HIGH VOLUME PRODUCTION BAKING PROJECT

FBP Food, Beverage and Pharmaceutical Training Package
Version 6.0 Case for Endorsement - Part 3 of 3

Food, Beverage and Pharmaceutical
Industry Reference Committee
and
Pharmaceutical Manufacturing
Industry Reference Committee

Skills Impact - Skills Services Organisation

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1. Administrative details of the Case for Endorsement

*Refer to **Attachment A** for the title and code for each of the training package components that are submitted for approval, and an indication of whether these are updated (including equivalence or non-equivalence status), new or deleted products.*

The *FBP Food, Beverage and Pharmaceutical Training Package Version 6.0* Case for Endorsement comprises three parts:
- Part 1 - Food and Beverage Processing, and other related updates
- Part 2 - Flour Milling
- Part 3 - High Volume Production Baking.

1.1 Case for Change details

The Case for Change (Reference number: Skills Impact/TPD/2020-21/001) was approved on 12 August 2020. The requirements set by the Australian Industry and Skills Committee (AISC) in relation to the training package development work for the Review of High Volume Production Baking are:

- Review and delete one qualification
- Review three units of competency
- Develop up to three new units of competency
- Develop up to one new skill set

A request to change the Activity Order was approved by the Food, Beverage and Pharmaceutical Industry Reference Committee and submitted to the Department of Education, Skills and Employment on 19 November 2020. The change requested an increase from 3 new units to 13 new units. This additional work was approved by DESE on 10 December 2021.

Note: During the consultation phase of the *Food and Beverage Processing Project* (FBP V6 Case for Endorsement Part 1) it became apparent that some units of competency under review were entwined with other qualifications in the FBP Training Package, namely the *Certificate III in Plant Baking* and *the Certificate IV in Flour Milling* and the accompanying proposed projects. The complexity and interconnectedness of these units of competency meant that changes made in either of the proposed new projects would impact components in the *Food and Beverage Processing Project* (and vice versa).

To avoid unnecessary negative impacts to RTOs and industry by having multiple updates to qualifications and units of competency in a short space of time, some components were transferred from the Food and Beverage Processing Project to the Flour Milling or Plant Baking Projects. All projects have been submitted for endorsement as part of FBP Food, Beverage and Pharmaceutical Version 6.0, along with other additional components that have been impacted by these changes.

1.2 Timeframes and delays

The High Volume Production Baking Project was delivered in accordance with the agreed timeframe. Acceptance by the Commonwealth of the Case for Endorsement is scheduled for 30 June 2021.

2. Changes to training products and how these will meet the needs of industry

*Refer to **Attachment B** for information on how the proposed updates to qualifications will better support job roles in industry.*

Research of endorsed Plant Baking related training components on the national system revealed that the existing qualification and units of competency could be significantly improved to reflect current industry practices, terminology and skill gaps within the industry.

Key messages from industry experts engaged at the consultation phase:
- Strong support to retain a Certificate III qualification in production baking
    - Stakeholders agreed there remains a need for an industry specific qualification at AQF level 3.
    - Stakeholders agreed that the current FBP30217 Certificate III *in Plant Baking* does not meet the needs of industry, because it only addresses bread baking, which possibly explains why this qualification has very low enrolments.
    - Initial thinking was that this qualification could be merged into the updated FBP30121 *Certificate III in Food* Processing. However, further research identified high numbers of planned enrolments (around 150 see **Attachment G** for Letter of Support), and a need for a specific qualification in high volume production baking to meet the needs of all production or plant bakers.
- Strong support to develop a suite of units to cater for all sectors of high volume baking:
    - Subject matter experts consulted agreed there was a need to develop several new units of competency to cover skills needed for the production of pastry, cakes and biscuits as well as bread. Stakeholders agreed that these should include technical units to highlight the importance of a sound knowledge of basic ingredients, their functions and interactions.
- Revision of qualifications to better align job roles and correct AQF alignment:.
    - The *Certificate III in High Volume Baking* was developed. This updated qualification incorporates units covering skills and knowledge across all four sub sectors mentioned above to allow flexibility and movement within the industry.
- Development of units of competency to better address skills gaps at the appropriate AQF level and provide a base for the redeveloped qualification
    - Nine new units of competency were created to fill skills gaps identified in current training programs and to meet the new and emerging needs of all four sub sectors of the high volume plant baking industry, including two technical units.
- Revision of units to make fit for purpose:
    - Three existing units of competency with a bread focus were reviewed and updated.
    - 13 units of competency, that were originally part of the scope of the *Food and Beverages Processing project* were further reviewed and updated or merged, as part of this *High Volume Production Baking project.*
    - All units have been refined to ensure they match the work currently carried out in high volume baking. Units have had:
        - Unit Application clarified
        - Elements and Performance Criteria refined to suit current work
        - Foundation Skills clarified and refined to ensure their relevance to the job task
        - Performance Evidence refined to be clear and succinct, and meet the requirements of current work
        - Knowledge Evidence refined to ensure it is clear and relevant to current work
        - Assessment Conditions refined to specify clear conditions that must be in place for assessment to proceed.
    - New and revised units developed though the FBP Food and Beverages Processing project have been incorporated into the revised qualification, to cover the need for skills and knowledge around allergen management, traceability and good manufacturing practice. Refer to Case for Endorsement Part 1.

Case for Change Requirements		Components for Endorsement in FBP V6 CfE Part 3
High Volume Production Baking (includes Case for Change variation)	- Review 1 qualification (Certificate III in Plant Baking) - Review 3 units of competency - Create up to 13 new units of competency	1 reviewed qualification 24 units of competency: 15 reviewed units of competency, including 2 merged and realigned to suit industry needs. 9 newly created units.
Food and Beverage Processing (carried over)	Review 13 units (carried over from Food and Beverage Processing)	

3. Stakeholder consultation strategy

Refer to **Attachment C** *for:*
- *list of stakeholders that actively participated in consultation on the project*
- *summary feedback provided by stakeholder type and the IRCs response to this feedback*
- *summary of issues raised during stakeholder consultation and the IRCs response to these issues*

3.1 Identification of stakeholders

Key stakeholders in this *High Volume Production Baking project* (members of the National Baking Industry of Australia) were originally involved in the *Food and Beverage Processing Project* and transferred across to this project. Additional stakeholders were also identified and targeted for participation:
- IRC and Subject Matter Expert Working Group (SMEWG) members' recommended key stakeholders
- RTOs with Plant Baking Qualifications on their scope of registration
- Unions with relevant food processing/production coverage
- Members of relevant associations
- Participants from previous *FBP* projects
- Attendees at industry-specific conferences and seminars
- Stakeholders recommended by other stakeholders in their industry/organisational networks

3.2 Strategies for engaging stakeholders

Consultation activities included:
- Stakeholders identified as potentially having an interest in the project were contacted via phone or email at the start of the project in August/September 2020. These stakeholders were kept informed throughout project development.
- A SMEWG was created to provide input, advice and feedback throughout all stages of development, including sourcing additional stakeholders
- A project page was set up on the Skills Impact website (https://www.skillsimpact.com.au/food-beverage-and-pharmaceutical/training-package-projects/high-volume-production-baking-project/), containing information about the project together with progress updates
- News articles and stories in Skills Impact newsletters throughout the project. These were distributed to the Skills Impact database of subscribers and on the Skills Impact website as news articles and were shared on the Skills Impact Twitter and LinkedIn accounts
- IRC members were updated throughout the project and in turn, they informed their industry networks.
- Monthly emails and newsletters were sent to state and territory training authorities, VET regulators, industry training advisory bodies (ITABs) and other stakeholders to keep them informed of the project's progress.
- Messaging about project in external publication: Australian Food & Grocery Council SciTech News
- Two SMEWG and functional analysis workshops were held with the first focusing on bread and the second on pastry, cakes and biscuits
- First draft consultation - online workshops, feedback hub and webinars
- Validation surveys and online workshop
- Two consultation webinars were held to cater for those who preferred to be shown through the documentation rather than read the information online.
- Feedback continued to be sought throughout the project. Interested stakeholders were regularly invited to provide feedback on draft components. A variety of methods to review drafts were made available; the project webpage link connected to the feedback hub, emails with drafts attached were sent, follow up emails and phone calls made.

Note: Face-to-face consultation workshops and site visits did not take place due to Covid-19 restrictions.

3.3 Participation by different types of stakeholders

A determined effort was made to ensure the stakeholders in this project included representatives from all sub sectors of high volume baking. It was imperative that producers of pastries, cakes and biscuits were represented as strongly as those who produce bread.

Stakeholders included:
- Key industry associations
- Key industry employers
- Expert individuals and groups
- Unions
- RTO managers and staff (including those delivering existing qualifications)
- State and Territory Training Associations

Interested stakeholders were regularly invited to provide feedback on draft components. A variety of methods to review drafts were made available; the project webpage link connected to the feedback hub, emails with drafts attached were sent, follow up emails and phone calls made. A discerned effort was made to ensure stakeholders from rural, regional and remote areas, from all states and territories could participate, regardless of their access or ability to use technology.

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

	ACT	NSW	NT	Qld	SA	Tas	Vic	WA	National
Employers (Non-IRC)		🟩	🟩	🟩	🟩		🟩	🟩	
Government department					🟩			🟩	
Industry Reference Committee (IRC) Representatives		🟩		🟩					🟩
Peak Industry Bodies		🟩		🟩				🟩	🟩
Registered Training Organisations (RTO)		🟩		🟩	🟩		🟩		
Regulators	Not applicable								
State and Territory Training Authorities (STAs)							🟩	🟩	
Training Boards/Other			🟩	🟩			🟩		
Unions							🟩		🟩

*Potential stakeholders were contacted in ACT and TAS, there were several opportunities for engagement. While there was no direct participation from ACT and TAS, their interests were represented by national associations. See **Attachment C** for details of stakeholder feedback.

4. Evidence of industry support

4.1 Industry support

Industry representatives were involved at all stages of this project. The SMEWG comprised representatives from the National Baking Industry Australia, Baking Industry Training Australia Baking Industry Employees Association of WA, and industry employers and employees. There was constant interaction between industry stakeholders and the project development team.

Online meetings and webinars were held in place of face-to-face meetings due to Covid-19 restrictions and several direct telephone and email discussions occurred throughout the project. Industry representatives were present at all meetings. (Refer to 3.2 for a full list of consultation activities).

During the validation phase of this project stakeholders were invited to complete an online survey to show their support for each of the training components. For those who preferred, there was also an option to communicate concerns via email or telephone. Extensive emails and telephone conversations took place.

Key messages from validation.
- Confirmation that the nine newly created units are fit for purpose.

- Particularly strong support for the two Technical (TEC) units created.
- Unanimous support for the re-titled, *Certificate III in High Volume Baking*, and confirmation that this qualification suits the needs of industry and caters well for all four sub sectors of the industry.
- Strong support for the inclusion of *FBPFSY3004 Participate in traceability activities, FBPTEC3005 Work with bakery ingredients, their functions and interactions* and *FBPTEC3006 Work with flours and baking additives*, in the core of the revised qualification.
- Affirmation that the decision to retain and update the *Certificate III in High Volume Baking* will assist the industry to grow and thrive.
- Confirmation that these components will be put on scope and used by industry as soon as they are available.

Feedback received after the official closing date above was also considered and integrated into the final drafts.

51 individuals provided feedback throughout this project; 27 represented employers and five represented peak industry bodies, two of whom also represented the IRC. Support during the consultation was strong, with stakeholders satisfied their opinions were heard. 100% of the individuals engaged in this project supported the proposed changes. Twenty three of these 51 provided support for the finalised components presented for validation. Refer to **Attachment F** for Letters of Support. Sixteen of these 23 individuals represented peak industry bodies, major high volume production bakeries and/or the IRC. Five business owners were actively engaged throughout this project.

The detail of this feedback is documented in the feedback registers compiled for each stage. See **Attachment C**.

4.2 Engagement of States and Territories

- Monthly emails and newsletters were sent to state and territory training authorities, VET regulators, industry training advisory bodies (ITABs) and other stakeholders to keep them informed of the project's progress.
- All public consultation and validation phases included online webinars to allow stakeholders from all states and territories to participate and contribute to the project.
- Additional engagement took place at each phase of consultation with representatives from states and territories who are more directly impacted by the outcomes of the project.
- Representatives from national associations were actively involved throughout the project. Although Tasmanian and ACT stakeholders not direct participants, interests were represented by national associations.

4.3 Mitigation strategies

The qualification has been revised to be a better fit with current industry needs and job roles. It is envisaged that there will be more industry support for the qualification and units of competency now that the components have been reviewed and updated to meet current industry practices and terminology.

To ensure training providers are aware of the subsequent need to update training materials and support documents, the draft components were presented with temporary codes and the impending changes were specifically referred to in workshops and webinars.
- The following has been discussed:
  - Components are now fit-for-purpose with regard to job roles as a result of:
    - addressing emerging knowledge and skill gaps
    - the review of the Certificate III in Plant Baking to produce the Certificate III in High Volume Baking
    - the addition of nine newly created units of competency to address skills gaps in the production of cakes, pastries and biscuits as well as bread.
    - the review of three existing bread units of competency
- No components are proposed for deletion through this project.

All changes have been communicated to stakeholders to ensure there is broad understanding of the impact.

4.4 Letters of industry support

Letters of support have been received from seven employers and two peak bodies, and can be found in **Attachment G**. Support has been provided by the following organisations:

Name	Organisation	Stakeholder Group
Bass Wakim	Heather Brae Shortbreads Pty Ltd	Employer (Non -IRC)
Chris Moltzer, Daniel Vriesen & Gerard Congues	Tip Top Bakeries	Employer (Non – IRC)
Gary Hart	Kez's Kitchen Pty Ltd	Employer (Non – IRC)
Ian Ireland	Gold Coast Bakeries Pty Ltd	Employer (Non – IRC)
Jim Galea	ARYZTA	Employer (Non – IRC)
Lindsay Weber	Homestyle Bake Pty Ltd	Employer (Non – IRC)
Tahlia Holbrook (Consultation)	George Weston Foods	Employer (Non – IRC)
Tahlia Holbrook (Validation)	George Weston Foods	Employer (Non – IRC)
Karel Van Styn	Baking Industry Employers Association of WA	Peak Industry Body
Mark Dennien	National Baking Industry Association	Peak Industry Body

5. Dissenting views

5.1 Dissenting views/issues raised

No outstanding issues remain – all issues raised during this project were considered, addressed, and resolved.

5.2 Rationale for approval

No outstanding issues remain – all issues raised during this project were considered, addressed, and resolved.

6. Reports by exception

No reports by exception

7. Mandatory Workplace Requirements

*Refer to **Attachment D** for a list of the units of competency, the MWR, the rationale for this, and evidence of employer support for this requirement.*

There are no Mandatory Workplace Requirements in any of the proposed units in this project. All units must be assessed in a workplace or an environment that reflects a real workplace, and is set up with the appropriate equipment, systems and guiding procedures and that reflect an actual workplace.

