Coombe | Greenham Tasmania | Livestock Buyer | Meat processor | Tas |
| Darren Scott | Tas TAFE | Trainer | RTO | Tas |

| Name | Organisation | Position | Organisation Type / Size | State |
|--------------------|------------------|----------|--------------------------|----------|
| Heath Ransley | Tas TAFE | Trainer | RTO | Tas |
| Neville Price | Tas TAFE | Trainer | RTO | Tas |
| Jenny Kroonstuiwer | MINTRAC | CEO | Advisory body | National |
| Bec Lynd | Huon Valley Meat | CEO | Meat processor | Tas |

Site visit to JBS Australia Bordertown, South Australia, 6 and 7 November 2019

| Name | Organisation | Position | Organisation Type / Size | State |
|-----------------|---------------|------------------|--------------------------|-------|
| Stacey Malcolm | JBS Australia | QA Manager | Sheep processing plant | SA |
| Paula Whitbread | JBS Australia | Training Manager | Sheep processing plant | SA |

AMPC Industry Network Meeting, Campbelltown New South Wales, 12 November 2019

| Name | Organisation | Position | Organisation Type / Size | State |
|-------------------|-----------------------|--|--------------------------|----------|
| Cameron Clark | Sydney University | Researcher | University | NSW |
| Sabrina Lomax | Sydney University | Researcher | University | NSW |
| Sharon Fitzgerald | MINTRAC | Senior Project Officer | Advisory body | National |
| Christian Ruberg | MLA | Innovation Program Manager - Supply Chain Tech | Industry organisation | National |
| Kate Christensen | Response Learning | Trainer | RTO | NSW |
| Alex Annand | Alexander Downs | Not provided | Meat processor | NSW |
| Lee Jones | Alexander Downs | Training Manager | Meat processor | NSW |
| Long Huynh | MLA | Program Manager | Industry organisation | National |
| Gary Bryant | Cowra Meat Processors | QA Manager | Meat processor | NSW |

| Name | Organisation | Position | Organisation Type / Size | State |
|-------------------|--------------------------------------|------------------------------------|--------------------------|----------|
| Peter Browne | Cowra Meat Processors | General Manager | Meat processor | NSW |
| Adel Al-Jumaily | UTS | Associate Professor | University | NSW |
| Paige Mazoudier | MINTRAC | Cadet Project Officer | Advisory body | National |
| Dr Melanie Smith | Sydney University | Postdoctoral Research Associate | University | NSW |
| Mark Mackie | NSW DPI | Manager Regulatory Operations Unit | Regulator | NSW |
| Behrad Shojaei | Picton Meatworx | Meat Safety Inspector | Meat processor | NSW |
| Lynne Crawford | MINTRAC | Project Officer | Advisory body | National |
| Steve Fleming | AMIST Super | National Manager Client Services | Industry super fund | National |
| Elizabeth Wilcock | Food and Veterinary Services Pty Ltd | Food and Veterinary Consultant | Consultant | Vic |
| Dr Li | UTS | Associate Professor | University | NSW |

AMPC Industry Network Meeting, Tamworth New South Wales, 13 November 2019

| Name | Organisation | Position | Organisation Type / Size | State |
|-------------------|--|------------------------|-----------------------------------|----------|
| Chris Calear | Northern Cooperative Meat Company (NCMC) | Training Coordinator | Meat processor | NSW |
| Sharon Fitzgerald | MINTRAC | Senior Project Officer | Advisory body | National |
| Sandra Trevithick | Bindaree Beef | Training Manager | Meat processor and Enterprise RTO | NSW |
| Michael Toovey | Fletcher International Exports | Maintenance Manager | Meat processor and Enterprise RTO | NSW |

