# **Advanced Wine Operations Skills Project**



#### Summary of Validation Feedback, Responses and Actions

#### 18 December 2019

This project includes the development of eight new units of competency that have been added as electives in the revised *Certificate III in Wine Industry Operations*, and two new skill sets within the *FBP Food, Beverage and Pharmaceutical Training Package*. Draft materials were developed as a result of initial input from Subject Matter Experts (SMEs) and were made available for broader stakeholder consultation and feedback between 11 September – 3 October 2019. The feedback was discussed with the SMEs and changes were made to the draft components. The resulting final draft materials were then made available for validation and comment between 18 October – 6 November 2019. During this time, feedback was received via email, through online surveys, via a webinar, as well as in person at an industry validation forum. Input was received from 13 stakeholders around Australia, including eight industry employees, one union representative, three registered training organisations, and one from a State Training Authority.

A validation meeting was held on 7 November 2019 with SMEs, with representatives from:

- Industry one from NSW, three from SA and one from WA
- Industry Association one from SA
- RTOs one from NSW and one from SA.

As a direct result of feedback received, changes were made to the documents under review. Most notably:

- the packaging rules in the Certificate III in Wine Industry Operations were modified to limit elective choices
- the Performance Evidence and Knowledge Evidence in several units was modified
- two new skill sets were created.

Visit the Skills Impact website to view a full list of the documents that were submitted for consultation during this phase.

Below is a summary of the validation feedback received for the final draft qualification, units of competency and skill sets developed and reviewed for the Advanced Wine Operations Skills project, and how these issues have been dealt with. This involves a consideration of the information provided, views of industry stakeholders and from people who are part of the Subject Matter Expert Working Group process. Resolutions are constructed to consider the needs and views of stakeholders to the extent possible, and to comply with the *Standards for Training Package 2012*. The resolutions may represent a compromise on one or more stakeholder views with the aim of a workable outcome for industry, State and Territory Training Authorities (STAs) and training providers.

#### Acronyms: PC – performance criteria, PE – performance evidence, KE – knowledge evidence, AC – assessment conditions, SMEs – Subject Matter Experts

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# Summary of validation feedback on Qualifications

### Revised qualification

Stakeholder Com	ments and Identified Issues	Consideration and Proposed Resolution
FBP30918 Certific	ate III in Wine Industry Operations	
• RTO NSW and RTO WA	Considers the final draft to meet the needs of industry.	Thank you for the feedback. Your support is noted.
Industry Vic	I am unable to attend the forum but fully support this work and look forward to its future release.	Thank you for the feedback. Your support is noted.
State Training     Authority WA	As there is limited enrolments in the Certificate III in Wine Industry Operations in Western Australia, the STA has not received any feedback on this qualification.	The State Training Authority was contacted by Skills Impact and advised there was a wine industry expert and trainer/assessor on the SME working group for this project.
Union, National	<ul> <li>Skills sets</li> <li>The new units aligned to AQF level 4 should be packaged in 2 new skills sets, as follows: <ul> <li>a) Coordinate Wine Operations Packaging Processes Skill Set. This will include the following new unit:</li> <li>FBPBPG4001 Coordinate wine operations packaging processes</li> <li>b) Coordinate Wine Making Cellar Operations Processes Skill Set. This will include the following new units:</li> <li>FBPCEL4001 Coordinate wine operations vintage processes</li> <li>FBPCEL4002 Coordinate wine operations clarification processes</li> <li>FBPCEL4003 Coordinate wine operations filtration processes</li> <li>FBPCEL4004 Coordinate wine operations general cellar processes</li> </ul> </li> </ul>	<ul> <li>The following new 'Coordinate wine operations processes' units have been packaged into two new skill sets:</li> <li>Coordinate Wine Operations Packaging Processes Skill Set:</li> <li>FBPBPG4001 Coordinate wine operations packaging processes</li> <li>Coordinate Wine Making Cellar Operations Processes Skill Set:</li> <li>FBPCEL4001 Coordinate wine operations vintage processes</li> <li>FBPCEL4002 Coordinate wine operations clarification processes</li> <li>FBPCEL4003 Coordinate wine operations filtration processes</li> <li>FBPCEL4004 Coordinate wine operations general cellar processes</li> </ul>