8. Implementation of the new training packages

8.1 Implementation issues

No implementation issues have been raised by states or territories or any other stakeholders.

In addition:

- Stakeholders from Tip Top bakeries and Training and Quality Management Services (TQMS), have current enrolments in these components and have been engaged throughout all stages of project development.
- The new units created to address gaps in training are a result of specific stakeholder feedback.
- Revised units that are deemed 'Not equivalent' have had additional requirements added to ensure they meet the needs of current work.

8.2 Potential for traineeship or apprenticeships.

Qualification	Delivery recommendation	Nominal Duration
FBP31121 Certificate III in High Volume Baking	Apprenticeship	1-2 years. Up to 4 years through indentured training/employment such as apprenticeship.

8.3 Occupational and licensing requirements

No components have specific occupational and/or licensing requirements.

8.4 Extension to transition period

Not applicable

9. Quality Assurance

The Case for Endorsement meets the following requirements:	
Standards for Training Packages 2012	☒
Training Package Products Policy	☒
Training Package Development and Endorsement Process Policy	☒
Companion Volume Implementation Guide is available and quality assured.	☒
*Copies of quality assurance reports are included in **Attachment F**.*	

10. Implementation of the Minister's priorities in training packages

*Refer to **Attachment E** for information on no enrolment and low enrolment qualifications reviewed as part of this project, and the outcomes of this review (i.e. product proposed for deletion or retention). **Attachment E** also includes the rationale for retaining no and/or low enrolment products when this is the proposal.*

Please include an explanation of how approval of the proposed training products will support the reform priorities for training packages agreed by skills ministers in November 2015 and October 2020:

Streamlining/rationalisation of training products	• Full review of *FBP30217 Certificate III in Plant Baking* to create *FBP30221 Certificate III in High Volume Baking*. • Merged *FBPOPR2025 Manufacture extruded and toasted products* with *FBPOPR2026 Operate a forming or shaping process* to create *FBPHVB3006 Operate and monitor a forming or shaping process*.

	• Nine new units were created. Existing units in the Retail Baking and Plant Baking sectors were considered unsuitable for current high volume production baking work. • Best use has been made of existing cross-industry, communication and work and participation units from other training packages to prevent duplication across multiple training packages. **Changes to the net number of units and qualifications in the training package** • If the products from all projects in the *FBP Food, Beverage and Pharmaceutical Training Package Version 6.0* Cases for Endorsement are approved, the number of units in the FBP Training Package will decrease by 3 (from 446 to 443 units) and the number of qualifications will reduce from 25 to 22.
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	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.
Ensure the training system better supports individuals to move more easily between related occupations	• The core units in the updated qualification have been revised to include skills and knowledge about food safety, good manufacturing practice, traceability, numeracy, work health and safety and underpinning skills to work with bakery ingredients. Group B electives include a range of options that can be chosen to cover optional technical/operator tasks, packaging, food safety, foundation skills, digital literacy skills, manufacturing, competitive systems, stock control and receival and despatch operations. • The suite of skill sets and qualifications within the FBP Food, Beverage and Pharmaceutical Training Package allows a range of 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.
Improve the efficiency of the training system by creating units that can be owned and used by multiple industry sectors **Foster greater recognition of skill sets and work with industry to support their implementation**	• Whilst the new units created in this project are specific to high volume baking, all sub sectors of high volume baking are catered for and some units remain generic to enable them to be contextualised for various baked products. • No skill sets have been reviewed or developed in this project.

11. A link to the full content of the proposed training package component(s)

A link to the training package components proposed for endorsement is included here.
https://www.skillsimpact.com.au/food-beverage-and-pharmaceutical/training-package-projects/high-volume-production-baking-project/

This Case for Endorsement was agreed to by the FBP, Food, Beverage and Pharmaceutical IRC

Name of Chair	Fiona Fleming
Signature of Chair	*F Fleming*
Date	28 April 2021

This Case for Endorsement was also agreed to by the Pharmaceutical Manufacturing IRC

Name of Chair	Paul MacLeman
Signature of Chair	*Paul MacLeman*
Date	28 April 2021

Attachment A: Training products submitted for approval

Please set out in the table below, the training products submitted for approval, including showing whether this is an updated, new or deleted product.

Training Product Code	Training Product Name	Type	For existing products, equivalence/non-equivalence status	For updated products, rationale for equivalence/non-equivalence status
Qualifications				
FBP31121	Certificate III in High Volume Baking	**Updated**	Not Equivalent	Number of core units changed Packaging rules updated Elective units updated
Units of competency				
FBPHVB2001	Freeze and thaw dough	**Updated**	Equivalent	Unit sector code and unit title updated to better match work task Minor change to unit Application Minor changes to Performance Criteria to clarify task Foundation skills refined CSfW information removed Performance Evidence clarified Minor changes to Knowledge Evidence to clarify requirements and Assessment
FBPHVB3001	Operate and monitor a cooling and wrapping process	**Updated**	Not equivalent	Unit sector code and unit title updated to better match work task Emphasis on slicing changed to wrapping for broader coverage Change to wording in unit Application Minor changes to Performance Criteria 1.1, 1.2, 1.3, 2.2, 2.3 and Element 2 PC 1.1, 1.4 and 1.8 removed PC 1.6 added Foundation skills refined

				CSfW information removed Performance Evidence clarified Minor changes to Knowledge Evidence and Assessment Conditions to clarify requirements
FBPHVB3002	Operate and monitor a laminated pastry production process	**Updated**	Not equivalent	Unit title and code updated to better match complexity of work task Focus of unit changed to laminated pastry Change to wording in unit Application Minor changes to Performance Criteria 1.1, 1.2, 1.3, 2.2, 2.3 and Element 2 PC 1.1, 1.4 and 1.8 removed PC 2.4 and 2.5 added Element 4 added Foundation skills refined CSfW information removed Performance Evidence clarified Minor changes to Knowledge Evidence and Assessment Conditions to clarify requirements
FBPHVB3003	Operate and monitor a pastry forming and filling process	**Updated**	Not equivalent	Unit title and code updated to better match complexity of work task Change to wording in unit Application Minor changes to Performance Criteria 1.1, 1.2, 1.3, 2.2, 2.3 and Element 2 PC 1.1, 1.4 and 1.8 removed Element 4 added Foundation skills refined CSfW information removed Performance Evidence clarified Minor changes to Knowledge Evidence and Assessment Conditions to clarify requirements
FBPHVB3004	Manufacture wafer products	**Updated**	Not equivalent	Unit code updated to better match complexity of work task Change to wording in unit Application Minor changes to Performance Criteria 1.1, 1.2, 1.3, 1.6, 1.7 2.3, 3.1, 3.2, 3,3 and wording of Element 2

				PC 2.6 and 3.4 added
				PC 1.4, 1.5 and 1.8 removed
				Element 4 added
				Foundation skills refined
				CSfW information removed
				Performance Evidence clarified
				Minor changes to Knowledge Evidence to clarify requirements and Assessment Conditions
FBPHVB3005	Operate and monitor a donut making process	**Updated**	Not equivalent	Unit title and code updated to better match complexity of work task
				Change to wording in unit Application
				References to finishing removed
				Minor changes to Performance Criteria 1.1, 1.2, 1.3, 2.1, 2.2, 2.6 and Element 2
				PC 1.1, 1.4 and 1.8 removed
				Element 4 added
				Foundation skills refined
				CSfW information removed
				Performance Evidence clarified
				Minor changes to Knowledge Evidence and Assessment Conditions to clarify requirements
FBPHVB3006	Operate and monitor a forming or shaping process	**Updated**	Not equivalent	Unit merged into FBPHVB3006 Operate and monitor a forming or shaping process
				Unit code updated to better match work task
				Minor changes to wording of Elements 2, 3 and 4
				Minor changes to Performance Criteria 1.1, 1.2, 1.3, 1.6, 2.1, 3.3, 4.4
				Element 5 added
				PC 1.5 and 4.3 added
				Foundation skills refined
				CSfW information removed
				Performance Evidence clarified

				Minor changes to Knowledge Evidence to clarify requirements and Assessment Conditions
FBPHVB3007	Manufacture crisp breads	**Updated**	Not equivalent	Updated unit code to better match complexity of work task Updated unit title References to 'rye' removed throughout Minor change to wording in unit Application Minor changes to Performance Criteria 1.1, 1.2, 1.3, 2.2, 2.5 and wording of Element 2 PC 1.6 and 2.4 added PC 1.1, 1.3 and 1.8 removed Element 4 added Foundation skills refined CSfW information removed Performance Evidence clarified Minor changes to Knowledge Evidence to clarify requirements and Assessment Conditions
FBPHVB3015	Operate and monitor a griddle production process	**Updated**	Not equivalent	Updated unit code and title to better match work task Change to wording in unit Application Minor changes to Performance Criteria 1.1, 1.2, 1.3, 2.2, 2.3 and wording of Element 1 PC 1.1, 1.4 and 1.8 removed, Element 3 added Foundation skills refined CSfW information removed Performance Evidence clarified Minor changes to Knowledge Evidence and Assessment Conditions to clarify requirements
FBPHVB3016	Operate and monitor a cooling, slicing and wrapping process	**Updated**	Equivalent	Minor changes to Performance Criteria to clarify task Foundation skills refined CSfW information removed Performance Evidence clarified

				Minor changes to Knowledge Evidence to clarify requirements and Assessment Conditions
FBPHVB3017	Operate a bread dough mixing and development process	**Updated**	Not equivalent	Updated unit code and title to better match work task Minor changes to Performance Criteria 1.1, 1.2, 1.3, 2.3, 2.4 and Element 2 PC 1.6, and 3.4 removed Element 4 added Foundation skills refined CSfW information removed Performance Evidence clarified Minor changes to Knowledge Evidence and Assessment Conditions to clarify requirements
FBPHVB3018	Operate a final prove and bread baking process	**Updated**	Not equivalent	Updated unit code and title to better match work task Minor changes to Performance Criteria 1.2, 1.3, 2.3, 2.4 and Element 2 PC 1.6 removed Element 4 added Foundation skills refined CSfW information removed Performance Evidence clarified Minor changes to Knowledge Evidence and Assessment Conditions to clarify requirements
FBPHVB3019	Operate a bread dough make up process	**Updated**	Not equivalent	Updated unit code and title to better match work task Minor changes to Performance Criteria 1.2, 1.3, 2.3 and Element 2 PC 1.6 removed Element 4 added Foundation skills refined CSfW information removed Performance Evidence clarified Minor changes to Knowledge Evidence and Assessment Conditions to clarify requirements

FBPOPR2097	Operate a depositing process	**Updated**	Equivalent	Minor changes to Performance Criteria to clarify task PCs in Element 2 re-ordered Foundation skills refined CSfW information removed Performance Evidence clarified Minor changes to Knowledge Evidence to clarify requirements and Assessment Conditions
FBPOPR3024	Operate and monitor an extrusion process	**Updated**	Equivalent	Unit title updated to include 'monitor' Unit code updated to better match complexity of work task Minor change to unit Application Minor changes to Performance Criteria to clarify task Foundation skills refined CSfW information removed Performance Evidence clarified Minor changes to Knowledge Evidence to clarify requirements and Assessment Conditions
FBPHVB3008	Operate and monitor a batter production process	**New**	Newly created	Not applicable
FBPHVB3009	Operate and monitor a non laminated pastry production process	**New**	Newly created	Not applicable
FBPHVB3010	Operate and monitor a pastry baking process	**New**	Newly created	Not applicable
FBPHVB3011	Operate and monitor the production of fillings	**New**	Newly created	Not applicable
FBPHVB3012	Operate and monitor a biscuit dough make up process	**New**	Newly created	Not applicable

FBPHVB3013	Operate and monitor a baking process	New	Newly created	Not applicable
FBPHVB3014	Finish baked products	New	Newly created	Not applicable
FBPTEC3005	Work with bakery ingredients, their functions and interactions	New	Newly created	Not applicable
FBPTEC3006	Work with flours and baking additives	New	Newly created	Not applicable

Attachment B: How qualification updates support job roles

Please use the table below to demonstrate how the proposed updates to qualifications will better support job roles.

Job role	Qualification	Proposed updates and how these better support the job role
Plant baker Production baker High volume baker	FBP31121 Certificate III in High Volume Baking	The qualification has been renamed to better reflect current work and current vocational language, and also to mark the change between the previous and revised qualifications. The core units have been revised to include skills and knowledge about food safety, good manufacturing practice, traceability, numeracy, work health and safety and underpinning skills to work with bakery ingredients. The bread-related units have been removed from the core and placed in the electives. The proposed core units can now be applied to work in any of the high volume baking sectors: bread, pastries, cakes or biscuits. New units have been developed to cover using bakery ingredients (core units) and a suite of new units have been added to Group A electives to cover the work carried out to produce pastries, cakes and biscuits. Group B electives include a range of options that can be chosen to cover optional technical/operator tasks, packaging, food safety, foundation skills, digital literacy skills, manufacturing, competitive systems, stock control and receival and despatch operations.