| Name | Organisation | Position | Organisation Type / Size | State |
|-------------------|---|---------------------------------------|-----------------------------------|----------|
| Gabrielle Ryan | Fletcher International Exports | Efficiency & Data Correlation Manager | Meat processor and Enterprise RTO | NSW |
| Alan Schembri | B.E. Campbell | Chief HR Officer | Meat processor and Enterprise RTO | NSW |
| Danna Stephens | Bindaree Beef | Operational HR & Technical leader | Meat processor and Enterprise RTO | NSW |
| Albert Poini | Wingham Beef Exports Pty Ltd | Training Coordinator | Meat processor and Enterprise RTO | NSW |
| Natasha Wing | Natasha Wing - Auditing and Consultancy | Owner | Consultant | NSW |
| Robert Munn | Thomas Foods Tamworth | QA Manager | Meat processor | NSW |
| Justine Young | AMIST Super | Client Service Manager - NSW | Industry super fund | National |
| Gareth Forde | All Energy Pty Ltd | Principal Engineer | Consultant | QLD |
| Michael Bellstedt | Minus40 | Director | Consultant | |
| Mal Collier | Teys Tamworth | Training Manager | Meat processor | NSW |
| Jodie Hummerston | Jodie Hummerston Literacy Solutions | Literacy Specialist | Consultant | NSW |
| Robert Battle | Teys Australia | Environmental Render Manager | Meat processor | NSW |
| Evie Murdoch | KPMG | Manager Food and Agribusiness | Consultancy | NSW |
| Georgie Aley | KPMG | Director Food and Agribusiness | Consultancy | NSW |
| Jordana Schutt | Teys Australia Tamworth | QA Manager | Meat processor | NSW |
| Maddy Herbert | Fletcher International Exports Pty Ltd | HR & Workers Compensation Manager | Meat processor and Enterprise RTO | NSW |
| Richard Aplin | Strategic Engineering Pty Ltd | Owner | Consultant | NSW |

AMPC Industry Network Meeting, Wagga Wagga New South Wales, 18 February 2020

| Name | Organisation | Position | Organisation Type / Size | State |
|-------------------|--------------------------|---------------------------------|-----------------------------------|--------------|
| Steph Fowler | NSW DPI | Research Scientist Meat Science | Regulator | NSW |
| Michelle Henry | Gundagai Meat Processors | Client Research Advisor | Meat processor | NSW |
| Saroja Gurozada | TAFE NSW | Product Manager | RTO | NSW |
| Molly Greentree | Teys Australia | QA officer | Meat processor | NSW |
| Mick Crouch | MINTRAC | CEO | Advisory body | National |
| R Nonis | Monbeef | QA Manager | Beef processor | NSW |
| R Chirumalle | JBS Australia | Plant Engineer | Meat processor | NSW |
| Darren Byrne | JBS Australia | QA Manager | Meat processor | NSW |
| Marika Miller | Gundagai Meat Processors | HR Manager | Meat processor | NSW |
| Jeff O'Malley | Response Learning | Trainer | RTO | NSW |
| Lani Houston | TAFE NSW | Industry relations Manager | RTO | NSW |
| Keystan Ting | UNSW | Research Associate | University | NSW |
| Bridgette Logan | NSW DPI/CSU | PhD Student | Regulator | NSW |
| Sharon Fitzgerald | MINTRAC | Senior Project Officer | Advisory body | National |
| James Taylor | BE Campbell | General Manager Engineering | Enterprise RTO and meat processor | NSW |
| Daniel Hawkins | Strategic engineering | Senior Project Engineer | Consultant | NSW |
| Arul Thilikan | DAWE | Area Technical Manager | Regulator | NSW |
| Laurie Tobin | Rivalea | QA Manager | Pork processor | NSW |
| Les Moorehead | Hilltop Meats | Maintenance Manager | Meat processor | NSW |
| Emily Saker | Teys Australia | QA Manager Value Add | Meat processor | NSW |
| Ben Holman | NSW DPI | Scientist | Regulator | NSW |

| Name | Organisation | Position | Organisation Type / Size | State |
|-------------------|--------------------------------|---------------------|-----------------------------------|----------|
| Ian Jenson | MLA | Program Manager | Industry organisation | National |
| Bing Wang | CSU | Professor | University | NSW |
| Marita Johan | CSU | Postdoctoral Fellow | University | NSW |
| S Tampley | Tablelands Premier Meats | CEO | Meat processor | NSW |
| Dorothy Tamplin | Tablelands Premier Meats | Co-owner | Meat processor | NSW |
| Darren Reynoldson | Teys Australia | Training Manager | Meat processor | NSW |
| Graham Thornton | Fletcher International Exports | Compliance Manager | Meat processor and enterprise RTO | NSW |
| Elizabeth Harris | JBS Australia | HR Manager | Meat processor | NSW |
| David Conliffe | Southern Meats | QA Manager | Meat processor | NSW |

