Modification history

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| Release | Comments |
| Release 1 | This version released with AMP Australian Meat Processing Training Package Version 5.0. |

| AMPX431 | Oversee meat processing establishment's Halal compliance |
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| Application | This unit of competency describes the skills and knowledge required to oversee the procedures and personnel required to gain and/or maintain Halal approvals in a meat processing establishment.  The unit applies to individuals who have responsibility for overseeing a meat processing establishment's compliance with the requirements for Halal processing. They will require a detailed knowledge of Halal requirements in Australia and of nominated overseas customers. They will identify and oversee the development/improvement of the relevant internal policies and procedures including the Approved Arrangement, as well as staff training and specialised personnel requirements.  All work must be carried out to comply with workplace procedures, according to state/territory health and safety regulations, legislation and standards that apply to the workplace.  No occupational licensing, legislative or certification requirements apply to this unit at the time of publication. |
| Pre-requisite units | Nil |
| Unit Sector | All meat processing sectors |

| Elements | Performance Criteria |
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| Elements describe the essential outcomes. | Performance criteria describe the performance needed to demonstrate achievement of the element. |
| 1. Identify Halal requirements | 1.1 Research the Australian Halal requirements for a meat processing establishment  1.2 Identify the establishment's markets, and the specific customer requirements for halal processing  1.3 Document the requirements applicable to the meat processing establishment.  1.4 Communicate the Halal requirements to affected non-Muslim staff. |
| 2. Assess establishment's compliance with Halal requirements | 2.1 Review current internal processes relevant to Halal processing and assess compliance with identified requirements and the Approved Arrangement  2.2 Develop and implement process for addressing identified gaps in compliance  2.3 Assess and implement staff training requirements where required  2.4 Test establishment's compliance with documented processes. |
| 3. Maintain establishment's Halal compliance | 3.1 Develop systems for identifying changes to Halal processes which may impact the establishment  3.2 Establish and implement processes for the timely review of documented processes against Halal requirements  3.2 Incorporate the review and update process for Halal processing into the establishment's Quality Assurance program (Approved Arrangement). |

| Foundation Skills  This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria. | |
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| Skill | Description |
| Reading | * Read and interpret regulatory and customer requirements, as well as organisational polices and procedures |
| Writing | * Develop and update relevant workplace documentation |
| Oral communication | * Communicate specific organisational requirements to staff |

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| Unit Mapping Information | | | |
| Code and title current version | Code and title previous version | Comments | Equivalence status |
| AMPX431 Oversee meat processing establishment's Halal compliance (Release 1) | Not applicable | New unit | No equivalent unit |

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| Links | Companion Volumes, including Implementation Guides, are available at VETNet:  [Insert hyperlink for the training package]. See *Guidelines for developing training package products* for directions on how to find the right hyperlink |

| TITLE | Assessment requirements for AMPX431 Oversee meat processing establishment's Halal compliance |
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| Performance Evidence | |
| An individual demonstrating competency must satisfy all the elements and performance criteria in this unit.  There must be evidence that the individual has contributed to the maintenance of approved Halal status as evidenced by the enterprise:   * successfully gaining initial certification, or * satisfactorily retaining processing approvals after a customer, Approved Islamic Organisation, Department of Agriculture or external audit.   The individual must have:   * documented an analysis of applicable Halal requirements * assessed, developed or updated internal policies and procedures to meet Halal requirements * played a key role in achieving or retaining the establishment's Halal approvals. | |

| Knowledge Evidence |
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| An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:   * Halal and Tayyib, the Halal production process, and their relationship with food safety * methods of accurately identifying customer requirements for Halal processing * Australian government (state and federal), religious and representative groups and their roles and responsibilities with respect to Halal processing requirements * applicable legislation, regulations, Standards and Codes of Practice relating to Halal production * methods of maintaining currency of knowledge in order to ensure system compliance. |

| Assessment Conditions |
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| Assessment of skills must take place under the following conditions:   * physical conditions: * Halal approved processing establishments or an establishment in the process of preparing for Halal approval * resources * implementation guides available through the Approved Islamic Organisation for export, or Islamic organisation responsible for domestic certification * specifications: * workplace documents such as policies, procedures, processes, forms * requirements for Halal processing approval * work instructions and standard operating procedures * customer requirements.     A minimum of three forms of evidence must be used.  Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards. |

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