Attachment C: Stakeholder consultation

List of stakeholders that actively participated in stakeholder consultation for the project:

Name	Organisation	Title	Industry	Representation Type	State
Alice Lees	Baked Uprising	Bakery Owner	Baking	Employer (Non IRC)	NSW
Bass Wakim	Heather Brae Ltd	Owner/Managing Director	Baking	Employer (Non IRC)	VIC
Ben Thompson	Allied Pinnacle	General Manager	Milling	Employer (Non IRC)	NSW
Bryan Seears	Palmerston Bakery	Manager	Baking	Employer (Non IRC)	NT
Chris Moltzer	Tip Top Bakeries	Regional Quality and Compliance Manager	Bread Baking	Employer (Non IRC)	VIC
Daniel Vriesen	Tip Top Bakeries	Production Manager	Bread Baking	Employer (Non IRC)	VIC
Gary Hart	Kez's Kitchen	Operations Manager	Baking	Employer (Non IRC)	VIC
Gerard Congues	Tip Top Bakeries	Site Manager	Bread Baking	Employer (Non IRC)	VIC
Graham Lambourne	Gold Coast Bakeries (QLD) Pty Ltd	General Manager	Baking	Employer (Non IRC)	QLD
Ian Ireland	Gold Coast Bakeries (QLD) Pty Ltd	Operations Manager	Baking	Employer (Non IRC)	QLD
Irene Tan	George Weston Foods/Tip Top Bakeries	People & Performance	Bread Baking	Employer (Non IRC)	VIC
Jake Lowing	Mauri ANZ	Innovation and Marketing Manager	Bread Baking	Employer (Non IRC)	VIC
Jim Galea	Fresh Start Bakeries	Plant Manager	Bread Baking	Employer (Non IRC)	VIC
Lindsay Weber	Homestyle Bake	Owner/operator	Baking	Employer (Non IRC)	QLD
Marco Stampfli	Puratos Australia New Zealand	General Manager	Baking	Employer (Non IRC)	NSW
Matthew Legg	Tip Top Bakeries	Senior Manager	Bread Baking	Employer (Non IRC)	VIC
Rob Beatty	Suprima Bakeries	CEO	Baking	Employer (Non IRC)	NSW

Name	Organisation	Title	Industry	Representation Type	State
Robert Davies	Davies Bakery	Owner / Manager	Baking	Employer (Non IRC)	VIC
Sarah Pack	McCain Foods Australia	Sara Lee HR Manager	Baking	Employer (Non IRC)	VIC
Carolyn Gray	Nestle	HR Business Partner	Confectionary	Employer (Non IRC)	VIC
Chris Burton	Millers Foods	Mill Manager	Milling	Employer (Non IRC)	WA
David Eva	Manildra Group	Product Development Technologist	Baking	Employer (Non IRC)	VIC
Julie Gowen	McCain Foods Australia	Sara Lee - Learning and Development Advisor	Baking	Employer (Non IRC)	NSW
Kieron Nicholls	George Weston Foods	Learning Management Systems Transformation Manager - Tip Top	Training and Assessment	Employer (Non IRC)	VIC
Shane Wulf	Heather Brae Ltd	NPD Manager	Biscuit Baking	Employer (Non IRC)	VIC
Talia Holbrook	George Weston Foods	People and Performance Advisor	Bread Baking	Employer (Non IRC)	SA
Travis Dunkley	Millers Foods	Resource Planner	Milling	Employer (Non IRC)	WA
Karel Van Styn	Baking Industry Employers Association of WA	Owner/Management Business Consultant to Food Industry	Bread Baking	Peak Industry Body	WA
Tony Smith	Baking Association of Australia	Executive Officer	Baking	Peak Industry Body	NSW
Mark Dennien	National Baking Industry Association (NBIA)/Kialla Pure Foods	Vice President	Baking/Milling	Peak Industry Body/Employer (Non IRC)	National/QLD
Fiona Fleming	Australian Institute of Food Science and Technology	Managing Director	Food Science and Technology	Peak Industry Body/Industry Reference Committee	National/NSW
Dean Swindells	Australian Technical Millers Association /National Baking Industry Association (NBIA)	Industry Assessor/Trainer	Baking/Production Baking and Grains / Milling	Peak Industry Body/Industry Reference Committee/ RTO	National/QLD
Adam Hazell	Training and Quality Management Services Pty Ltd (TQMS)	Trainer	Baking Training and Assessment	RTO	VIC

Name	Organisation	Title	Industry	Representation Type	State
Angela Tsimiklis	William Angliss Institute	Program Leader - Patisserie and Bakery	Baking Training and Assessment	RTO	VIC
Ashley Schmidt	TAFE SA	Teacher	Baking Training and Assessment	RTO	SA
Cary Burnett	William Angliss Institute	Teacher	Baking Training and Assessment	RTO	VIC
Dean Tilden	TAFE NSW	Teacher	Baking Training and Assessment	RTO	NSW
Debra Tadday	William Angliss Institute	Bakery and Patisserie Teacher	Baking Training and Assessment	RTO	VIC
John Price	Training and Quality Management Services Pty Ltd (TQMS)	Director	Baking Training and Assessment	RTO	VIC
Lani Houston	TAFE NSW	Industry Relationship Lead - Food	Food and Beverage Training	RTO	NSW
Lindsay Anderson	William Angliss Institute	Teacher	Food and Beverage Training and Assessment	RTO	VIC
Suzanne Robertson	TAFE NSW	Industry Relationship Lead, Cuisine	Bakery Product Manufacturing	RTO	NSW
Lucinda Pita	Department of Training and Workforce Development	Senior Program Officer	State Government	State and Territory Training Authorities (STAs)	WA
Paul Saunders	Chisholm Institute	Executive Officer	General Manufacturing	State and Territory Training Authorities (STAs)	VIC
Paul Etheredge	Food, Fibre & Timber Industries Training Council (WA)	Project Manager	ITAB	Training Board/Other	WA
Wayne Lee	Australian Industry Group Queensland	Queensland Industry Skills Adviser Manufacturing	Manufacturing (ITAB)	Training Board/Other	QLD
Yvonne Webb	Industry Skills Advisory Council, NT ISACNT	Training Package Development	Manufacturing (ISAC)	Training Board/Other	NT
Andrew Giles	United Workers Union	Union Organiser	Food and Beverage	Union	VIC
Jason Hefford	Australian Manufacturing Workers' Union	National Food Secretary	Food and Confectionary	Union	National/VIC

Name	Organisation	Title	Industry	Representation Type	State
Martin de Rooy	United Workers Union	Industrial Officer	Food and Confectionary	Union	VIC
Neil Houghton	Tip Top Bakeries	Plant Baker at Tip Top Bakeries, UWU member/rep	Bread Baking	Union	VIC

Summary of Feedback by Stakeholder type:

Stakeholder Type	Key Feedback Points	Actions Taken to Address Feedback
Industry Reference Committee (IRC) Representatives	Key discussion points from the IRC included: • deleting the Certificate III in Plant Baking and adding a specialisation to the Certificate III in Food Processing • ensuring that a qualification in plant baking covers not only bread, but pastries, cakes and biscuits as well • ensuring the knowledge of baking ingredients is covered in detail • ensuring the detail included in fields of units is suitable, appropriate and accurate and accurately reflects job tasks.	• Certificate III in Plant Baking revised and renamed to highlight the change to a current and relevant qualification that meets the needs of industry • New elective units developed to cover job tasks that cover the production of pastries, cakes and biscuits • Two new core units developed to cover skills and knowledge related to using plant baking ingredients • Packaging rules of qualification allow for a focus on bread, cakes, pastries or biscuits • Detail in units refined until approved by members
Peak Industry Bodies	• Ensuring all sectors of high volume production baking are covered	• Units developed to cover pastries, cakes, biscuits, and bread units updated
Employers (Non-IRC)	• Ensuring the range of units included in the qualification cover all sectors of plant baking • Ensuring numbers included in Performance Evidence are reasonable and achievable	• Units developed to cover pastries, cakes, biscuits, and bread units updated • Detail in units and assessment requirements refined until approved by employers
Regulators	• NA	• NA
Registered Training Organisations (RTOs)	• Ensuring the core units are appropriate to high volume baking • Ensuring the packaging rules of the qualification are appropriate • Ensuring electives are appropriate	• Clarifying content of core and packaging rules until stakeholders satisfied that they are appropriate • Packaging rules of qualification refined • Units listed in electives refined
Training Boards/Other	• Ensuring the are no mandated work hours (or work placements) included	• No mandated hours or work placements included in units (or qualification)

State and Territory Training Authorities (STAs)	• Ensuring units all new units are included in qualifications • Ensuring qualification alignment meets the AQF • Ensuring foundation skills in units are reflective of what's required of the job task • Ensuring deleted units have no enrolments	• No orphan units included in project • Alignment of qualification/packaging rules checked (several times) to ensure match with AQF specifications • Foundation skills in units checked and refined
Unions	• Ensuring qualification alignment meets the AQF • Ensuring the range of units included in the qualification reflects actual job tasks across high volume baking	• Alignment of qualification checked (several times) to ensure match with AQF specifications

Summary of Issues raised during stakeholder consultation

Issue raised	Key Feedback Points	Actions Taken to Address Feedback
Some stakeholders felt strongly that Plant Baking and the associated qualification represented bread production only.	Plant baking refers to all products baked in large volumes. There are four main sub sectors: bread, cakes, pastry and biscuits. All sub sectors should be represented in the qualification. It is possible to select units relevant to all for the core and provide ample choice in the electives for all varieties of Plant bakers to be appropriately skilled.	The Certificate III in Plant Baking underwent a thorough review. The title was changed to reflect the major review with the Certificate III in High Volume Baking as the result. The revised qualification caters for all four sub sectors of high volume baking.
Concern about deleting the Certificate III in Plant Baking as it is in use by some bread producers.	This qualification, while not perfect is in use in major bread production plants. They currently work around issues with the existing qualification. It is possible for those already enrolled to complete the existing qualification, there will be a teach out time.	Concerned stakeholders were reassured there would be a teach out time. They were also pleased that a qualification that better suits the needs of industry is being developed.
Stakeholders raised concerns about the difficulty to include all four sub sectors in one general unit	How can we have one unit to teach baking of such a variety of products?	A request for an increase to the scope of the project to develop sector specific units was submitted and approved. Nine units were developed to cater for differences within the industry (bread, cakes, pastries and biscuits) including two ingredient focused units which have been included in the core.
Concern about ensuring students are trained using actual plant baking equipment.	It is important that this training takes place using current equipment, it would be best for training to occur on site.	The assessment criteria of all units include the statement that the physical conditions for assessment must be; • *a high volume production bakery or an environment that accurately represents workplace conditions*. Most training in this industry takes place in the workplace, the RTOs consulted work closely with industry.

Discussion on allergens and allergen control is needed.	Although baked goods are often seen as low risk, this is not correct as you can still get physical, chemical and microbiological contamination and allergenic cross-contact issues.	The core of the qualification contains three units of competency to address this concern. *FBPFSY3003 Monitor the implementation of food safety and quality programs, FBPFSY3004 participate in traceability activities and FBPFSY3005 Control contaminants and allergens in food processing.*

Attachment D: Mandatory Workplace Requirements in Training Products

Please set out in the table below training products which include a mandatory workplace requirement (i.e. which must be completed in a workplace)

Code/title	Description of the Requirement (e.g. work placement, assessment requirement)	Rationale for Inclusion	Evidence of employer support
	There are no Mandatory Workplace Requirements in any of the proposed units in this project.	There are no Mandatory Workplace Requirements in any of the proposed units in this project.	

Attachment E: No enrolment and low enrolment training products

No Enrolment:

Please set out in the table below those training products that have had no enrolments over the past three years for which data is available

Units of Competency		
Unit Code/ Name of Unit	**Proposed for retention/deletion**	**Rationale for Retention**
FBPPBK2003 Manufacture rye crisp breads	Retention New code and title applied; FBPHVB3007 Manufacture crisp breads	Unit reviewed, updated and recoded to better reflect the complexity of the work task and align with industry requirements. Removal of reference to 'rye' makes unit more generic to reflect current industry needs. Revised unit defined by industry as a requirement to satisfy an identified skills gap. Refer to Letters of Support in **Attachment G**
FBPPBK2004 Manufacture wafer products	Retention New code and title applied; FBPHVB3004 Manufacture wafer products	Unit reviewed, updated and recoded to better reflect the complexity of the work task and align with industry requirements. Revised unit defined by industry as a requirement to satisfy an identified skills gap. Refer to Letters of Support in **Attachment G**
FBPOPR2025 Manufacture extruded and toasted products	Retention New code and title applied; FBPHVB3006 Operate and monitor a forming or shaping process	Unit reviewed, updated and merged with FBPOPR2026 to reflect current industry requirements. Revised unit defined by industry as a requirement to satisfy an identified skills gap. Refer to Letters of Support in **Attachment G**

Low Enrolment:

Please set out in the table below those training products that have had low enrolments over the past three years for which data is available

Units of Competency		
Unit Code/ Name of Unit	**Proposed for retention/deletion**	**Rationale for Retention**

FBPPBK2001 Operate a cooling and slicing process	Retention New code and title applied; FBPHVB3001 Operate and monitor a cooling and wrapping process.	Unit reviewed, updated and recoded to better reflect the complexity of the work task and align with industry requirements. Revised unit defined by industry as a requirement to satisfy an identified skills gap. Refer to Letters of Support in **Attachment G**
FBPPBK2006 Operate a griddle production process	Retention New code and title applied; FBPHVB3015 Operate and monitor a griddle production process.	Unit reviewed, updated and recoded to better reflect the complexity of the work task and align with industry requirements. Revised unit defined by industry as a requirement to satisfy an identified skills gap. Refer to Letters of Support in **Attachment G**
FBPPBK3001 Operate a dough mixing process	Retention New code and title applied; FBPHVB3017 Operate a bread dough mixing and development process.	Updated to support current industry needs. Guaranteed future enrolments for bread making, supported by industry and RTOs who can provide evidence of current/future enrolments. Refer to Letters of Support in **Attachment G**
FBPPBK3002 Operate a final prove and baking process	Retention New code and title applied; FBPHVB3018 Operate a final prove and bread baking process.	Updated to support current industry needs. Guaranteed future enrolments for bread making, supported by industry and RTOs who can provide evidence of current/future enrolments. Refer to Letters of Support in **Attachment G**
FBPPBK3003 Operate a dough make up process	Retention New code and title applied; FBPHVB3019 Operate a bread dough make up process.	Updated to support current industry needs. Guaranteed future enrolments for bread making, supported by industry and RTOs who can provide evidence of current/future enrolments. Refer to Letters of Support in **Attachment G**
Qualifications		
Qualification Code/ Name of Qualification	**Proposed for retention/deletion**	**Rationale for Retention**
FBP30217 Certificate III in Plant Baking	Retention New code and title applied; FBP31121 Certificate III in High Volume Baking	Guaranteed future enrolments, supported by industry and RTOs who can provide evidence of current/future enrolments. Refer to Letters of Support in **Attachment G**

| | | The revised qualification caters for all four sub sectors of high volume baking, and more accurately reflects the needs of industry than the existing Certificate III in Plant Baking. |
| | | The Certificate III in Plant Baking is included on the Job Trainer eligibility list. |

Attachment F: Quality assurance reports

- Independent Quality Report
- Editorial and Equity Report

Independent Quality Report

(Note: this report addresses all 3 sections of the FBP Food, Beverage and Pharmaceutical Training Package Version 6.0 Case for Endorsement.)