AMPC Industry Network Meeting, Melbourne Victoria, 26 February 2020

| Name | Organisation | Position | Organisation Type / Size | State |
|-----------------|---|---------------------|--------------------------|-------|
| Glenn Southward | HW Greenham and Sons | Group HR Manager | Meat processor | Vic |
| Alistair Baker | HW Greenham and Sons | Group QA Manager | Meat processor | Vic |
| Paul Saunders | Victorian Curriculum Management Service | Executive Officer | Advisory body | Vic |
| Ken Tierney | Wagstaff Cranbourne | OHS/RTW Coordinator | Meat processor | Vic |
| Margo Sullivan | Head Stockman | Cave Creek Station | | Vic |
| Helen Grieve | Greenham Gippsland | QA Manager | Meat processor | Vic |
| Marc Bullen | Hardwicks Meat Works | HR Manager | Meat processor | Vic |

| Name | Organisation | Position | Organisation Type / Size | State |
|-------------------|--------------------------|-----------------------------------|--------------------------|----------|
| Stacey McKenna | AMIC | Manager | Industry Organisation | National |
| Ian Jenson | MLA | Program Manager | Industry Organisation | National |
| Barry Boyle | Westside Meats Australia | QA Manager | Meat processor | Vic |
| Akila Illukwatta | Westside Meats Australia | HR Manager | Meat processor | Vic |
| Mark Garrad | Response Learning | Trainer | RTO | Vic |
| Ryan Cowley | Response Learning | Trainer | RTO | Vic |
| Frankie Owen | Response Learning | Trainer | RTO | Vic |
| Michelle Cranston | G & K O'Connor Pty Ltd | HR/QA Manager | Meat processor | Vic |
| Michael Robinson | JBS Australia | Environmental Compliance Manager | Meat processor | Vic |
| Quentin Xu | JBS Australia | Environmental Officer | Meat processor | Vic |
| Neville Fiegert | JBS Australia | Environmental Document Controller | Meat processor | Vic |

Feedback on consultation 7 – 27 July 2020

| Name | Organisation | Position | Organisation Type / Size | State |
|----------------|---|-------------------|--------------------------|-------|
| Paul Saunders | Chisholm TAFE Victorian Curriculum Management Service | Executive Officer | on behalf Vic STA | Vic |
| Paul Etheredge | FFITC | Projects Manager | ITC | WA |
| Not provided | Response Learning | Not provided | RTO | Qld |

SMEs emailed on drafts in response to feedback 17 Sept 2020

| Name | Organisation | Position | Organisation Type / Size | State |
|---------------|-------------------|------------------------------|--------------------------|-------|
| Brett Scoble | Greenhams | Operations Manager | Meat processor | Vic |
| Grant Melrose | John Dee | Co-Products Sales | Meat processor | Qld |
| Mark Rickard | TAFE Qld | Teacher | RTO | Qld |
| Andrew Moore | Response Learning | Director - Senior Consultant | RTO | Qld |

Feedback on drafts in additional validation round October 2020

| Name | Organisation | Position | Organisation Type / Size | State |
|---------------|---|------------------------|---------------------------------|--------------|
| Paul Saunders | Chisholm TAFE Victorian Curriculum Management Service | Executive Officer | on behalf Vic STA | Vic |
| Lucinda Pita | Department of Training and Workforce Development | Senior Program Officer | WA STA | WA |

Appendix 3: Minor updates

The Meat IRC approved the following changes as a minor update. These components have not been submitted for endorsement but will be released as part of the *Australian Meat Processing Training Package Version 6.0*.