Stakeholder Comments and Identified Issues		Consideration and Proposed Resolution	
	Packaging Rules		
	The Packaging Rules of the updated FBP30918 Certificate III in Wine industry Operations should be amended so that –	Based on SMEs advice, the number of elective units that reflect outcomes above AQF level 3 that can be selected by a learner was reduced from 6 to 5, so the statement now reads - "no more than 5	
	"no more than 3 units may be selected that are coded with an AQF indicator above level 3 or reflect outcomes above AQF level 3".	units may be selected that are coded with an AQF indicator above level 3 or reflect outcomes above AQF level 3".	
		The SMEs advised that all four of the new cellar operations units that are coded with an AQF level 4 indicator are needed by some workers and can be achieved across the traineeship duration, and that learners should be allowed the option to select at least one more unit at level 4 from the general elective units in Group F.	
• RTO SA	Packaging Rules	Refer to comment in the row above.	
	The option to select 6 elective units at AQF 4 outcomes is too high - this could mean that the qualification may not be equivalent over different enterprises.		
• RTO NSW	Electives <i>FBPWIN2003 Conduct sensory analysis</i> of wine should only be listed in one group (i.e. Cellar Door) and removed from the Cellar Operations and the General group. The reason being that anyone that reads and understands the qualification will know they can select this unit from that group.	Based on advice from the SMEs <i>FBPWIN2003 Conduct sensory</i> <i>analysis</i> has been removed as listed elective in the Cellar Operations group. The unit is still available in two other elective groups.	

# Summary of validation feedback on Units of Competency

### New units of competency

Stakeholder Com	ments and Identified Issues	Consideration and Proposed Resolution
FBPBPG3008 Op	erate an automated carton packing process	
• RTO NSW	Considers the final draft to meet the needs of industry.	Thank you for the feedback. Your support is noted.
Industry SA	Performance Evidence The current line we have can produce 13,000 bottles per hour and the new line will be a Minimum of 25,000 bottles per hour, hoping to upgrade to 45,000 bottles per hour.	Based on SME advice, the PE has been changed to state that "Each process must use a conveyor fed automatic case packing machine packing at least 12000 containers per hour". The existing <i>FBPBPG2003 Operate the carton packing process</i> is designed to cover the skill required operate lower volume semi-automated processes.
Industry SA	Performance Evidence The PE specifies machinery (capable of packing at least 15000 containers units per hour) Our plant at max only handles 12,000 units/hours so we could not use the unit as stated.	Refer to comment in the row above.
Industry SA	I have forwarded the units to Bottling for deeper consideration. But on first response we would see no requirement to specify units per hour. If at all we would see 'at least 8000 units' to be more practical.	Refer to comment in the row above.
• RTO SA	Interesting comment from the Production Supervisor at XXXX Wines this morning - putting in the statement "capable of packing at least 15000 units per hour" is an equipment performance standard which needs to be verified by the RTO before students undertake the unit. The suppliers of the equipment may specify that the equipment is capable of running at this speed, even though in reality it is only putting out 12000 units/hour, which is the capacity of the filler. The labeller can put out 14000 units/hour because when designing the line, it must run faster than the previous process. And it follows that the automated carton packing process needs to be faster again to keep up.	Refer to comment in the row above.