Quality Report Template

Section 1 – Cover page

Information required	Detail
Training Package title and code	**Food, Beverage and Pharmaceutical Training Package V6.0**
Number of new qualifications and their titles[1]	**0**
Number of revised qualifications and their titles	19
Number of new units of competency and their titles	27
Number of revised units of competency and their titles	139
Confirmation that the panel member is independent of: • 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')	I confirm that I, Maree Thorne, am independent of: • the Training Package or Training Package components review (YES) • development and/or validation activities associated with the Case for Endorsement (YES) • undertaking the Equity and/or Editorial Reports for the training package products that are the subject of this quality report (YES)
Confirmation of the Training Packages or components thereof being compliant with the *Standards for Training Packages 2012*	**Yes, I confirm that the Training Package components for endorsement are compliant with the *Standards for Training Packages 2012***
Confirmation of the Training Packages or components thereof being compliant with the *Training Package Products Policy*	**Yes, I confirm that the Training Package components for endorsement are compliant with the *Training Package Products Policy***
Confirmation of the Training Packages or components thereof being compliant with the *Training Package Development and Endorsement Process Policy*	**Yes, I confirm that the Training Package components for endorsement are compliant with the *Training Package Development and Endorsement Process Policy***

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[1] When the number of training products is high the t*itles can be presented as an attached list.*

Information required	Detail
Panel member's view about whether: • 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 evidence, provided in the Cases for Endorsement (CfE) and verified on the Skills Impact project pages of the website, of the consultation and validation processes undertaken by the developer are fit for purpose and commensurate with the scope of the CfEs.** **It is the panel member's view that the estimated impact of the proposed changes is sufficient and convincing.** **Whilst there is a high volume of components proposed for endorsement, only four of the 19 qualifications and approximately 16% of the 139 revised units are determined to be not equivalent. Information in the implementation guide advises users of the changes and considerations for implementation where unit code changes may impact transition of existing enrolments.**
Name of panel member completing Quality Report	**Maree Thorne**
Date of completion of the Quality Report	**24 March 2021**

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)
Standard 1 Training Packages consist of the following: 1. AISC endorsed components: • qualifications • units of competency • assessment requirements (associated with each unit of competency) • credit arrangements 2. One or more quality assured companion volumes	*Yes*	The components of the FBP Food, Beverage and Pharmaceutical Training Package V6.0 proposed for endorsement in three Cases for Endorsement (CfE) (Food Processing, Flour Milling and High Volume Production Baking) meet the requirements of Standard 1, with the Training Package components consisting of: • 19 revised qualifications. Four qualifications have been reviewed; with unit codes updated and new units added to elective banks supported by the IRC in an additional 14 qualifications • 27 new, 138 revised and one IRC supported change to recode prerequisite, units of competency, each with associated assessment requirements. The FBP V6.0 Companion Volume Implementation Guide (CVIG) Part 1, page 8 states that there are currently no nationally applicable credit arrangements between any Skills Impact training package qualification and higher education qualification. The FBP Food, Beverage and Pharmaceutical Training Package CVIG comprises two parts: • Part 1 provides implementation advice and has been updated and quality assured in this process. • Part 2 includes component details and mapping information has been reviewed and quality assured in this process.

Standard 2	*Yes*	Skills Impact has complied with the requirements of the *Standards for Training Packages 2012* for the 19 revised qualifications, as well as the 27 new and 139 revised units of competency and their associated assessment requirements. Supporting evidence includes:
Training Package developers comply with the *Training Package Products Policy*		• Compliance with coding and titling of qualifications and units of competency. Where units of competency have undergone review with changes to performance criteria, knowledge or performance evidence or assessment conditions, codes have been changed to reflect, with minor changes to six units reflected in release versions
		• Determination of equivalence or not of the revised components was confirmed in quality assurance, and addressed in the CfEs
		• Pre-requisite units have been minimised with prerequisite units removed from six revised units of competency. Only one new unit of competency (FBPFSY4004 Provide accurate food allergen information to consumers) has a prerequisite requirement
		• The CfE confirms that units proposed for deletion meet the December 2019 updated Training Package Products Policy (TPPP) that the skills and knowledge are not required by industry (TPPP 5.2.1) and that processes have been undertaken per 12.6 TPDEPP to confirm there are no enrolments in components proposed for deletion
		• Packaging rules in the qualifications are clear and meet the requirements of the *Training Package Products Policy*, including imported units and use of elective groups, including specialisations. The CfEs indicate industry confirmation that the competencies are sufficient for a broad range of typical jobs in the industry sectors represented by the qualifications
		• The CVIG Part 1 includes information about access and equity including reasonable adjustment to accommodate learners with disabilities or particular needs
		• The CVIG Part 1 outlines how Foundation Skills have been addressed in units of competency and emphasises that RTOs must consider them as part of the training and assessment for each unit
		• Information about pathways, and qualification and unit mapping to inform users of changes to both equivalent and not equivalent units and new products is clearly provided in the CVIG
		• The availability of six new skill sets developed in the Food Processing (four) and Flour Milling (two) projects provide additional flexibility and pathway options for individuals and industry.
Standard 3	*Yes*	Each of the three CfEs in this quality assurance process provide detailed information about Skills

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
Training Package developers comply with the AISC *Training Package Development and Endorsement Process Policy*		Impact's development and endorsement processes of the draft components, including alignment to and compliance with ASIC's Activity Orders, and comprise three areas of project activity: • Food Processing (20-09) • Flour Milling (21-10) • High Volume Production Baking (21-11) The CfEs outline details of consultation undertaken and communication strategies with evidence of contributing personnel listed in Appendices. The CfEs identify impacts to face to face consultation and validation strategies during the development process such as travel restrictions, but support evidence of alternative processes via website, direct provision of components for feedback and direct telephone contact and individual consultation. The CfEs show evidence of efforts made to ensure national state/territory participation. Establishment of Subject Matter Expert Working Groups (SMEWG) for each project to initiate workforce functional analyses, site visits and face to face consultation where possible in the early project stages, as well as subsequent engagement with stakeholders via newsletters, emails and opportunities for web conferences is comprehensively detailed in the CfEs. Detailed summaries of feedback, responses and actions for two of the three projects were available on the Skills Impact website and were examined in the quality assurance process to validate stakeholder participation and agreement.
Standard 4 Units of competency specify the standards of performance required in the workplace	*Yes*	All 166 units of competency were reviewed. Skills Impact confirmed industry validated support for components where feedback provided in the quality assurance process was not adopted. The standards of performance required in the workplace are presumed to be confirmed through industry consultation during development.

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 5
 	
The structure of units of competency complies with the unit of competency template
	Yes	This quality report confirms that Editorial Report findings that:
		The structure of the 166 units (new, revised and IRC updates) complies with the unit of competency template specified in the Training Package Products Policy.
		• The coding and titling of the units comply with the unit of competency template and policy:
		  • the revised units have new codes and, in many cases, revised titles
		  • 8 units with minor changes retain the same code and are listed as Release 2
		• All units include a statement in the Application field relating to legislative and regulatory requirements. No occupational licensing or certification applies to any unit submitted
		• Foundation skills are described in the appropriate field utilising skills described in the Australian Core Skills Framework (ACSF).
		• The equivalence of each unit to the previous version is stated in the unit mapping information table.
		
		A prerequisite unit is also included appropriately in one unit of competency as required by the template.

Standard 6 Assessment requirements specify the evidence and required conditions for assessment	Yes	All Assessment requirements associated with the units of competency specify the performance evidence and knowledge evidence to be demonstrated for assessment, along with required conditions for assessment. Reference to frequency and volume (number of occasions etc) of Performance Evidence is stated, as are Assessment Conditions in relation to how evidence may be gathered and provision of necessary resources for meeting assessment requirements. Summary of Feedback in the CfEs (Food Processing and High Volume Production Baking) by employers identified requirement to ensure 'numbers included in Performance Evidence are reasonable and achievable' with developer's action/response that the 'detail in units and assessment requirements (was) refined until approved by employer'.

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 7 Every unit of competency has associated assessment requirements. The structure of assessment requirements complies with the assessment requirements template	*Yes*	This quality report confirms that Editorial Report findings that: All units of competency submitted for review have associated assessment requirements, which comply with the assessment requirements template. The assessment requirements have consistent breadth and depth across the suite of units. The performance evidence reflects workplace tasks and includes a volume and frequency requirement. Many units refer to completing a 'batch' of products. Detailed advice related to this is provided in the FBP Companion Volume Implementation Guide (FBP CVIG v6.0). The knowledge evidence specifies what the individual must know to perform the work tasks and the assessment condition field clearly specifies the conditions for gathering evidence.
Standard 8 Qualifications comply with the Australian Qualifications Framework specification for that qualification type	*Yes*	The QA process confirmed qualifications clearly specify packaging requirements to ensure AQF outcomes for qualifications can be met by the specified packaging rules and elective selection, with flexible elective selection prescribed by the wording: 'Elective units must ensure the integrity of the qualification's Australian Qualification Framework (AQF) alignment and contribute to a valid, industry-supported vocational outcome.'
Standard 9 The structure of the information for the Australian Qualifications Framework qualification complies with the qualification template	*Yes*	This quality report confirms the Editorial Report's comments that: The 19 qualifications (4 revised and 15 IRC updates) comply with the qualification template with all mandatory fields completed. • Coding and titling and the qualification description are appropriate. • One IRC updated qualification contains entry requirements. • The packaging rules are clearly articulated with electives grouped to indicate focus areas in many qualifications and the option of utilising 'specialisations' available in five qualifications at Certificate III and IV. The mapping table describes equivalence using wording outlined in the updated Training Package Products Policy (Dec. 2019).
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*	The FBP CVIG Part 1 indicates that no national credit arrangements exist at this time for the proposed qualifications.

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 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 training package components in this submission are accompanied by the FBP Food, Beverage and Pharmaceutical Training Package Companion Volume Implementation Guide (CVIG) Version 6.0 in two parts: Part 1: *Overview and Implementation* Part 2: *Component Details* The FBP CVIG V6.0 complies with the companion volume implementation guide template included in the 2012 Standards and was reviewed in this QA process, including for alignment to the CfEs and with the proposed endorsed components.
Standard 12 Training Package developers produce other quality assured companion volumes to meet the needs of their stakeholders as required.	*Not applicable*	

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/non compliance with the quality principle Please see examples of evidence in the *Training Package Development and Endorsement Process Policy*
Driven by industry's needs	Yes	The components for endorsement for the Food Processing, Flour Milling and High Volume Baking projects align to the Case(s) for Change approved by the AISC, and subsequent amendments approved and detailed in the CfEs. The CfEs provide detailed information about the extent of industry consultation and stakeholder engagement and narrative about the rationales for changes that occurred in the development of the revised qualifications and units. They outline involvement of the range of industry and other stakeholders, and detail changes made throughout the project to meet needs of those stakeholders.
Compliant and responds to government policy initiatives 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: • 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	Yes	The proposed components for endorsement respond to the COAG Industry and Skills Council's (CISC) training package reforms, specifically: • **foster greater recognition of skill sets** • **ensure that the training system better supports individuals to move easily from one related occupation to another** • **ensure obsolete and superfluous qualifications are removed from the system** The endorsed components will be supported by six new skill sets: • four in the Food Processing project and • two in the Flour Milling project. In the Food Processing project, five qualifications have been merged into three, with specialisations for specific occupational outcomes, but which enable individuals to move between related occupations within the broader industry of food/beverage processing. One qualification is proposed for deletion in the Flour Milling project due to industry preference for an existing internationally recognised (non-VET) qualification at this level.

individuals to move easily from one related occupation to another • improve the efficiency of the training system by creating units that can be owned and used by multiple industry sectors • foster greater recognition of skill sets		• **improve the efficiency of the training system by creating units that can be owned and used by multiple industry sectors** The proposed qualifications import units of competency from other training packages (HLT, SIR, BSB, TLI, MSS, MSM) to avoid sector specific duplication. A number of units (for example, FBPOPR2093 Operate an automated cutting process) have been made less specific to a particular industry segment to enable application in a broader range of applications. This includes Assessment Conditions specifying 'a workplace' but enabling flexibility as to the nature of the workplace to enable application of units across a broader range of environments. • **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** Components have been reviewed and updated to be inclusive of current industry emergent issues such as allergen management, clarification of terminologies (for example, contaminants) and industry standards and to add volume/frequency and assessment conditions to clarify the expectations of industry for users.
Reflect contemporary work organisation and job profiles incorporating a future orientation	Yes	Detailed information in the CfEs about drivers for the projects, discussions and decisions made by industry during development confirm new and revised components reflect contemporary job profiles and industry work, and components incorporate future orientation for these industries, including skills for emerging technologies and automation.

Quality principle 2: Support portability of skills and competencies including reflecting licensing and regulatory 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 *Training Package Development and Endorsement Process Policy*
Support movement of skills within and across organisations and sectors	Yes	Packaging rules in the qualifications enable flexibility in the selection of elective units to suit specific organisation or broader industry applications. Options to import units from other training packages enable movement within organisations, within each industry sector, and through inclusion of import units, to other sectors. Endorsed components will be supported by six new skill sets to provide entry, upskilling and skill movements within and across industry 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 *Training Package Development and Endorsement Process Policy*
Promote national and international portability	Yes	The CfEs indicate national consensus in the development of the components, which would support promotion of national portability of the components within and across these industries. Reference is made in the CfE that units have been developed to include national food safety legislation, codes of practice and standards and international standards including Good Manufacturing Practice (GMP) and relevant ANZ standards.
Reflect regulatory requirements and licensing	Yes	The CfEs indicate that there are no specific occupational licensing requirements for the Training Package components in these projects. As required by component templates, the following information is included in components to guide users: *No licensing, legislative or certification requirements apply to this unit [qualification/ skill set/unit of competency] at the time of publication* Or *Legislative and regulatory requirements apply to food safety and are enforced through state/territory jurisdictions. Users must check with the relevant regulatory authority before delivery.*

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 *Training Package Development and Endorsement Process Policy* |
|---|---|---|
| Reflect national consensus | Yes | The CfEs for the three projects detail the consultation that was conducted, and the changes made throughout the project to accommodate stakeholder views.
The CfEs all evidence a national consultation process providing stakeholders, including specific recognition of stakeholders from regional/remote areas, with a range of opportunities to participate via a number of communication channels (SMEWG, email and online, including for extended periods, direct engagement via site visits, newsletter alerts inviting feedback) to capture input on the endorsed components throughout the duration of the review.
The CfEs detail the range of national respondent stakeholders including industry participants, government representatives and training advisory associations, industry /content expert and training practitioners. The Summary of Feedback published for the projects, and letters of support provided in the CfEs from stakeholders across various states/territories support achievement of consensus for the validated components. |
| Recognise convergence and connectivity of skills | Yes | Units listed in the qualifications include imported units from other nationally endorsed training packages including from the AHC, BSB, FSK, HLT, MSL, MSM, MSS, SIR, TAE, and TLI Training Packages. Qualifications in each industry sector also include FBP units from other sectors and qualification levels. |

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 *Training Package Development and Endorsement Process Policy*
Meet the diversity of individual and employer needs	Yes	All qualifications include a wide range of elective options, and options to import from any other training packages or accredited courses, suitable to vocational requirements and context – which ensures that each qualification can be packaged to suit different settings and a range of employer and individual needs. As stated in the Equity Report and confirmed in the quality assurance process: • The qualifications submitted for endorsement include key skills and knowledge in the core that are applicable and transferable to a range of food processing sectors (for example: food safety, good manufacturing practice, traceability, work health and safety). • Many qualifications have electives grouped to indicate relevant areas of focus to assist with the selection of electives. Five qualifications provide the option of utilising 'specialisations' and detailed advice is provided in the FBP CVIG about choosing electives for specialisations in these qualifications. • The assessment requirements in the units specify that assessment must take place in a [relevant] workplace (i.e. food processing, high volume production bakery, grain processing) or an environment that accurately represents workplace conditions. This flexibility allows the assessment to occur in a range of different contexts. Detailed advice is provided in the FBP CVIG to support assessment in different contexts.
Support equitable access and progression of learners	Yes	The FBB CVIG includes a section that outlines the multiple pathways to gain qualifications and diagrams showing the possible pathways into, and from qualifications. Pathways into and skill advancement from qualifications is also supported by six new skill sets. Only one of the 27 new units of competency has a prerequisite requirement, and prerequisites have been removed from a number of other units in the review process. The code of one prerequisite unit in a non-reviewed unit was updated to ensure the most current version, a change supported by the IRC. As noted in the Equity Report, the inclusion of imported units is utilised in most qualifications to provide flexible options for workplaces and individuals. The packaging rules allow for additional units from other training packages to be imported as elective units. The use of FBP units across several sectors also allows for mobility across different food processing sectors.