Mapping of units of competency

| Mapping of units of competency between AMP Australian Meat Processing Training Package Versions 5.0 and 6.0. | | | |
|---|--|--|----------------------------------|
| Code and title (Version 5.0) | Code and title (Version 6.0) | Comments | Equivalence statement |
| AMPMGT501 Design and manage the food safety system Release 1 | AMPMGT501 Design and manage the food safety system Release 2 | Poultry added to application, word added to PC 5.2, minor wording changes to assessment requirements | Equivalent |
| AMPMGT502 Manage new product or process development Release 1 | AMPMGT502 Manage new product or process development Release 2 | Foundation skills table updated, minor rewording in assessment requirements | Equivalent |
| AMPMGT505 Manage maintenance systems Release 1 | AMPMGT505 Manage maintenance systems Release 2 | Minor wording and formatting changes, application updated to include poultry, smallgoods, feedlots and wholesalers | Equivalent |
| AMPMGT506 Manage utilities and energy Release 1 | AMPMGT506 Manage utilities and energy Release 2 | Foundation skills table updated, minor changes to assessment requirements | Equivalent |
| AMPMGT507 Manage and improve meat industry plant operations Release 1 | AMPMGT507 Manage and improve meat industry plant operations Release 2 | Foundation skills table updated, minor wording changes and assessment conditions updated | Equivalent |
| AMPMGT508 Manage environmental impacts of meat processing operations Release 1 | AMPMGT508 Manage environmental impacts of meat processing operations Release 2 | Feedlots included in application, minor wording changes | Equivalent |
| AMPMGT509 Manage, maintain and continuously improve workplace health and safety plans and systems Release 1 | AMPMGT509 Manage, maintain and continuously improve workplace health and safety plans and systems Release 2 | Foundation skills table updated, performance evidence updated, minor wording changes | Equivalent |
| AMPMGT601 Benchmark to manage and improve enterprise performance Release 1 | AMPMGT601 Benchmark to manage and improve enterprise performance Release 2 | Minor wording changes, assessment conditions updated | Equivalent |
| AMPMGT602 Monitor and manage organisational legal responsibilities | AMPMGT602 Monitor and manage organisational legal responsibilities | Minor wording changes, assessment conditions updated | Equivalent |

**Mapping of units of competency between
AMP Australian Meat Processing Training Package Versions 5.0 and 6.0.**

| Code and title (Version 5.0) | Code and title (Version 6.0) | Comments | Equivalence statement |
|---|---|---|----------------------------------|
| Release 1 | Release 2 | | |
| AMPMGT603 Manage meat processing systems to maintain and improve product quality Release 1 | AMPMGT603 Manage meat processing systems to maintain and improve product quality Release 2 | Foundation Skills table updated, minor wording changes, assessment conditions updated | Equivalent |
| AMPMGT604 Manage effective operation of meat enterprise cold chain and refrigeration systems Release 1 | AMPMGT604 Manage effective operation of meat enterprise cold chain and refrigeration systems Release 2 | Minor wording changes, assessment requirements updated | Equivalent |
| AMPMGT605 Assess and purchase livestock Release 1 | AMPMGT605 Assess and purchase livestock Release 2 | Foundation Skills table updated; assessment conditions updated | Equivalent |
| AMPMGT606 Analyse and develop enterprise systems for new opportunities Release 2 | AMPMGT606 Analyse and develop enterprise systems for new opportunities Release 3 | Feedlots included in application; assessment requirements updated | Equivalent |
| AMPMGT607 Establish new markets Release 1 | AMPMGT607 Establish new markets Release 2 | Foundation Skills table updated; assessment conditions updated | Equivalent |

Appendix 4: Quality assurance report

Section 1 – Cover page

| Information required | Detail |
|--|---|
| Training Package title and code | AMP Australian Meat Processing Training Package Version 6.0 |
| Number of new qualifications and their titles ¹ | Nil |
| Number of revised qualifications and their titles | Two revised qualifications <ul style="list-style-type: none"> AMP50221 Diploma of Meat Processing AMP60121 Advanced Diploma of Meat Processing |
| Number of new units of competency and their titles | Two new units: <ul style="list-style-type: none"> AMPMGT511 Manage feedlot facility AMPMGT512 Manage supply chain and enterprise animal welfare performance |
| Number of revised units of competency and their titles | Two revised unit: <ul style="list-style-type: none"> AMPMGT513 Manage transportation of meat, meat products and meat by-products AMPMGT514 Develop, manage and maintain quality systems |
| Confirmation that the panel member is independent of: <ul style="list-style-type: none"> the Training Package or Training Package components review ('Yes' or 'No') development and/or validation activities associated with the Case for Endorsement ('Yes' or 'No') undertaking the Equity and/or Editorial Reports for the training package products that are the subject of this quality report ('Yes' or 'No') | Yes Yes Yes |
| Confirmation of the Training Packages or components thereof being compliant with the <i>Standards for Training Packages 2012</i> | Yes |
| Confirmation of the Training Packages or components thereof being compliant with the <i>Training Package Products Policy</i> | Yes |

