

Modification history

| Release | Comments |
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| Release 1 | This version released with Food, Beverage and Pharmaceutical Training Package Version 4.0. |

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| FBPCEL4004 | Coordinate wine operations general cellar processes |
| Application | <p>This unit of competency describes the skills and knowledge required to coordinate work teams to set up, operate, handover and shut down general cellar operations processes, including fermentation, additions and finings, preparing wine cultures, performing heat exchange, inert gas handling and transfer of juice and wine.</p> <p>The unit applies to individuals who work in a commercial winery and are responsible for coordinating several work teams in general cellar operations processes to produce red or white wine. They take responsibility for their own work and the outcomes of others and apply high level planning and problem-solving skills. The processes may include the production of sparkling and fortified wines.</p> <p>All work must be carried out to comply with workplace procedures, according to state/territory health and safety, and food safety regulations, legislation and standards that apply to the workplace.</p> <p>No licensing, legislative or certification requirements apply to this unit at the time of publication.</p> |
| Prerequisite Unit | Nil |
| Unit Sector | Cellar Operations (CEL) |

| Elements | Performance Criteria |
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| <i>Elements describe the essential outcomes.</i> | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i> |
| 1. Prepare to coordinate a general cellar operations shift | 1.1 Confirm handover information from previous shift 1.2 Check work orders and other processing requirements for shift 1.3 Determine equipment preparation work required for the shift 1.4 Confirm capacity of equipment and vessels for required volumes 1.5 Identify and prioritise work tasks and allocate team responsibilities 1.6 Schedule team member rest and meal breaks according to workplace requirement and environmental conditions 1.7 Coordinate equipment checks and set up, including safety equipment is operational 1.8 Coordinate supply of consumables |
| 2. Monitor the general cellar operations processes | 2.1 Oversee handover or start-up of production processes 2.2 Check workplace health and safety, housekeeping and staff welfare 2.3 Apply approved problem-solving principles and techniques to identify and rectify product, process, machine, equipment and operator faults 2.4 Ensure quantity, productivity and quality specifications are met 2.5 Report any outcomes that do not meet specifications, and major process problems 2.6 Report maintenance issues to machinery and equipment technicians 2.7 Communicate with general cellar operations process team members and other team leaders about information that impacts on their work 2.8 Ensure accurate completion of records |

| Elements | Performance Criteria |
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| <i>Elements describe the essential outcomes.</i> | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i> |
| 3. Coordinate product change over | 3.1 Ensure current batch is complete, including push through 3.2 Coordinate cleaning and sanitizing of machinery, equipment and vessels according to workplace requirements 3.3 Prepare equipment and consumables for upcoming batch 3.4 Oversee start-up of new batch 3.5 Coordinate completion of change over records |
| 4. Coordinate shut down of the general cellar operations processes | 4.1 Ensure current batch is complete, including push through 4.2 Coordinate cleaning of machinery, equipment and vessels 4.3 Advise maintenance team that machinery and equipment is ready for maintenance 4.4 Ensure disposal of waste according to workplace and environmental procedures 4.5 Ensure accurate completion of shut down records |

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| Foundation Skills | |
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| <i>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.</i> | |
| Skill | Description |
| Reading | <ul style="list-style-type: none"> Interpret technical text and symbols in machinery operations manuals and procedures |
| Writing | <ul style="list-style-type: none"> Complete quality reports using correct terminology |
| Numeracy | <ul style="list-style-type: none"> Estimate and calculate known and expected volumes in litres, hectolitres and kilolitres Estimate and calculate quantity and time Measure and calculate flow rates, including volume per hour |
| Oral communication | <ul style="list-style-type: none"> Use open and closed questions to gather information from team members Give clear instructions using industry terminology |

| Unit Mapping Information | | | |
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| Code and title current version | Code and title previous version | Comments | Equivalence status |
| FBPCEL4004 Coordinate wine operations general cellar processes | Not applicable | New unit | No equivalent unit |