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 *Training Package Development and Endorsement Process Policy* |
|---|---|---|
| Support learner transition between education sectors | Yes | Evidence demonstrating pathways and transition from entry level to higher qualifications is detailed in the Equity Report and the CVIG and confirmed in this Quality Report.
In the CfEs, qualifications recommended by the FBP IRCs as suitable for for apprenticeship or traineeship delivery are specified, whilst the FBP CVIG also identifies qualifications proposed as suitable for VET for secondary students.
The CVIG specifies that there are no national credit arrangements between the revised qualifications and Higher Education qualifications at the time of endorsement.
The six new skill sets provide opportunities to add to specialist skills to top up existing qualifications or enable induction to the industry and pathways into qualifications. |

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 *Training Package Development and Endorsement Process Policy* |
|---|---|---|
| Support implementation across a range of settings | Yes | Industry advice about delivery implementation, including access and equity issues and training pathways, is provided via the FBP CVIG V6.0 CVIG Part 1, which has been quality assured in this process and is ready for publication at the same time as the Training Package components.
The Equity Report confirms that the CVIG provides guidance around how Foundation Skills frameworks are applied by the developer and notes that all new and revised units have been updated to reflect Skills Impact's current policy to reference the Australian Core Skills Framework (ACSF) only.
Foundation Skills are included in the units of competency reviewed for endorsement where skills are not explicit in the performance criteria, and industry support for the validated components expressed in the feedback summaries and CfEs imply that they do not exceed foundation skills required in the workplace. |
| Support sound assessment practice | Yes | The draft Units of Competency and associated Assessment Requirements include reference to volume and frequency of Performance Evidence and include Assessment Conditions specifying how evidence must be gathered.
The assessment requirements are clearly written and align to the unit of competency elements and performance criteria. |

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 Training Package Development and Endorsement Process Policy*
Support implementation	Yes	The training package components provided for quality assurance were presented in full, and in a format required to comply with the National Register requirements for publication. The Editorial Report confirms that editorial suggestions made were incorporated or explained, and recommendations made in this quality assurance process have been similarly addressed by the developer, or where not, were confirmed to be supported by industry validation. Components contain links as required by the templates to the FBP CVIG 6.0 which has been updated to include all components being endorsed, has been quality assured in this process and is ready for publication at the same time as the Training Package components.

Attachment 1 – Training Package Components

Revised Qualifications - 19

*IRC supported changes to update unit codes of core and/or elective units and add new units to elective banks - 14
FBP10121 Certificate I in Food Processing
FPB10221 Certificate I in Baking*
FBP20121 Certificate II in Food Processing
FBP20221 Certificate II in Baking*
FPB20521 Certificate II in Wine Industry Operations*
FPB30121 Certificate III in Food Processing*
FBP30321 Certificate III in Cake and Pastry*
FPB30421 Certificate III in Bread Baking*
FPB30521 Certificate III in Baking*
FPB30721 Certificate III in Rice Processing*
FBP30921 Certificate III in Wine Industry Operations*
FBP31121 Certificate III in High Volume Baking*
FPB40221 Certificate IV in Baking*
FPB40321 Certificate IV in Food Processing*
FBP40421 Certificate IV in Food Science and Technology*
FBP40621 Certificate IV in Artisan Fermented Products*
FBP50121 Diploma of Food Science and Technology*
FBP50221 Diploma of Food Safety Auditing*
FBP50321 Diploma of Artisan Cheesemaking*

New Units of Competency – 27

FBPBEV3005 Operate and monitor juice processing
FBPBEV3006 Control and monitor fruit and/or vegetable washing and milling
FBPDPR3003 Control batch processing for powdered milk products
FBPFSY3004 Participate in traceability activities
FBPFSY4003 Perform an allergen risk review
FBPFSY4004 Provide accurate food allergen information to consumers
FBPFSY4005 Conduct a traceability exercise
FBPFSY5002 Develop an allergen management program
FBPFSY5003 Design a traceability system for food products
FBPFSY5004 Plan to mitigate food fraud
FBPGRA3030 Operate and monitor a reduction system
FBPHVB3008 Operate and monitor a batter production process
FBPHVB3009 Operate and monitor a non laminated pastry production process
FBPHVB3010 Operate and monitor a pastry baking process
FBPHVB3011 Operate and monitor the production of fillings
FBPHVB3012 Operate and monitor a biscuit dough make up process
FBPHVB3013 Operate and monitor a baking process
FBPHVB3014 Finish baked products
FBPOIL3009 Clean and mill olives
FBPOIL3010 Operate and monitor a malaxer
FBPOIL3011 Operate and monitor an olive oil separation process
FBPOIL3012 Operate and monitor storage of virgin olive oil
FBPOPR2096 Follow procedures to maintain good manufacturing practice in food processing
FBPOPR3020 Plan, conduct and monitor equipment maintenance
FBPOPR3021 Apply good manufacturing practice requirements in food processing
FBPTEC3005 Work with bakery ingredients, their functions and interactions
FBPTEC3006 Work with flours and baking additives

Revised Units of Competency – 139

* IRC supported change to update code of prerequisite unit
FBPBEV2004 Identify key stages and beer production equipment in a brewery
FBPBEV3001 Operate and monitor a wort production process
FBPBEV3002 Prepare and monitor beer yeast propagation processes
FBPBEV3003 Operate and monitor a brewery fermentation process
FBPBEV3004 Operate and monitor a beer filtration process
FBPBEV3007 Operate and monitor a beer maturation process
FBPBEV3008 Manufacture roast and ground coffee
FBPBPG1001 Pack or unpack product manually
FBPBPG2009 Operate a beverage packaging process
FBPBPG2010 Operate a case packing process
FBPBPG2011 Operate a fill and seal process
FBPBPG2012 Operate a packaging process
FBPBPG3010 Operate and monitor a carbonated beverage filling process
FBPBPG3011 Operate and monitor a high speed wrapping process
FBPBPG3012 Operate and monitor a form, fill and seal process
FBPCHE3003 Conduct cheese making operations
FBPCHE3004 Carry out processing for a range of artisan cheeses
FBPCHE3005 Operate and monitor a cheese pressing and moulding process
FBPCON2010 Operate an enrobing process
FBPCON2011 Operate a chocolate tempering process
FBPCON3001 Operate a complex chocolate depositing process
FBPCON3002 Operate and monitor a boiled confectionery process
FBPCON3003 Operate and monitor a chocolate conching process
FBPCON3004 Operate and monitor a confectionery depositing process
FBPCON3005 Operate and monitor a granulation and compression process
FBPCON3006 Operate and monitor a panning process
FBPCON3007 Operate and monitor a chocolate refining process
FBPCON3008 Operate and monitor a starch moulding process
FBPDPR2007 Operate a cooling and hardening process
FBPDPR3001 Operate and monitor a curd production and cutting process
FBPDPR3002 Operate and monitor a fermentation process
FBPDPR3004 Operate and monitor a butter churning process
FBPDPR3005 Operate and monitor a butter oil process
FBPEGG2003 Work on an egg grading floor
FBPEGG2004 Operate egg grading and packing floor equipment
FBPFAV2002 Apply hydro-cooling processes to fresh produce
FBPFAV3003 Conduct chemical wash for fresh produce
FBPFAV3004 Program fresh produce grading equipment
FBPFSY1002 Follow work procedures to maintain food safety
FBPFSY2002 Apply food safety procedures
FBPFSY2003 Maintain food safety when loading, unloading and transporting food
FBPFSY3002 Participate in a HACCP team (Release 2)
FBPFSY3003 Monitor the implementation of food safety and quality programs
FBPFSY3005 Control contaminants and allergens in food processing
FBPGRA3017 Operate and monitor a liquid, mash or block stock feed process
FBPGRA3018 Operate and monitor a pelleting process
FBPGRA3019 Prepare malted grain
FBPGRA3020 Blend and dispatch malt
FBPGRA3023 Operate and monitor grain conditioning
FBPGRA3024 Operate and monitor grain cleaning
FBPGRA3025 Receive and handle grain in a storage area
FBPGRA3026 Operate and monitor sifting and grading
FBPGRA3027 Monitor a purification system
FBPGRA3028 Monitor scratch and sizing
FBPGRA3029 Monitor a break roll
FBPGRA4005 Lead flour milling shift operations
FBPGRA4006 Control mill processes and performance

FBPGRA3021 Control batch processing for micronutrients or additives in stock feed
FBPGRA3022 Confirm feed product meets animal nutrition requirements
FBPGPS3001 Operate and monitor a creamed honey manufacture process
FBPHVB2001 Freeze and thaw dough
FBPHVB3001 Operate and monitor a cooling and wrapping process
FBPHVB3002 Operate and monitor a laminated pastry production process
FBPHVB3003 Operate and monitor a pastry forming and filling process
FBPHVB3004 Manufacture wafer products
FBPHVB3005 Operate and monitor a doughnut making process
FBPHVB3006 Operate and monitor a forming or shaping process
FBPHVB3007 Manufacture crisp breads
FBPHVB3015 Operate and monitor a griddle production process
FBPHVB3016 Operate and monitor a cooling, slicing and wrapping process
FBPHVB3017 Operate a bread dough mixing and development process
FBPHVB3018 Operate a final prove and bread baking process
FBPHVB3019 Operate a bread dough make up process
FBPOIL3001 Operate a degumming and neutralisation process
FBPOIL3002 Operate and monitor a bleaching process
FBPOIL3003 Operate and monitor a deodorising process
FBPOIL3004 Operate and monitor a flake preparation process
FBPOIL3005 Operate and monitor a complecting process
FBPOIL3006 Operate and monitor a soap splitting process
FBPOIL3007 Operate and monitor an interesterification process
FBPOIL3008 Operate and monitor a hydrogenation process
FBPOPR1011 Operate automated washing equipment
FBPOPR1012 Prepare basic mixes
FBPOPR1013 Operate basic equipment
FBPOPR1014 Monitor process operation
FBPOPR1015 Participate effectively in a workplace environment
FBPOPR1016 Take and record basic measurements
FBPOPR1017 Follow work procedures to maintain quality
FBPOPR2019 Fill and close product in cans (Release 2)
FBPOPR2070 Apply quality systems and procedures (Release 2)
FBPOPR2071 Provide and apply workplace information (Release 2)
FBPOPR2074 Carry out manual handling tasks
FBPOPR2075 Work effectively in the food processing industry
FBPOPR2076 Inspect and sort materials and product
FBPOPR2077 Operate a bulk dry goods transfer process
FBPOPR2078 Work in a freezer storage area
FBPOPR2079 Work with temperature controlled stock
FBPOPR2080 Operate a blending, sieving and bagging process
FBPOPR2081 Measure non-bulk ingredients
FBPOPR2082 Operate a mixing or blending process
FBPOPR2083 Operate a baking process
FBPOPR2084 Apply work procedures to maintain integrity of processed product
FBPOPR2085 Operate a grinding process
FBPOPR2086 Operate a frying process
FBPOPR2087 Operate a mixing or blending and cooking process
FBPOPR2088 Operate pumping equipment
FBPOPR2089 Operate a production process
FBPOPR2090 Operate a freezing process
FBPOPR2091 Operate a holding and storage process
FBPOPR2092 Operate a continuous freezing process
FBPOPR2093 Operate an automated cutting process
FBPOPR2094 Clean equipment in place
FBPOPR2095 Clean and sanitise equipment
FBPOPR2097 Operate a depositing process
FBPOPR3007 Operate a bulk liquid transfer process
FBPOPR3008 Load and unload tankers
FBPOPR3009 Participate in sensory analyses

FBPOPR3010 Operate and monitor a filtration process
FBPOPR3011 Operate and monitor a heat treatment process
FBPOPR3012 Operate and monitor a drying process
FBPOPR3013 Operate and monitor an homogenising process
FBPOPR3014 Operate and monitor a retort process
FBPOPR3015 Pre-process raw materials
FBPOPR3016 Operate and monitor a separation process
FBPOPR3017 Prepare food products using basic cooking methods
FBPOPR3018 Identify dietary, cultural and religious considerations for food production
FBPOPR3019 Operate and monitor interrelated processes in a production or packaging system
FBPOPR3022 Receive and store raw materials for food processing
FBPOPR3023 Operate and monitor an evaporation process
FBPOPR3024 Operate and monitor an extrusion process
FBPPPL1001 Communicate workplace information
FBPPPL2002 Work in a socially diverse environment
FBPPPL3007 Support and mentor individuals and groups
FBPPPL3008 Establish compliance requirements for work area
FBPPPL4009 Optimise a work process*
FBPRBK1001 Finish products (Release 2)
FBPWHS1001 Identify safe work practices (Release 2)
FBPWHS2001 Participate in work health and safety processes (Release 2)
FBPWHS3001 Contribute to work health and safety processes (Release 2)

Editorial and Equity Report

(Note: this report addresses all 3 sections of the FBP Food, Beverage and Pharmaceutical Training Package Version 6.0 Case for Endorsement.)