¹When the number of training products is high the titles can be presented as an attached list.

| Information required | Detail |
|---|---|
| Confirmation of the Training Packages or components thereof being compliant with the <i>Training Package Development and Endorsement Process Policy</i> | Yes |
| Panel member's view about whether: <ul style="list-style-type: none"> • the evidence of consultation and validation process being fit for purpose and commensurate with the scope • estimated impact of the proposed changes is sufficient and convincing | It is the panel member's view that the evidence of consultation and validation process is suitable and appropriate for the scope of work against the coverage of the industry. The proposed changes arising from consultation and validation processes are also suitable and appropriate. |
| Name of panel member completing Quality Report | Lina Robinson |
| Date of completion of the Quality Report | 1 December 2020 |

Section 2 – Compliance with the Standards for Training Packages 2012

| Standards for Training Packages | Standard met 'yes' or 'no' | Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports) |
|--|----------------------------|---|
| <p>Standard 1</p> <p>Training Packages consist of the following:</p> <ol style="list-style-type: none"> 1. AISC endorsed components: <ul style="list-style-type: none"> • qualifications • units of competency • assessment requirements (associated with each unit of competency) • credit arrangements 2. One or more quality assured companion volumes | <p>Yes</p> | <p>The training products for this quality review consisted of:</p> <ul style="list-style-type: none"> • 2 qualifications • 4 (2 new and 2 revised) units of competency • 4 (2 new and 2 revised) assessment requirements associated with each unit of competency • a companion volume implementation guide • credit arrangements advising that 'at the time of endorsement of this training package, no national credit arrangements exist'. |

| Standards for Training Packages | Standard met 'yes' or 'no' | Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports) |
|--|----------------------------|---|
| <p>Standard 2</p> <p>Training Package developers comply with the <i>Training Package Products Policy</i></p> | <p>Yes</p> | <p>The training package products presented for this quality review comply with the <i>Training Package Products Policy</i> that meet the requirements of Standard 2, including:</p> <ul style="list-style-type: none"> • Coding/recoding and titling of the qualifications and units of competency comply with the standard. • Entry requirements which are 'expressed in terms of competencies' exist for both qualifications (AMP50221 and AMP60121). A rationale for the requirements is provided in the implementation guide. • Packaging rules in the qualifications are clear. The offering of elective units and the use of the imported unit ruling are sufficient to address a range of job functions within the job outcomes. • Foundation skills were identifiable in the units of competency, however where not explicitly described in the performance criteria, are described in the foundation skills field. An explanation on foundation skills is provided in the revised AMP Companion Volume Implementation Guide Version 6.0. • The revised AMP Companion Volume Implementation Guide Version 6.0 provides advice on access and equity considerations including reasonable adjustment for learners with disabilities. • Mapping information to inform users of changes to revised components and equivalence is provided within the qualification and unit of competency mapping information sections and in the AMP Companion Volume Implementation Guide Version 6.0. |

| Standards for Training Packages | Standard met 'yes' or 'no' | Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports) |
|--|----------------------------|--|
| <p>Standard 3</p> <p>Training Package developers comply with the <i>AISC Training Package Development and Endorsement Process Policy</i></p> | <p>Yes</p> | <p>The development processes undertaken by the developers as described in the case for endorsement comply with the <i>AISC Training Package Development and Endorsement Process Policy</i>, that meet the requirements of Standard 3.</p> <p>The case for endorsement addresses the case for change (Reference number: Skills Impact/TPD/2018-19/006) approved on 5 June 2019 and identified four priority training package development areas undertaken as separate projects. This case for change focuses on the review of the Diploma and Advanced Diploma of Meat Processing qualifications projects.</p> <p>The other priority areas, Halal meat processing, game Harvesting auditing and poultry processing training, were addressed in a previous submission</p> <p>The case for endorsement describes the national consultation and validation processes undertaken for each project in great detail, which included the following communication strategies: face to face meetings, teleconferences, emails, individual phone calls, newsletters and updates and drafts being available on websites. Lists of individuals and organisations who formed part of subject matter expert working groups and those who attended consultation meetings for each project are also included in the appendices.</p> <p>There were issues identified by the Victorian STA in the finalisation stage of the process, resulting in a second round of consultation and validation processes from July to October 2020. Feedback from WA and Vic STAs of the consultation outcomes are provided in the case for endorsement.</p> |