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| Links | Companion Volumes, including Implementation Guides, are available at VETNet: https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4 |
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| TITLE | Assessment requirements for FBPCEL4004 Coordinate wine operations general cellar processes |
| Performance Evidence | |
| <p>An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.</p> <p>There must be evidence that the individual has independently coordinated the safe and efficient set-up, operation, hand over and shut down of two complete shifts of general cellar operations processes. Each shift must be a minimum of eight hours.</p> <p>The individual must have coordinated the processing of at least two different batches of juice or wine, according to work orders, including:</p> <ul style="list-style-type: none"> • at least two of the following: <ul style="list-style-type: none"> • preparing wine cultures • fermentation • additions and finings • heat exchanging • wine transfer • controlled product specifications, including: <ul style="list-style-type: none"> • temperature • carbon dioxide • dissolved oxygen • coordinated safe and accurate processes, including: <ul style="list-style-type: none"> • handling and use of inert gas • preparation and application of at least one addition or fining • collection and delivery of samples to the laboratory • communicated with at least two cellar operations workers and with at least two of the following: <ul style="list-style-type: none"> • wine maker • cellar operations manager • maintenance team member • laboratory team member • coordinated use of two of the following: <ul style="list-style-type: none"> • heat exchanger • positive displacement pumps • centrifugal pumps • receival tanks or barrels • coordinated use of one of the following: <ul style="list-style-type: none"> • manual agitator • mechanical agitator • pump over • valve to valve <p>For each shift, the individual must have:</p> <ul style="list-style-type: none"> • coordinated at least two cellar operations workers, including scheduling start and finish times, meal and rest breaks • addressed quality issues and anomalies caused by equipment failure and operator error • addressed team members' health and safety requirements; including: <ul style="list-style-type: none"> • correct fit and use of personal protective equipment • correct use of machinery guards, including lock out and isolation • compliance with vehicle and pedestrian traffic control • monitored timely and accurate completion of workplace records, including: <ul style="list-style-type: none"> • production notes, including additions to products • machinery and equipment logs • workplace safety reports • effectively coordinated a batch change over according to workplace time requirements. | |

Knowledge Evidence

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:

- work orders and production schedules
- general operating principles of machinery and equipment related to general cellar operations, including at least four of the following:
 - preparing wine cultures
 - fermentation
 - additions and finings
 - heat exchanging
 - transfer of juice and wine
 - vessels including tanks or barrels
 - pumps
 - inert gas related equipment, including bulk and small cylinders, regulators, valves and pipes
- features and functions of machinery, equipment, including:
 - manufacturer and workplace instructions for safe operation
 - control panels and ancillary controls, including manual operations mode
 - operating capacities, efficiencies and applications
 - constraints and other limiting factors
 - location and purpose of guards, rails and sensors
 - knowledge of maintenance required and action to take if maintenance services are not available
 - cleaning requirements
 - routine and non routine machine and equipment faults, and process for rectification
- utility services, including electricity, water, compressed air, and inert gasses
- equipment and vessels, including:
 - volume
 - processing capacity
 - openings, doors and seals
 - valves and process flow
 - line check authorisations and procedures
 - vessel maintenance, cleaning and sanitation, including oak storage
- machinery and equipment checks, including:
 - prestart checks, including emergency stop checks
 - lock out and tag out
 - return to service after isolation
- consumables, including:
 - cleaning products
 - water and gas supplies
 - additions and finings
 - typical problems related to consumables, including, insufficient supplies, preparation, quality and identification
- staff welfare, including:
 - working conditions, including temperature, vibration, noise and dust
 - rostering, breaks, rest and fatigue management
- product and process quality indicators, including:
 - baume
 - alcohol
 - carbon dioxide
 - temperature
 - oxidation
- general cellar operations quality control requirements, processes and actions, including:
 - production and processing order specifications
 - methods used to check quality
 - common causes of fermentation process quality issues and corrective action required, including a stuck ferment, ferment too cold and ferment too hot
 - common causes of clarification process quality issues and corrective action required
 - common causes of filtration process quality issues and corrective action required

| Knowledge Evidence |
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| <ul style="list-style-type: none"> • planned sampling and testing associated with process monitoring and control • responding to machinery alerts and notifications • recording of results • records and reporting requirements, including: <ul style="list-style-type: none"> • quality • productivity • handover • health and safety • process information, including wine tracking • application of push through processes, including: <ul style="list-style-type: none"> • water • gas • wine or juice • product knowledge related to the batch being processed, including: <ul style="list-style-type: none"> • juice or wine variety • volume • the interrelationships between cellar operations and previous and subsequent wine making operations processes • product and process change over procedures and responsibilities • product batch identification and traceability requirements, including: <ul style="list-style-type: none"> • workplace requirements • client or receiver specifications • batch records • work health and safety hazards and controls, including: <ul style="list-style-type: none"> • awareness of the limitations of controls • personal protective equipment • entering and working in confined spaces, including training and authorisation • hazardous substances, including stored pressure, additions and finings, cleaning products, and gases • procedures and responsibility for reporting production and performance information • environmental issues and controls relevant to the process, including: <ul style="list-style-type: none"> • rework and reuse of products • water use and recycling • waste processing • energy usage • materials and manual handling procedures related to the filtration processes. |
| Assessment Conditions |
| <p>Assessment of skills must take place under the following conditions:</p> <ul style="list-style-type: none"> • physical conditions: <ul style="list-style-type: none"> • a commercial winery • resources, equipment and materials: machinery and equipment stipulated in the performance evidence • juice or wine stipulated in the performance evidence • specifications: <ul style="list-style-type: none"> • two batch orders stipulated in the performance evidence • workplace procedures for general cellar operations processes, machinery and equipment stipulated in the performance evidence • relationships: <ul style="list-style-type: none"> • team members and others stipulated in the performance evidence. <p>Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.</p> |

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