Equity Report Template

Section 1 – Cover page

Information required	Detail
Training Package title and code	**FBP Food, Beverage and Pharmaceutical Training Package (Version 6.0)**
Number of new qualifications and their titles [1]	Nil
Number of revised qualifications and their titles	**Total – 19** (plus 6 skill sets– non-endorsed products) Part 1 – Food processing - **3** (plus 4 skill sets) Part 2 – Flour milling – **0** (plus 2 skill sets) Part 3 – High volume production baking – **1** IRC supported changes - 15
Number of new units of competency and their titles	**Total – 27** Part 1 – Food processing - **17** Part 2 – Flour milling - **1** Part 3 – High volume production baking - **9**
Number of revised units of competency and their titles	**Total - 139** Part 1 – Food processing - **114** Part 2 – Flour milling - **9** Part 3 – High volume production baking – **15** IRC supported changes - **1**
Confirmation that the draft training package components meet the requirements in Section 2 *Equity checklist of draft training package components*	The draft components reviewed for the FBP Food, Beverage and Pharmaceutical Training Package V6.0 meet the requirements in Section 2 *Equity checklist of draft training package components*. This report covers qualifications and units developed in the following projects: • Food processing (Part 1) • Flour milling (Part 2) • High volume production baking (Part 3).
Is the Equity Report prepared by a member of the Quality Assurance Panel? If 'yes' please provide the name.	Yes - Sue Hamilton is a member of the Quality Assurance Panel.
Date of completion of the report	**8 March 2021**

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[1] *When the number of training products is high* t*he titles can be presented as an attached list.*

Section 2 – Equity checklist of draft training package components

Equity requirements	Equity reviewer comments Provide brief commentary on whether the draft endorsed components meet each of the equity requirements
The training package component(s) comply with Standard 2 of the *Standards for Training Packages 2012*. The standard requires compliance with the *Training Package Products Policy*, specifically with the access and equity requirements: • Training Package developers must meet their obligations under Commonwealth anti-discrimination legislation and associated standards and regulations. • Training Package developers must ensure that Training Packages are flexible and that they provide guidance and recommendations to enable reasonable adjustments in implementation.	The qualifications and units of competency comply with Standard 2 of the *Standards for Training Packages* and the Training Package Products Policy. The *FBP Companion Volume Implementation Guide, Version 6.* (FBP CVIG) includes guidance to ensure that learners are not discriminated against, and guidance about reasonable adjustment to accommodate learners with disabilities or particular needs. Reference has been made to *Disability Standards for Education, 2005*.

Section 3 - Training Package Quality Principles

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
Do the units of competency meet the diversity of individual and employer needs and support equitable access and progression of learners?
What evidence demonstrates that the units of competency and their associated assessment requirements are clearly written and have consistent breadth and depth so that they support implementation across a range of settings?
Are there other examples that demonstrate how the key features of flexibility are being achieved?

Equity requirements	Equity reviewer comments
1. What evidence demonstrates that the draft components provide flexible qualifications/units of competency that enable application in different contexts?'	The qualifications are structured to provide essential units in the core and a wide range of electives. The qualifications submitted for endorsement include key skills and knowledge in the core that are applicable and transferable to a range of food processing sectors (for example: food safety, good manufacturing practice, traceability, work health and safety). Many qualifications have electives grouped to indicate relevant areas of focus to assist with the selection of electives. Five qualifications provide the option of utilising 'specialisations' and detailed advice is provided in the FBP CVIG about choosing electives for specialisations in these qualifications.

Equity requirements	Equity reviewer comments
	The assessment requirements in the units specify that *assessment must take place in a [relevant] workplace (i.e. food processing, high volume production bakery, grain processing) or an environment that accurately represents workplace conditions.* This flexibility allows the assessment to occur in a range of different contexts. Detailed advice is provided in the FBP CVIG to support assessment in different contexts.
2. Is there evidence of multiple entry and exit points?	The FBP CVIG outlines pathway advice and succinct diagrams depicting the progression pathways between qualifications. The skill sets (non-endorsed components) provide pathways into several of the FBP qualifications.
3. Have prerequisite units of competency been minimised where possible?	One new unit submitted has a prerequisite requirement (*FBPFSY4004 Provide accurate food allergen information to consumers*). No other FBP units include prerequisites.
4. Are there other examples of evidence that demonstrate how the key features of the flexibility principle are being achieved?	The inclusion of imported units is utilised in most qualifications to provide flexible options for workplaces and individuals. The packaging rules allow for additional units from other training packages to be imported as elective units. The use of FBP units across several sectors also allows for mobility across different food processing sectors.

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
Support learner transition between education sectors.

Equity requirements	Equity reviewer comments
1. What evidence demonstrates 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?	The FBP qualifications submitted for endorsement cover Certificate I to Certificate III with pathways described in the FBP CVIG. Certificate I and II qualifications are appropriate for entry level workers and for delivery to secondary students. Users are advised to contact the relevant STA/TTA for advice for delivery to secondary school students. Advice relating to RPL and apprenticeship/traineeship pathways is provided in the Case for Endorsement and the FBP CVIG. *FBP20121 Certificate II in Food Processing* is recommended for delivery as a traineeship and *FBP30121 Certificate III in Food Processing* is recommended for delivery as an apprenticeship. The FBP CVIG states that: *There are currently no nationally applicable credit arrangements between any Skills Impact training package qualification and higher education qualification.*

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
Support implementation across a range of settings and support sound assessment practices.

Equity requirements	Equity reviewer comments
1. Does the Companion Volume Implementation Guide include advice about: • Pathways • Access and equity • Foundation skills? (see Training Package Standard 11)	The *FBP CVIG, V6.0*, includes comprehensive information about access and equity issues and training pathway information. Guidance is provided to ensure that learners are not discriminated against, and about reasonable adjustment to accommodate learners with disabilities. The FBP CVIG also provides detailed information about Foundation Skills and the frameworks adopted, namely: • the Australian Core Skills Framework (ACSF), and • the Core Skills for Work Developmental Framework (CSfW). It is noted that the new and revised units have all had updates to the Foundation Skills mapping table to reflect Skills Impact's current policy to include references to the ACSF only.
2. Are the foundation skills explicit and recognisable within the training package and do they reflect and not exceed the foundation skills required in the workplace?	The revised and new units include a table addressing foundation skills. The foundation skills identified provide industry specific descriptions tailored to the unit. They appear appropriate for and do not to exceed the skills required in the workplace.

PART 1 FOOD PROCESSING

Qualifications

FBP revised qualifications (3)
FBP10121 Certificate I in Food Processing
FBP20121 Certificate II in Food Processing
FBP30121 Certificate III in Food Processing

Units of competency

FBP Units of Competency
New units (17)
Beverages (BEV) units (2)
FBPBEV3005 Operate and monitor juice processing FBPBEV3006 Control and monitor fruit and/or vegetable washing and milling
Dairy Processing (DPR) units (1)
FBPDPR3003 Control batch processing for powdered milk products
Food Safety (FSY) units (7)
FBPFSY3004 Participate in traceability activities FBPFSY4003 Perform an allergen risk review FBPFSY4004 Provide accurate food allergen information to consumers FBPFSY4005 Conduct a traceability exercise FBPFSY5002 Develop an allergen management program FBPFSY5003 Design a traceability system for food products FBPFSY5004 Plan to mitigate food fraud
Edible Oils (OIL) units (4)
FBPOIL3009 Clean and mill olives FBPOIL3010 Operate and monitor a malaxer FBPOIL3011 Operate and monitor an olive oil separation process FBPOIL3012 Operate and monitor storage of virgin olive oil
Operational (OPR) units (3)
FBPOPR2096 Follow procedures to maintain good manufacturing practice in food processing FBPOPR3020 Plan, conduct and monitor equipment maintenance FBPOPR3021 Apply good manufacturing practice requirements in food processing
Revised (114)
Beverages (BEV) units (7)
FBPBEV2004 Identify key stages and beer production equipment in a brewery FBPBEV3001 Operate and monitor a wort production process FBPBEV3002 Prepare and monitor beer yeast propagation processes FBPBEV3003 Operate and monitor a brewery fermentation process FBPBEV3004 Operate and monitor a beer filtration process FBPBEV3007 Operate and monitor a beer maturation process FBPBEV3008 Manufacture roast and ground coffee
Bottling & Packaging (BPG) units (8)
FBPBPG1001 Pack or unpack product manually FBPBPG2009 Operate a beverage packaging process FBPBPG2010 Operate a case packing process FBPBPG2011 Operate a fill and seal process FBPBPG2012 Operate a packaging process FBPBPG3010 Operate and monitor a carbonated beverage filling process FBPBPG3011 Operate and monitor a high speed wrapping process FBPBPG3012 Operate and monitor a form, fill and seal process
Cheese (CHE) units (3)
FBPCHE3003 Conduct cheese making operations FBPCHE3004 Carry out processing for a range of artisan cheeses FBPCHE3005 Operate and monitor a cheese pressing and moulding process

FBP Units of Competency
Confectionery (CON) units (10)
FBPCON2010 Operate an enrobing process FBPCON2011 Operate a chocolate tempering process FBPCON3001 Operate a complex chocolate depositing process FBPCON3002 Operate and monitor a boiled confectionery process FBPCON3003 Operate and monitor a chocolate conching process FBPCON3004 Operate and monitor a confectionery depositing process FBPCON3005 Operate and monitor a granulation and compression process FBPCON3006 Operate and monitor a panning process FBPCON3007 Operate and monitor a chocolate refining process FBPCON3008 Operate and monitor a starch moulding process
Dairy Processing (DPR) units (5)
FBPDPR2007 Operate a cooling and hardening process FBPDPR3001 Operate and monitor a curd production and cutting process FBPDPR3002 Operate and monitor a fermentation process FBPDPR3004 Operate and monitor a butter churning process FBPDPR3005 Operate and monitor a butter oil process
Egg (EGG) units (2)
FBPEGG2003 Work on an egg grading floor FBPEGG2004 Operate egg grading and packing floor equipment
Fruit and Vegetables (FAV) units (3)
FBPFAV2002 Apply hydro-cooling processes to fresh produce FBPFAV3003 Conduct chemical wash for fresh produce FBPFAV3004 Program fresh produce grading equipment
Food Safety (FSY) units (6)
FBPFSY1002 Follow work procedures to maintain food safety FBPFSY2002 Apply food safety procedures FBPFSY2003 Maintain food safety when loading, unloading and transporting food FBPFSY3002 Participate in a HACCP team (Release 2) FBPFSY3003 Monitor the implementation of food safety and quality programs FBPFSY3005 Control contaminants and allergens in food processing
Grain Processing (GRA) units (6)
FBPGRA3017 Operate and monitor a liquid, mash or block stock feed process FBPGRA3018 Operate and monitor a pelleting process FBPGRA3019 Prepare malted grain FBPGRA3020 Blend and dispatch malt FBPGRA3021 Control batch processing for micronutrients or additives in stock feed FBPGRA3022 Confirm feed product meets animal nutrition requirements
Grocery and Product Supplies (GPS) unit (1)
FBPGPS3001 Operate and monitor a creamed honey manufacture process
Edible Oils (OIL) units (8)
FBPOIL3001 Operate a degumming and neutralisation process FBPOIL3002 Operate and monitor a bleaching process FBPOIL3003 Operate and monitor a deodorising process FBPOIL3004 Operate and monitor a flake preparation process FBPOIL3005 Operate and monitor a complecting process FBPOIL3006 Operate and monitor a soap splitting process FBPOIL3007 Operate and monitor an interesterification process FBPOIL3008 Operate and monitor a hydrogenation process
Operational (OPR) units (7+25+15=47)
OPR1 (7)
FBPOPR1011 Operate automated washing equipment FBPOPR1012 Prepare basic mixes FBPOPR1013 Operate basic equipment FBPOPR1014 Monitor process operation FBPOPR1015 Participate effectively in a workplace environment FBPOPR1016 Take and record basic measurements FBPOPR1017 Follow work procedures to maintain quality

FBP Units of Competency
OPR 2 (25)
FBPOPR2019 Fill and close product in cans Release 2
FBPOPR2070 Apply quality systems and procedures Release 2
FBPOPR2071 Provide and apply workplace information Release 2
FBPOPR2074 Carry out manual handling tasks
FBPOPR2075 Work effectively in the food processing industry
FBPOPR2076 Inspect and sort materials and product
FBPOPR2077 Operate a bulk dry goods transfer process
FBPOPR2078 Work in a freezer storage area
FBPOPR2079 Work with temperature controlled stock
FBPOPR2080 Operate a blending, sieving and bagging process
FBPOPR2081 Measure non-bulk ingredients
FBPOPR2082 Operate a mixing or blending process
FBPOPR2083 Operate a baking process
FBPOPR2084 Apply work procedures to maintain integrity of processed product
FBPOPR2085 Operate a grinding process
FBPOPR2086 Operate a frying process
FBPOPR2087 Operate a mixing or blending and cooking process
FBPOPR2088 Operate pumping equipment
FBPOPR2089 Operate a production process
FBPOPR2090 Operate a freezing process
FBPOPR2091 Operate a holding and storage process
FBPOPR2092 Operate a continuous freezing process
FBPOPR2093 Operate an automated cutting process
FBPOPR2094 Clean equipment in place
FBPOPR2095 Clean and sanitise equipment
OPR 3 (15)
FBPOPR3007 Operate a bulk liquid transfer process
FBPOPR3008 Load and unload tankers
FBPOPR3009 Participate in sensory analyses
FBPOPR3010 Operate and monitor a filtration process
FBPOPR3011 Operate and monitor a heat treatment process
FBPOPR3012 Operate and monitor a drying process
FBPOPR3013 Operate and monitor an homogenising process
FBPOPR3014 Operate and monitor a retort process
FBPOPR3015 Pre-process raw materials
FBPOPR3016 Operate and monitor a separation process
FBPOPR3017 Prepare food products using basic cooking methods
FBPOPR3018 Identify dietary, cultural and religious considerations for food production
FBPOPR3019 Operate and monitor interrelated processes in a production or packaging system
FBPOPR3022 Receive and store raw materials for food processing
FBPOPR3023 Operate and monitor an evaporation process
People, Planning and Logistics (PPL) units (4)
FBPPPL1001 Communicate workplace information
FBPPPL2002 Work in a socially diverse environment
FBPPPL3007 Support and mentor individuals and groups
FBPPPL3008 Establish compliance requirements for work area
Retail Baking (RBK) unit (1)
FBPRBK1001 Finish products Release 2
Work Health and Safety (WHS) units (3)
FBPWHS1001 Identify safe work practices Release 2
FBPWHS2001 Participate in work health and safety processes Release 2
FBPWHS3001 Contribute to work health and safety processes Release 2

Skill Sets

FBP Skill Sets (4)
FBPSS00052 Manage allergens in food processing
FBPSS00053 Check traceability of food products
FBPSS00054 Food processing induction

FBP Skill Sets (4)
FBPSS00055 Introduction to food processing

PART 2 FLOUR MILLING

Qualifications

FBP qualifications
• Nil

Units of competency

FBP Units of Competency
New unit (1)
FBPGRA3030 Operate and monitor a reduction system
Revised units (9)
FBPGRA3023 Operate and monitor grain conditioning
FBPGRA3024 Operate and monitor grain cleaning
FBPGRA3025 Receive and handle grain in a storage area
FBPGRA3026 Operate and monitor sifting and grading
FBPGRA3027 Monitor a purification system
FBPGRA3028 Monitor scratch and sizing
FBPGRA3029 Monitor a break roll
FBPGRA4005 Lead flour milling shift operations
FBPGRA4006 Control mill processes and performance

Skill Sets

FBP Skill Sets (2)
FBPSS00056 Supervised Food Processing Operator Skill Set
FBPSS00057 Food Processing Operator Skill Set