| Standards for Training Packages | Standard met 'yes' or 'no' | Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports) |
|---|----------------------------|--|
| <p>Standard 4</p> <p>Units of competency specify the standards of performance required in the workplace</p> | <p>Yes</p> | <p>The evidence provided of consultation and validation processes indicates that they were appropriate for the scope of the project against the coverage of the industry. This demonstrates that the AMP units of competency specify the standards of performance required in the workplace.</p> |
| <p>Standard 5</p> <p>The structure of units of competency complies with the unit of competency template</p> | <p>Yes</p> | <p>The editorial report confirmed the structure of the units of competency complies with the required template. Some suggestions were provided to and addressed by the developer during this review.</p> |
| <p>Standard 6</p> <p>Assessment requirements specify the evidence and required conditions for assessment</p> | <p>Yes</p> | <p>The assessment requirements clearly specify the frequency and/or volume of performance evidence, the depth and breadth of knowledge evidence and required conditions to collect this evidence.</p> |
| <p>Standard 7</p> <p>Every unit of competency has associated assessment requirements. The structure of assessment requirements complies with the assessment requirements template</p> | <p>Yes</p> | <p>The editorial report confirmed the structure of the assessment requirements complies with the required template.</p> |
| <p>Standard 8</p> <p>Qualifications comply with the Australian Qualifications Framework specification for that qualification type</p> | <p>Yes</p> | <p>The revised qualifications comply with this standard.</p> |
| <p>Standard 9</p> <p>The structure of the information for the Australian Qualifications Framework qualification complies with the qualification template</p> | <p>Yes</p> | <p>The revised qualifications comply with this standard.</p> |

| Standards for Training Packages | Standard met 'yes' or 'no' | Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports) |
|---|----------------------------|--|
| 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 | Details that advise that 'at the time of endorsement of this training package, no national credit arrangements exist' appear in the case for endorsement in the required template. |
| 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 | The editorial report confirmed the revised AMP Companion Volume Implementation Guide Version 6.0 complies with the required template and updated to include the qualifications, units and skill sets presented in this submission. |
| Standard 12 Training Package developers produce other quality assured companion volumes to meet the needs of their stakeholders as required. | Yes | No other quality assured companion volumes beside the implementation guide were required by stakeholders. |

Section 3 – Compliance with the training package quality principles

Note: not all training package quality principles might be applicable to every training package or its components. Please provide a supporting statement/evidence of compliance or non-compliance against each principle.

Quality principle 1. Reflect identified workforce outcomes

| Key features | Quality principle is met: Yes / No or N/A | Evidence demonstrating compliance/noncompliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i> |
|----------------------------|---|---|
| Driven by industry's needs | Yes | The case for endorsement provides information about the extent of industry consultation and stakeholder engagement (2 rounds of consultation) and rationales for changes that occurred during the review of the revised qualifications and the development of the new |

| | | |
|---|-------------------|---|
| | | and revised units. It outlines the involvement of industry and other stakeholders, and summarises the changes made from stakeholder feedback to meet the needs of those stakeholders. |
| <p>Compliant and responds to government policy initiatives</p> <p>Training package component responds to the COAG Industry and Skills Council’s (CISC) training package-related initiatives or directions, in particular the 2015 training package reforms. Please specify which of the following CISC reforms are relevant to the training product and identify supporting evidence:</p> <ul style="list-style-type: none"> • ensure obsolete and superfluous qualifications are removed from the system • ensure that more information about industry’s expectations of training delivery is available to training providers to improve their delivery and to consumers to enable more informed course choices • ensure that the training system better supports individuals to move easily from one related occupation to another • improve the efficiency of the training system by creating units that can | <p>Yes</p> | <p>The AMP training package components are compliant with the <i>Standards for Training Packages 2012</i>, the <i>Training Package Products Policy</i> and the <i>Training Package Development and Endorsement Process Policy</i>.</p> <p>AMP Version 6.0 responds to all the Ministers’ policy initiatives, in particular the following 2015 training package reforms:</p> <ul style="list-style-type: none"> • consolidation of two qualifications – the outcomes for both the AMP50115 Diploma of Meat Processing (Meat Retailing) and the AMP50215 Diploma of Meat Processing can now be achieved through the revised AMP50221 Diploma of Meat Processing • information about industry’s expectations of training delivery and pathways is available in the revised AMP Companion Volume Implementation Guide Version 6.0 • two newly created AMP units to support management skills that can be applied across different meat processing sectors • deletion of the AMPMGT503 unit as its skills and knowledge which can be addressed with an existing imported unit. |