	To my mind the descriptor makes it clear what the process involves, regardless of the speed it is running at: "includes a case packing machine, divider inserter, case sealer, conveyers and other quality control equipment".	
Industry SA and NSW	In response to suggestions that the number of containers per hour be reduced, commented that the value of the new unit is the high volume at which the carton packing machine runs, and that 15000 was set as the capacity to ensure the complexity of set up, operation and problem solving are covered	Refer to comment in the row above.
Industry SA	Performance Evidence Objected to the idea of having no specification of number of units per hour.	Refer to comment in the row above.
• Industry SA	<ul> <li>Knowledge Evidence</li> <li>Add: <ul> <li>lock-out and tag procedures, as well as knowledge to ensure a machine is safe to enter during a change over</li> <li>"types of cartons, including wrap around cartons, domestic and export"</li> </ul> </li> </ul>	<ul> <li>Based on SME advice, the following statement has been added to the KE:</li> <li>machinery and equipment checks, including: <ul> <li>pre-start checks, including emergency stop checks</li> <li>lock-out and tag-out procedures, including return to service after isolation.</li> </ul> </li> <li>Based on SME advice, "types of cartons, including wrap around cartons, domestic and export" was not added to the KE as it already covered by:</li> <li>product knowledge related to the containers to be packaged as stipulated in the performance evidence, including: <ul> <li>size, weight and volume</li> <li>client or receiver requirements or specifications.</li> </ul> </li> </ul>
Industry SA	Performance Evidence Reference to communication with laboratory should include 'or quality controller'	<ul><li>Based on SME advice, the PE has been changed to include communication with a:</li><li>laboratory or quality assurance team member.</li></ul>
Industry SA, Industry NSW, RTO SA X 2	PC 3.2 should read "Check and record machine product counters"	The word 'product' has replaced 'machine'.

	Add a new PC after 3.6 to read – Complete end of run carton packing records and reports	Based on SME advice, a "PC 3.6 Complete end-of-run carton packing records and reports" has been added
Industry SA,     Industry NSW	Performance Evidence	Based on SME advice, the PE has been changed to state that "Each
RTO SA X 2	Change wording to – Each process must use a conveyor fed automatic case packing machine (capable of packing at least 15000 12000 containers per	process must use a conveyor red automatic case packing machine packing at least 12000 containers per hour". Based on SME advice the PE has been made more flexible and now
	hour) and include Do we need to change the wording to allow choice of more than 12 container and 6 container cartons?	<ul> <li>states –</li> <li>"The processes must package at least two of the following carton types:</li> <li>4 pack</li> <li>6 pack</li> </ul>
		<ul> <li>12 pack</li> <li>18 pack</li> <li>24 pack</li> <li>30 pack"</li> </ul>
	Knowledge Evidence Delete the word 'power' before 'services must include'	The statement in the KE has been changed to read – "services required, including compressed air, electricity and water"
• RTO SA	Suggest the wording should be capable of at least 12000 containers per hour	Based on SME advice, the PE has been changed to state that "Each process must use a conveyor fed automatic case packing machine packing at least 12000 containers per hour".
FBPBPG3009 Op	erate an automated palletising process	
• RTO NSW	Considers the final draft to meet the needs of industry.	Thank you for the feedback. Your support is noted.
• RTO SA	Performance Evidence The unit is relevant but only 6 and 12 packs stipulated – there are different specifications for palletising 2 and 4 packs, and these packs should be included	The SMEs advised that the change is not required as the pack size of cartons not important in this unit.
Industry SA	Knowledge Evidence Add:	<ul> <li>Based on SME advice, the following statement has been added to the KE:</li> <li>machinery and equipment checks, including:</li> </ul>