PART 3 HIGH VOLUME PRODUCTION BAKING

Qualifications

FBP revised qualification (1)
FBP31121 Certificate III in High Volume Baking

Units of competency

FBP Units of Competency
New units (9)
FBPHVB3008 Operate and monitor a batter production process
FBPHVB3009 Operate and monitor a non laminated pastry production process
FBPHVB3010 Operate and monitor a pastry baking process
FBPHVB3011 Operate and monitor the production of fillings
FBPHVB3012 Operate and monitor a biscuit dough make up process
FBPHVB3013 Operate and monitor a baking process
FBPHVB3014 Finish baked products
FBPTEC3005 Work with bakery ingredients, their functions and interactions
FBPTEC3006 Work with flours and baking additives
Revised units (15)

FBP Units of Competency
FBPHVB2001 Freeze and thaw dough
FBPHVB3001 Operate and monitor a cooling and wrapping process
FBPHVB3002 Operate and monitor a laminated pastry production process
FBPHVB3003 Operate and monitor a pastry forming and filling process
FBPHVB3004 Manufacture wafer products
FBPHVB3005 Operate and monitor a doughnut making process
FBPHVB3006 Operate and monitor a forming or shaping process
FBPHVB3007 Manufacture crisp breads
FBPHVB3015 Operate and monitor a griddle production process
FBPHVB3016 Operate and monitor a cooling, slicing and wrapping process
FBPHVB3017 Operate a bread dough mixing and development process
FBPHVB3018 Operate a final prove and bread baking process
FBPHVB3019 Operate a bread dough make up process
FBPOPR2097 Operate a depositing process
FBPOPR3024 Operate and monitor an extrusion process

IRC SUPPORTED UPDATES

FBP qualifications (15)
FBP10221 Certificate I in Baking
FBP20221 Certificate II in Baking
FBP20521 Certificate II in Wine Industry Operations
FBP30321 Certificate III in Cake and Pastry
FBP30421 Certificate III in Bread Baking
FBP30521 Certificate III in Baking
FBP30721 Certificate III in Rice Processing
FBP30921 Certificate III in Wine Industry Operations
FBP40221 Certificate IV in Baking
FBP40321 Certificate IV in Food Processing
FBP40421 Certificate IV in Food Science and Technology
FBP40621 Certificate IV in Artisan Fermented Products
FBP50121 Diploma of Food Science and Technology
FBP50221 Diploma of Food Safety Auditing
FBP50321 Diploma of Artisan Cheesemaking
FBP Units of Competency
FBPPPL4009 Optimise a work process

Editorial Report Template

1. **Cover page**	
Information required	**Detail**
Training Package title and code	FBP Food, Beverage and Pharmaceutical Training Package (Version 6.0)
Number of new qualifications and their titles [3]	Nil
Number of revised qualifications and their titles *Refer to Attachment 1 for full list*	**Total – 19** (plus 6 skill sets– non-endorsed products) Part 1 – Food processing - **3** (plus 4 skill sets) Part 2 – Flour milling – **0** (plus 2 skill sets) Part 3 – High volume production baking – **1** IRC supported changes - 15
Number of new units of competency and their titles *Refer to Attachment 1 for full list*	**Total – 27** Part 1 – Food processing - **17** Part 2 – Flour milling - **1** Part 3 – High volume production baking - **9**
Number of revised units of competency and their titles *Refer to Attachment 1 for full list*	**Total - 139** Part 1 – Food processing - **114** Part 2 – Flour milling - **9** Part 3 – High volume production baking – **15** IRC supported changes - **1**
Confirmation that the draft training package components are publication-ready	The draft FBP Training Package components submitted for review will be ready for publication once endorsed..
Is the Editorial Report prepared by a member of the Quality Assurance Panel? If 'yes' please provide a name.	Yes - Sue Hamilton is a member of the Quality Assurance Panel.
Date of completion of the report	**8 March 2021**

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[3] *When the number of training products is high the titles can be presented as an attachment.*

2. Content and structure

Units of competency

Editorial requirements	Comments
Standard 5: • The structure of units of competency complies with the unit of competency template.	The structure of the 166 units (new, revised and IRC updates) complies with the unit of competency template specified in the Training Package Products Policy. • The coding and titling of the units comply with the unit of competency template and policy. o the revised units have new codes and, in many cases, revised titles o 8 units with minor changes retain the same code and are listed as Release 2 • All units include a statement in the Application field relating to legislative and regulatory requirements. No occupational licensing or certification applies to any unit submitted. • Foundation skills are described in the appropriate field utilising skills described in the Australian Core Skills Framework (ACSF). • The equivalence of each unit to the previous version is stated in the unit mapping information table.
Standard 7: • The structure of assessment requirements complies with the assessment requirements template.	All units of competency submitted for review have associated assessment requirements, which comply with the assessment requirements template. The assessment requirements have consistent breadth and depth across the suite of units. The performance evidence reflects workplace tasks and includes a volume and frequency requirement. Many units refer to completing a 'batch' of products. Detailed advice related to this is provided in the FBP Companion Volume Implementation Guide (FBP CVIG v6.0). The knowledge evidence specifies what the individual must know to perform the work tasks and the assessment condition field clearly specifies the conditions for gathering evidence.

Qualifications

Editorial requirements	Comments by the editor
Standard 9: • The structure of the information for qualifications complies with the qualification template.	The 19 qualifications (4 revised and 15 IRC updates) comply with the qualification template with all mandatory fields completed. • Coding and titling and the qualification description are appropriate. • One IRC updated qualification contains entry requirements. • The packaging rules are clearly articulated with electives grouped to indicate focus areas in many qualifications and the option of utilising 'specialisations' available in five qualifications at Certificate III and IV. • The mapping table describes equivalence using wording outlined in the updated Training

Editorial requirements	Comments by the editor
	Package Products Policy (Dec. 2019).
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.	No specific credit arrangements with Higher Education apply for qualifications in the FBP Training Package. An appropriate statement is included in the FBP CVIG v6.0.

Companion Volumes

Editorial requirements	Comments by the editor

Standard 11:
• A quality assured companion volume implementation guide is available and complies with the companion volume implementation guide template.
	The *FBP Food, Beverage and Pharmaceutical Training Package Companion Volume Implementation Guide, Version 6.0* complies with the companion volume implementation guide template included in the 2012 Standards. It is structured in two separate documents:
	    • Part 1: Overview and Implementation
	    • Part 2: Component details
	
	The FBP CVIG has been quality assured in line with Skills Impact's internal processes and this external editorial review.

3. Proofreading

Editorial requirements	Comments by the editor
• **Unit codes and titles** and **qualification codes and titles** are accurately cross-referenced throughout the training package product(s) including mapping information and packaging rules, and in the companion volume implementation guide.	The codes and titles have been proofread and cross-referenced throughout the documentation provided – qualifications, units and associated assessment requirements, skill sets, Case for Endorsement and FBP CVIG (Parts 1 and 2). Skills Impact addressed minor edits, noted during the editorial review.
• Units of competency and their **content** are **presented in full**.	The revised and new units of competency and their associated assessment requirements were presented in full.

• The author of the Editorial Report is satisfied with the quality of the training products, specifically with regard to:
  o absence of spelling, grammatical and typing mistakes
  o consistency of language and formatting
  o logical structure and presentation of the document.
  o compliance with the required templates
	This editorial review has incorporated checking:
	
	    • spelling, grammar and typing errors
	    • numbering (codes, performance criteria and packaging rules)
	    • checking acronyms
	    • consistency of language and terminology
	    • structure and presentation of documents
	    • compliance with templates.
	
	Throughout this process, the Skills Impact team incorporated suggestions provided in an interim report during the editorial review, or clearly explained why aspects should remain as presented.

PART 1 FOOD PROCESSING

Qualifications

FBP revised qualifications (3)
FBP10121 Certificate I in Food Processing
FBP20121 Certificate II in Food Processing
FBP30121 Certificate III in Food Processing

Units of competency

FBP Units of Competency
New units (17)
Beverages (BEV) units (2)
FBPBEV3005 Operate and monitor juice processing FBPBEV3006 Control and monitor fruit and/or vegetable washing and milling
Dairy Processing (DPR) units (1)
FBPDPR3003 Control batch processing for powdered milk products
Food Safety (FSY) units (7)
FBPFSY3004 Participate in traceability activities FBPFSY4003 Perform an allergen risk review FBPFSY4004 Provide accurate food allergen information to consumers FBPFSY4005 Conduct a traceability exercise FBPFSY5002 Develop an allergen management program FBPFSY5003 Design a traceability system for food products FBPFSY5004 Plan to mitigate food fraud
Edible Oils (OIL) units (4)
FBPOIL3009 Clean and mill olives FBPOIL3010 Operate and monitor a malaxer FBPOIL3011 Operate and monitor an olive oil separation process FBPOIL3012 Operate and monitor storage of virgin olive oil
Operational (OPR) units (3)
FBPOPR2096 Follow procedures to maintain good manufacturing practice in food processing FBPOPR3020 Plan, conduct and monitor equipment maintenance FBPOPR3021 Apply good manufacturing practice requirements in food processing
Revised (114)
Beverages (BEV) units (7)
FBPBEV2004 Identify key stages and beer production equipment in a brewery FBPBEV3001 Operate and monitor a wort production process FBPBEV3002 Prepare and monitor beer yeast propagation processes FBPBEV3003 Operate and monitor a brewery fermentation process FBPBEV3004 Operate and monitor a beer filtration process FBPBEV3007 Operate and monitor a beer maturation process FBPBEV3008 Manufacture roast and ground coffee
Bottling & Packaging (BPG) units (8)
FBPBPG1001 Pack or unpack product manually FBPBPG2009 Operate a beverage packaging process FBPBPG2010 Operate a case packing process FBPBPG2011 Operate a fill and seal process FBPBPG2012 Operate a packaging process FBPBPG3010 Operate and monitor a carbonated beverage filling process FBPBPG3011 Operate and monitor a high speed wrapping process FBPBPG3012 Operate and monitor a form, fill and seal process
Cheese (CHE) units (3)
FBPCHE3003 Conduct cheese making operations FBPCHE3004 Carry out processing for a range of artisan cheeses FBPCHE3005 Operate and monitor a cheese pressing and moulding process

FBP Units of Competency
Confectionery (CON) units (10)

FBPCON2010 Operate an enrobing process
FBPCON2011 Operate a chocolate tempering process
FBPCON3001 Operate a complex chocolate depositing process
FBPCON3002 Operate and monitor a boiled confectionery process
FBPCON3003 Operate and monitor a chocolate conching process
FBPCON3004 Operate and monitor a confectionery depositing process
FBPCON3005 Operate and monitor a granulation and compression process
FBPCON3006 Operate and monitor a panning process
FBPCON3007 Operate and monitor a chocolate refining process
FBPCON3008 Operate and monitor a starch moulding process

Dairy Processing (DPR) units (5)

FBPDPR2007 Operate a cooling and hardening process
FBPDPR3001 Operate and monitor a curd production and cutting process
FBPDPR3002 Operate and monitor a fermentation process
FBPDPR3004 Operate and monitor a butter churning process
FBPDPR3005 Operate and monitor a butter oil process

Egg (EGG) units (2)

FBPEGG2003 Work on an egg grading floor
FBPEGG2004 Operate egg grading and packing floor equipment

Fruit and Vegetables (FAV) units (3)

FBPFAV2002 Apply hydro-cooling processes to fresh produce
FBPFAV3003 Conduct chemical wash for fresh produce
FBPFAV3004 Program fresh produce grading equipment

Food Safety (FSY) units (6)

FBPFSY1002 Follow work procedures to maintain food safety
FBPFSY2002 Apply food safety procedures
FBPFSY2003 Maintain food safety when loading, unloading and transporting food
FBPFSY3002 Participate in a HACCP team (Release 2)
FBPFSY3003 Monitor the implementation of food safety and quality programs
FBPFSY3005 Control contaminants and allergens in food processing

Grain Processing (GRA) units (6)

FBPGRA3017 Operate and monitor a liquid, mash or block stock feed process
FBPGRA3018 Operate and monitor a pelleting process
FBPGRA3019 Prepare malted grain
FBPGRA3020 Blend and dispatch malt
FBPGRA3021 Control batch processing for micronutrients or additives in stock feed
FBPGRA3022 Confirm feed product meets animal nutrition requirements

Grocery and Product Supplies (GPS) unit (1)

FBPGPS3001 Operate and monitor a creamed honey manufacture process

Edible Oils (OIL) units (8)

FBPOIL3001 Operate a degumming and neutralisation process
FBPOIL3002 Operate and monitor a bleaching process
FBPOIL3003 Operate and monitor a deodorising process
FBPOIL3004 Operate and monitor a flake preparation process
FBPOIL3005 Operate and monitor a complecting process
FBPOIL3006 Operate and monitor a soap splitting process
FBPOIL3007 Operate and monitor an interesterification process
FBPOIL3008 Operate and monitor a hydrogenation process

Operational (OPR) units (7+25+15=47)

OPR1 (7)

FBPOPR1011 Operate automated washing equipment
FBPOPR1012 Prepare basic mixes
FBPOPR1013 Operate basic equipment
FBPOPR1014 Monitor process operation
FBPOPR1015 Participate effectively in a workplace environment
FBPOPR1016 Take and record basic measurements
FBPOPR1017 Follow work procedures to maintain quality

FBP Units of Competency
OPR 2 (25)
FBPOPR2019 Fill and close product in cans Release 2
FBPOPR2070 Apply quality systems and procedures Release 2
FBPOPR2071 Provide and apply workplace information Release 2
FBPOPR2074 Carry out manual handling tasks
FBPOPR2075 Work effectively in the food processing industry
FBPOPR2076 Inspect and sort materials and product
FBPOPR2077 Operate a bulk dry goods transfer process
FBPOPR2078 Work in a freezer storage area
FBPOPR2079 Work with temperature controlled stock
FBPOPR2080 Operate a blending, sieving and bagging process
FBPOPR2081 Measure non-bulk ingredients
FBPOPR2082 Operate a mixing or blending process
FBPOPR2083 Operate a baking process
FBPOPR2084 Apply work procedures to maintain integrity of processed product
FBPOPR2085 Operate a grinding process
FBPOPR2086 Operate a frying process
FBPOPR2087 Operate a mixing or blending and cooking process
FBPOPR2088 Operate pumping equipment
FBPOPR2089 Operate a production process
FBPOPR2090 Operate a freezing process
FBPOPR2091 Operate a holding and storage process
FBPOPR2092 Operate a continuous freezing process
FBPOPR2093 Operate an automated cutting process
FBPOPR2094 Clean equipment in place
FBPOPR2095 Clean and sanitise equipment
OPR 3 (15)
FBPOPR3007 Operate a bulk liquid transfer process
FBPOPR3008 Load and unload tankers
FBPOPR3009 Participate in sensory analyses
FBPOPR3010 Operate and monitor a filtration process
FBPOPR3011 Operate and monitor a heat treatment process
FBPOPR3012 Operate and monitor a drying process
FBPOPR3013 Operate and monitor an homogenising process
FBPOPR3014 Operate and monitor a retort process
FBPOPR3015 Pre-process raw materials
FBPOPR3016 Operate and monitor a separation process
FBPOPR3017 Prepare food products using basic cooking methods
FBPOPR3018 Identify dietary, cultural and religious considerations for food production
FBPOPR3019 Operate and monitor interrelated processes in a production or packaging system
FBPOPR3022 Receive and store raw materials for food processing
FBPOPR3023 Operate and monitor an evaporation process
People, Planning and Logistics (PPL) units (4)
FBPPPL1001 Communicate workplace information
FBPPPL2002 Work in a socially diverse environment
FBPPPL3007 Support and mentor individuals and groups
FBPPPL3008 Establish compliance requirements for work area
Retail Baking (RBK) unit (1)
FBPRBK1001 Finish products Release 2
Work Health and Safety (WHS) units (3)
FBPWHS1001 Identify safe work practices Release 2
FBPWHS2001 Participate in work health and safety processes Release 2
FBPWHS3001 Contribute to work health and safety processes Release 2