| | | |
|--|-------------------|---|
| <p>be owned and used by multiple industry sectors</p> <ul style="list-style-type: none"> • foster greater recognition of skill sets | | |
| <p>Reflect contemporary work organisation and job profiles incorporating a future orientation</p> | <p>Yes</p> | <p>The case for endorsement details open and inclusive consultation and validation processes that is considered to be appropriate for coverage of the industry.</p> |

Quality principle 2: Support portability of skills and competencies including reflecting licensing and regulatory requirements

| <p>Key features</p> | <p>Quality principle is met: Yes / No or N/A</p> | <p>Evidence demonstrating compliance with the quality principle</p> <p>Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i></p> |
|---|---|--|
| <p>Support movement of skills within and across organisations and sectors</p> | <p>Yes</p> | <p>The newly developed units of competency support the attainment of skills and knowledge in a range of meat processing environments and sectors.</p> |
| <p>Promote national and international portability</p> | <p>Yes</p> | <p>Australian Standards that apply to the meat processing industry including <i>Australian Standard for the hygienic production and transportation of meat and meat products for human consumption</i> were considered for the units.</p> <p>Other applicable standards are included in the relevant unit of competencies as well as listed in the revised <i>AMP Australian Meat Processing Training Package Version 6.0</i>.</p> |
| <p>Reflect regulatory requirements and licensing</p> | <p>Yes</p> | <p>No occupational and licensing requirements apply to the <i>AMP Australian Meat Processing Training Package Version 6.0</i> components being submitted at this point in time.</p> |

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

| Key features | Quality principle is met: Yes / No or N/A | Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i> |
|--|---|---|
| Reflect national consensus | Yes | Evidence of active engagement across industry to achieve a national consensus about the advice provided to the ASIC is reflected in the case for endorsement that provides evidence of consultation and validation processes, and their outcomes. |
| Recognise convergence and connectivity of skills | Yes | The AMP units of competency support the attainment of skills and knowledge in a range of meat processing environments. Units listed in AMP qualifications include imported units from other nationally endorsed training packages. |

Quality principle 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 | Quality principle is met: Yes / No or N/A | Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i> |
|--|---|---|
| Meet the diversity of individual and employer needs | Yes | The revised AMP qualifications presented for this submission provide flexible qualifications for those in managerial/leadership positions in meeting the diverse needs of meat processing organisations. |
| Support equitable access and progression of learners | Yes | None of the AMP units of competency being presented for this submission have pre-requisites. The qualifications have entry requirements which takes into consideration skills and knowledge obtained from a qualification or industry experience. |

Quality principle 5: Facilitate recognition of an individual’s skills and knowledge and support movement between the school, vocational education and higher education sectors

| Key features | Quality principle is met: Yes / No or N/A | Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i> |
|--|---|---|
| Support learner transition between education sectors | Yes | The AMP qualifications and units of competency facilitate movement from work into VET, and VET into work. |

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

| Key features | Quality principle is met: Yes / No or N/A | Evidence demonstrating compliance with the quality principle Please see examples of evidence in the <i>Training Package Development and Endorsement Process Policy</i> |
|---|---|--|
| Support implementation across a range of settings | Yes | Advice about delivery across a range of meat processing settings is provided in the AMP Companion Volume Implementation Guide Version 6.0. This is confirmed in the equity report. |
| Support sound assessment practice | Yes | The assessment requirements support sound assessment practice because they are clearly written and express the frequency and/or volume of performance evidence, the extensiveness of knowledge evidence and the essential assessment conditions to collect the evidence. |
| Support implementation | Yes | No barriers have been identified that would impact on implementation. Implementation advice is provided the revised AMP Companion Volume Implementation Guide Version 6.0 that is ready for publication at the same time as the Training Package. |