	<ul> <li>lock-out and tag procedures, as well as knowledge to ensure a machine is safe to enter during a change over</li> </ul>	<ul> <li>pre-start checks, including emergency stop checks</li> <li>lock-out and tag-out procedures, including return to service after isolation.</li> </ul>
<ul> <li>Industry SA, Industry NSW, RTO SA X 2</li> </ul>	Correct typo in unit header title PC 1.7 add the word 'product' before 'counters' PC 3.2 add the word 'product' before 'counters'	Typo corrected. Based on SME advice, the word 'product' has replaced 'machine' in PCs 1.7 and 3.2.
Industry SA, Industry NSW, RTO SA X 2	Performance Evidence Change "laboratory team member" to "laboratory or quality control team member" Knowledge Evidence Change function to plural 'functions' of machinery	<ul> <li>Based on SME advice, the PE has been changed to include communication with a:</li> <li>Iaboratory or quality assurance team member.</li> <li>Based on SME advice, the following changes have been made in the KE<sup>-</sup></li> </ul>
	Add knowledge of domestic and export pallet types Assessment conditions Check references to 'as stipulated in the performance evidence' against the wording in the Performance Evidence	<ul> <li>function changed to functions</li> <li>added "pallets for domestic and export use"</li> <li>The assessment conditions have been modified to remove duplication</li> </ul>
FBPBPG4003 Cod	ordinate wine operations packaging processes	
RTO NSW	Considers the final draft to meet the needs of industry.	I hank you for the feedback. Your support is noted.
• RTO SA	Performance Evidence Filling equipment should also specify "rinsing and sealing"	The SMEs advised that this clarification is not required as all filling assumes rinsing and sealing of bottles as they are part of same process.
<ul> <li>Industry SA, Industry NSW, RTO SA X 2</li> </ul>	The grammar in the second paragraph of the Application needs to be improved. PC 1.2 Check work orders requirements for shift should be 1.2 Check work orders and requirements for shift PC 2.5 Report any outcomes that do not meet specifications and major process problems should be Report and isolate any outcomes that do not meet specifications and major process problems	The unit application has been edited and improvements made. Based on SME advice PCs 1.2, 2.5 and 3.3 have been changed as suggested.

	3.3 Ensure Prepare equipment and consumables for upcoming product	
Industry SA, Industry NSW, RTO SA X 2	Performance Evidence Each shift <del>is-must</del> be at least 3 hours, have its own work order,	The PE has been edited as suggested.
	Change "laboratory team member" to "laboratory or quality control team member" Knowledge Evidence Features and functions of machinery and equipment Delete 'utility' before services	<ul> <li>Based on SME advice, the PE has been changed to include communication with a:</li> <li>Iaboratory or quality assurance team member.</li> <li>The KE has been edited as suggested, including the deletion of 'utility'.</li> </ul>
FBPCEL3019 Pre	pare and apply complex additions and finings	
• RTO NSW, RTO SA, RTO WA and Industry SA	Considers the final draft to meet the needs of industry.	Thank you for the feedback. Your support is noted.
<ul> <li>Industry SA x 3, RTO NSW x1, WA industry, Association/IR C member SA</li> </ul>	<ul> <li>Range of Conditions</li> <li>Suggest that the following be included in the selection of additions:</li> <li>malolactic bacteria</li> <li>potassium sorbate</li> <li>sulphur dioxide products</li> </ul>	Based on SME advice, the suggested products have been added to the Range of Conditions for additions as well as in the PE.
Industry SA x 3, RTO NSW x1, WA industry, Association/IR C member SA	<ul> <li>Performance Evidence</li> <li>There must be evidence that the individual has independently prepared, mixed and applied eight different additions and finings according to addition and fining work orders,</li> <li>using at least four of the following additions: <ul> <li>ammonium bisulfite</li> <li>ascorbic acid/erythorbic acid</li> <li>caramel</li> <li>diammonium phosphate (DAP)</li> </ul> </li> </ul>	Based on SME advice, the suggested changes have been in the PE.

	<ul> <li>grape concentrate</li> <li>hydrogen peroxide</li> <li>malic acid</li> <li>malolactic bacteria</li> <li>potassium sorbate</li> <li>sulphur dioxide products</li> <li>tannin</li> <li>tartaric acid</li> <li>yeast</li> <li>yeast nutrients</li> <li>using at least three of the following finings:</li> <li>activated carbon</li> <li>bentonite</li> <li>copper sulphate</li> </ul>	
	enzymes	
	gelatine	
	Polyvinylpolypyrrolidone (PVPP)	
	potassium sorbate	
	egg white	
	• Isinglass	
	Casien     Knowledge Evidence	
Industry SA x	<ul> <li>the physical properties, functions and benefits of wine additions</li> </ul>	Based on SME advice, the suggested changes have been in the KE.
3, RTO NSW	including:	
x1, WA	ammonium bisulfite	
Association/IR	ascorbic acid/erythorbic acid	
C member SA	caramel	
	<ul> <li>diammonium phosphate (DAP)</li> </ul>	
	grape concentrate	
	hydrogen peroxide	
	• malic acid	
	maiolactic bacteria     notossium porbete	
	pulassium sorbate     sulphur dioxide products	
	suprar aloxide products     tannin	
	tartaric acid	
	• veast	
	yeast nutrients	

Industry SA x     3, RTO NSW     x1, WA     industry,     Association/IR     C member SA	<ul> <li>Assessment Conditions</li> <li>physical conditions:</li> <li>a commercial winery or an environment that accurately represents workplace conditions</li> </ul>	Based on SME advice, the suggested change has been made in the AC.
FBPBPG4001 Cod	ordinate wine operations vintage processes	
• RTO NSW	Considers the final draft to meet the needs of industry.	Thank you for the feedback. Your support is noted.
• Industry SA x 3, RTO NSW, WA industry, Association/IR C member SA	<ul> <li>Performance Criteria</li> <li>3.1 Ensure final run of current batch is complete, including push through</li> <li>3.4 Oversee start-up of vintage processes for new batch</li> <li>4.1 Ensure final run of current batch is complete, including push through</li> </ul>	Based on SME advice, the suggested changes have been made in the PCs.
Industry SA x 3, RTO NSW, WA industry, Association/IR C member SA	Performance Evidence Standardise numbering format (words /numbers)	The numbering format has been standardised.
Industry SA x 3, RTO NSW, WA industry, Association/IR C member SA	<ul> <li>Knowledge Evidence</li> <li>general operating principles, manufacturer and workplace instructions for safe operation of machinery and equipment, including: <ul> <li>crushers</li> <li>mixers</li> <li>juice separation equipment</li> <li>fermentation vessels</li> <li>presses</li> <li>pumps</li> </ul> </li> <li>features and functions of machinery and equipment relating to the two processes selected in the performance evidence, including:</li> </ul>	Based on SME advice, the suggested changes have been made in the KE of this unit, as well as the other new 'Coordinate wine operations processes' units that have similar requirements in the KE.

	<ul> <li>manufacturer and workplace instructions for safe operation of machinery and equipment:         <ul> <li>control panels and ancillary controls</li> <li>operating capacities, efficiencies and applications</li> <li>location and purpose of guards, rails and sensors</li> <li>knowledge of maintenance services required and action to take if services are not available</li> <li>cleaning requirements</li> <li>routine and non routine machine and equipment faults, and their rectification</li> </ul> </li> <li>utility services, including electricity, water, compressed air, and inert gasses</li> <li>vessel cooling heat exchanging systems and equipment</li> <li>environmental issues and controls relevant to the process, including:             <ul> <li>rework and reuse of products</li> <li>waste processing</li> <li>energy usage</li> </ul> </li> </ul>	
<ul> <li>Industry SA x 3, RTO NSW, WA industry, Association/IR C member SA</li> </ul>	<ul> <li><u>Assessment Conditions</u></li> <li>physical conditions:         <ul> <li>a commercial winery or an environment that accurately</li> <li>represents workplace conditions</li> </ul> </li> </ul>	Based on SME advice, the suggested changes have been made in the AC.
FBPCEL4002 Coo	rdinate wine operations clarification processes	
• RTO NSW, RTO SA, Industry SA X 2	Considers the final draft to meet the needs of industry.	Thank you for the feedback. Your support is noted.
<ul> <li>Industry SA x</li> <li>2, RTO NSW,</li> <li>WA industry,</li> <li>Association/IR</li> <li>C member SA</li> </ul>	Performance Criteria1.3 Determine other equipment preparation work required for the shift3.1 Ensure final run of current batch is complete, including push through3.4 Oversee start-up of vintage processes for new batch	Based on SME advice, the suggested changes have been made in the PCs.

	4.1 Ensure final run of current batch is complete, including push through	
Industry SA x 2, RTO NSW, WA industry, Association/IR C member SA	<ul> <li>Knowledge evidence</li> <li>general operating principles, manufacturer and workplace instructions for safe operation of machinery and equipment, including</li> <li>features and functions of machinery and equipment relating to the two processes selected in the performance evidence, including: <ul> <li>manufacturer and workplace instructions for safe operation of machinery and equipment</li> </ul> </li> <li>vessel cooling heat exchanging systems and equipment</li> </ul>	Based on SME advice, the suggested changes have been made in the KE.
<ul> <li>Industry SA x</li> <li>2, RTO NSW,</li> <li>WA industry,</li> <li>Association/IR</li> <li>C member SA</li> </ul>	Assessment Conditions • physical conditions: • a commercial winery <del>or an environment that accurately</del> <del>represents workplace conditions</del>	Based on SME advice, the suggested changes have been made in the AC.
FBPCEL4003 Coo	ordinate wine operations filtration processes	
• RTO NSW, RTO SA, Industry SA X 2	Considers the final draft to meet the needs of industry.	Thank you for the feedback. Your support is noted.
Industry SA x 2, RTO NSW, WA industry, Association/IR C member SA	<ul> <li>Performance Criteria</li> <li>1.3 Determine other equipment preparation work required for the shift</li> <li>2.10 (formatting)</li> <li>3.1 Ensure final run of current batch is complete, including push through</li> <li>3.4 Oversee start-up of filtration processes for new batch</li> <li>4.1 Ensure final run of current batch is complete, including push through</li> </ul>	Based on SME advice, the suggested changes have been made in the PCs.

• Industry SA x 2, RTO NSW, WA industry, Association/IR C member SA	<ul> <li>Knowledge evidence</li> <li>general operating principles, manufacturer and workplace instructions for safe operation of machinery and equipment, including</li> <li>features and functions of machinery and equipment relating to the two processes selected in the performance evidence, including: <ul> <li>manufacturer and workplace instructions for safe operation of machinery and equipment</li> <li>vessel cooling heat exchanging systems and equipment</li> </ul> </li> </ul>	Based on SME advice, the suggested changes have been made in the KE.	
<ul> <li>Industry SA x</li> <li>2, RTO NSW,</li> <li>WA industry,</li> <li>Association/IR</li> <li>C member SA</li> </ul>	Assessment Conditions • physical conditions: • a commercial winery <del>or an environment that accurately</del> represents workplace conditions	Based on SME advice, the suggested changes have been made in the AC.	
FBPCEL4004 Coordinate general cellar operations processes			
• RTO NSW, RTO SA, Industry SA X 2	Considers the final draft to meet the needs of industry.	Thank you for the feedback. Your support is noted.	
<ul> <li>Industry SA x</li> <li>2, RTO NSW,</li> <li>WA industry,</li> <li>Association/IR</li> <li>C member SA</li> </ul>	Title FBPCEL4004 <del>5</del>	Unit code corrected.	
Industry SA x 2, RTO NSW, WA industry, Association/IR C member SA	<ul> <li>Knowledge evidence</li> <li>general operating principles, workplace procedures for safe operation of machinery and equipment, related to at least four general cellar operations including: <ul> <li>vessels including tanks and/or barrels</li> <li>vessel cooling systems and equipment</li> </ul> </li> <li>the interrelationships between cellar operations and previous and</li> </ul>	Based on SME advice, the suggested changes have been made in the KE.	

Industry SA x 2, RTO NSW, WA industry, Association/IRC member SA	Assessment Conditions • physical conditions: • a commercial winery or an environment that accurately represents workplace conditions	Based on SME advice, the suggested changes has been made in the AC
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