Skill Sets

FBP Skill Sets (4)
FBPSS00052 Manage allergens in food processing
FBPSS00053 Check traceability of food products
FBPSS00054 Food processing induction

FBP Skill Sets (4)
FBPSS00055 Introduction to food processing

PART 2 FLOUR MILLING

Qualifications

FBP qualifications
•   Nil

Units of competency

FBP Units of Competency
New unit (1)
FBPGRA3030 Operate and monitor a reduction system
Revised units (9)
FBPGRA3023 Operate and monitor grain conditioning FBPGRA3024 Operate and monitor grain cleaning FBPGRA3025 Receive and handle grain in a storage area FBPGRA3026 Operate and monitor sifting and grading FBPGRA3027 Monitor a purification system FBPGRA3028 Monitor scratch and sizing FBPGRA3029 Monitor a break roll FBPGRA4005 Lead flour milling shift operations FBPGRA4006 Control mill processes and performance

Skill Sets

FBP Skill Sets (2)
FBPSS00056 Supervised Food Processing Operator Skill Set FBPSS00057 Food Processing Operator Skill Set

PART 3 HIGH VOLUME PRODUCTION BAKING

Qualifications

FBP revised qualification (1)
FBP31121 Certificate III in High Volume Baking

Units of competency

FBP Units of Competency
New units (9)
FBPHVB3008 Operate and monitor a batter production process FBPHVB3009 Operate and monitor a non laminated pastry production process FBPHVB3010 Operate and monitor a pastry baking process FBPHVB3011 Operate and monitor the production of fillings FBPHVB3012 Operate and monitor a biscuit dough make up process FBPHVB3013 Operate and monitor a baking process FBPHVB3014 Finish baked products FBPTEC3005 Work with bakery ingredients, their functions and interactions FBPTEC3006 Work with flours and baking additives
Revised units (15)

FBP Units of Competency
FBPHVB2001 Freeze and thaw dough
FBPHVB3001 Operate and monitor a cooling and wrapping process
FBPHVB3002 Operate and monitor a laminated pastry production process
FBPHVB3003 Operate and monitor a pastry forming and filling process
FBPHVB3004 Manufacture wafer products
FBPHVB3005 Operate and monitor a doughnut making process
FBPHVB3006 Operate and monitor a forming or shaping process
FBPHVB3007 Manufacture crisp breads
FBPHVB3015 Operate and monitor a griddle production process
FBPHVB3016 Operate and monitor a cooling, slicing and wrapping process
FBPHVB3017 Operate a bread dough mixing and development process
FBPHVB3018 Operate a final prove and bread baking process
FBPHVB3019 Operate a bread dough make up process
FBPOPR2097 Operate a depositing process
FBPOPR3024 Operate and monitor an extrusion process

IRC SUPPORTED UPDATES

FBP qualifications (15)
FBP10221 Certificate I in Baking
FBP20221 Certificate II in Baking
FBP20521 Certificate II in Wine Industry Operations
FBP30321 Certificate III in Cake and Pastry
FBP30421 Certificate III in Bread Baking
FBP30521 Certificate III in Baking
FBP30721 Certificate III in Rice Processing
FBP30921 Certificate III in Wine Industry Operations
FBP40221 Certificate IV in Baking
FBP40321 Certificate IV in Food Processing
FBP40421 Certificate IV in Food Science and Technology
FBP40621 Certificate IV in Artisan Fermented Products
FBP50121 Diploma of Food Science and Technology
FBP50221 Diploma of Food Safety Auditing
FBP50321 Diploma of Artisan Cheesemaking
FBP Units of Competency
FBPPPL4009 Optimise a work process

Attachment G: Copies of Letters of Support

Dear Julie and Skills Impact team,

I am the Managing Director of Heather Brae Shortbreads, a mid size plant bakery manufacturer in Thomastown, in Melbourne's north.

I participated in a teleconference consultation workshop with Skills Impact held in October 2020 and participated by providing online feedback and had several email interchanges with the Skills Impact Project Officers who were redeveloping the Certificate III in Plant Baking.

I agree with the proposed changes to the Certificate III in High Volume Baking and believe that the decision to retain this qualification will assist my industry to grow and thrive. We aim to be using this qualification in future through a local training provider.

Should you require any further information, please do not hesitate to contact me.

regards

Bass

Bassam Wakim
Managing Director

Baking Australia's favourite
treats since 1941.
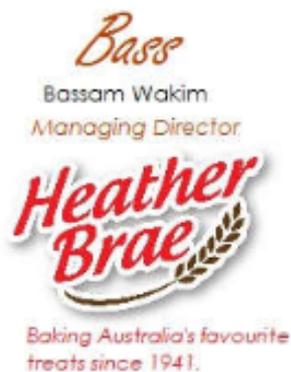
Heather Brae Shortbreads Pty Ltd
53 Lipton Drive, Thomastown
Victoria, 3074 Australia

P: +61 3 9460 4111
F: +61 3 9462 1443
M: +61 414 251 992

e: bass@heatherbraeshortbreads.com.au
www.heatherbraeshortbreads.com.au

3rd March 2021

TIP TOP
Bakeries

TO WHOM IT MAY CONCERN
RE: CERTIFICATE 3 - HIGH VOLUME BAKING

We are writing to confirm the support for the **Certificate 3 in High Volume Baking** that will soon be submitted to become part of the Australian education system.

Skills Impact is to be commended for the attention to the consultation and refinement process that went into the drafting for these qualifications. Stakeholders within Australia bakery sector were consulted extensively during this process, and Tip Top considers the end result is a good outcome from these consultations. The consultation process and subsequent adoption of suggested changes was thorough and professional and our feedback was listened to and addressed.

The new qualifications will, we consider, be very useful to our industry, building skills and knowledge across the baking sector. The release of these qualifications and subsequent delivery through appropriate training providers will be a vital element in the continued growth of the bakery sector and will be a key enabler for current and new employees to meaningfully engage and contribute to this exciting industry.

It was very clear at the validation meeting/or throughout the process of validation, that the reviewed qualification and units of competency have met the criteria for best and current practices. All subject matter experts were in agreeance that the revised units and skill sets will enhance the skills and knowledge of our workforce and therefore in the Australian Baking industry.

We, senior management of Tip Top supports the changes that have been proposed and look forward to utilising these revised training documents.

Gerard Congues
Site Manager (Bendigo)

Chris Moltzer
Regional Quality
& Compliance Manager

Daniel Vriesen
Production Manager
(Rolls)

Wednesday 3rd Of February 2021

To all the Team at Skills Impact.

I would like to confirm that I am currently employed as Bakery Operations Manager at Kezs kitchen, where we are manufacturers of both Gluten rich and Gluten free cookies, bars and cereal to the retail and Foodservice sector as well as a major contract manufacturing operation to a number of well known national brands, and are located here in Noble Park, Melbourne.

I can confirm that I have been involved with several teleconference skills workshops over the journey commencing back in October 2020 and have participated by providing feedback since in the form of email exchanges and online feedback with the Project officers at Skills impact who were involved with the redevelopment of the much overdue Certificate 111 in Plant Baking.

I fully agree with the proposed changes to the Certificate 111 in High Volume Baking and believe the decision to retain this qualification can only assist this industry to grow into the future.

Our company will be aiming to utilize this qualification into the future through a local training provider as I have no doubt that other plant bakeries I have been involved with over the past 30 years in the industry will gain greatly also.

Please feel free to contact me directly for any further feedback or information you may feel useful in this process.

Kind Regards,

Gary Hart
Bakery Operations Manager
Kezs kitchen
0412555228

Dear Skills Impact,

I am Operations Manager with Gold Coast Bakeries (Qld) Pty Ltd, a major food producer in the Gold Coast region of Queensland.

I participated in a teleconference consultation workshop with Skills Impact held in October 2020 and participated by providing online feedback and had several email interchanges with the Skills Impact Project Officers who were redeveloping the Certificate III in Plant Baking.

I agree with the proposed changes to the Certificate III in High Volume Baking and believe that the decision to retain this qualification will assist my industry to grow and thrive. We aim to be using this qualification in future through a local training provider.

Regards,

Ian Ireland
Gold Coast Bakeries (Queensland) Pty Ltd
16 Production Avenue
Molendinar QLD 4214
Phone: 07 5594 9966
Email: Ian@goldcoastbakeries.com.au
Web: www.goldcoastbakeries.com.au

ARYZTA
Passion for good food

4th February 2021

Dear Skills Impact,

I am the Plant Manager at ARYZTA Australia, a major Plant Bakery in Dandenong South, Victoria.

I participated in a teleconference consultation workshop with Skills Impact held in October 2020 and participated by providing online feedback and had several email interchanges with the Skills Impact Project Officers who were redeveloping the Certificate III in Plant Baking.

I was consulted fairly and given the opportunity to share my knowledge in baking which spans 32 years.

I agree with the proposed changes to the Certificate III in High Volume Baking and believe that the decision to retain this qualification will assist my industry to grow and thrive. We aim to be using this qualification in future through a local training provider.

Feel free to contact me if you require further information. I can be contacted on mobile # 0401 700 773 or via email jim.galea@aryzta.com

Cheers,

Jim Galea

ARYZTA Australia Pty Ltd | ABN 39 100 106 107
14 Homepride Ave, Liverpool NSW 2170 Australia | PO Box 812 Liverpool BC NSW 1871 Australia
P: +61 2 8778 8700 | F: +61 2 9821 4033

Attention
Julie Stratford
Industry Engagement Manager (Food, Beverage and Pharmaceuticals)
Skills Impact
559A Queensberry Street
North Melbourne Victoria 3051

17th February 2021

Dear Skills Impact,

I am the Production Director of Homestyle Bakeries Pty Ltd, a wholesale bakery located in Toowoomba, Queensland, supplying a wide range of baked goods (including bread, bread rolls, cakes, donuts, sweet buns and pastries) throughout South East Queensland on a daily basis.

I participated in teleconference consultation workshops with Skills Impact held in October 2020 and participated by providing online feedback and had several email interchanges with the Skills Impact Project Officers who were redeveloping the Certificate III in Plant Baking.

I agree with the proposed changes to the Certificate III in High Volume Baking and believe that the decision to retain this qualification will assist my industry to grow and thrive. We are constantly undertaking in-house training of our staff and are looking for formal courses to complement our program and therefore we intend to use this qualification in the future through a local training provider.

If you require any further information, please do not hesitate to contact me.

Yours faithfully

L Weber

Lindsay Weber
Director
Homestyle Bakeries Pty Ltd

lindsay@homestylebake.com.au

ABN: 94 151 732 395

GWF / George Weston Foods Limited

17th December 2020

To Whom It May Concern,

Request for Plant Baking Cert III Traineeships for WA & QLD

Tip Top Bakeries is a business division of George Weston Foods Limited. Our 4,500 people work across a number of large scale manufacturing bakeries across Australia and New Zealand. Tip Top Bakeries is Australia's leading brand of quality bread and bakery products, producing a diverse range of wholesome sliced bread, gourmet bread, muffins, crumpets, bakery snacks, as well as supplying leading quick service restaurants and the commercial food service channel. Iconic brands include Tip Top, Tip Top The One, Bürgen, Golden and Abbott's Village Bakery in Australia.

We have recently commenced a National Traineeship Program for our Australian bakery network. To ensure the training within bakeries across Australia is consistent, and to have the same opportunities available to upskill and develop our employees Australiawide, we kindly request that Certificate III in Plant Baking be listed on the State Funded list for Queensland and Western Australia.

This qualification is relevant to our business and most impactful, as it covers the plant baking specialisation within the food processing industry. It targets work conducted in plant baking enterprises in the large scale production and packaging of bread products. This training is very benefical to our employees and increases their level of capability across the overall operations. We are currently in the process of enrolling over 100 Trainees for Certificate III of Plant Baking across New South Wales, South Australia and Victoria. We predict we could have an additional 50 employees seeking a Traineeship in Plant Baking across Western Australia and Queensland.

Please do not hesitate to contact me should you have any further information.

Thank you for your consideration.

Yours sincerely,

Tahlia Holbrook
National Traineeship Program Manager
George Weston Foods Limited
T/As Tip Top Bakeries

4th February 2021

To Whom It May Concern,

Confirmation of Consultation and Support for High Volume Baking Qualification.

Top Top Bakeries is a business division of George Weston Foods Limited. With a wide spread network of large scale bakeries across Australia, we are the leading brand of quality bread and bakery products, producing a diverse range of wholesome sliced bread, gourmet bread, muffins, crumpets, bakery snacks, as well as supplying leading quick service restaurants and the commercial food service channel.

We have recently commenced a National Traineeship Program for our Australian bakery network. To ensure the training within bakeries across Australia is consistent, and to have the same opportunities available to upskill and develop our employees Australiawide. We have enrolled close to 150 Trainees in Plant Baking Certificate III across South Australia, New South Wales and Victoria and are hoping to have the same qualification available in Queensland also. This qualification is most relevant to our high volume manufacturing work environment.

As National Traineeship Program manager I participated in a teleconference consultation workshop with Skills Impact held in October 2020 and participated by providing online feedback and had several email interchanges with the Skills Impact Project Officers who were redeveloping the Certificate III in Plant Baking.

I agree with the proposed changes to the Certificate III in High Volume Baking and believe that the decision to retain this qualification will assist my industry to grow and thrive. We aim to be using this qualification in future through a local training provider.

Please do not hesitate to contact me should you have any further information.

Yours sincerely,

Tahlia Holbrook
National Traineeship Program Manager
George Weston Foods Limited
T/As Tip Top Bakeries

Dear Skills Impact,

I am the President of the Baking Industry Employer's Association of Western Australia (BIEAWA), the peak Baking Industry employer association representing the entire baking industry of Western Australia.

Also working as an independent business management consult to the baking industry across Australia and internationally.

I participated in a teleconference consultation workshop with Skills Impact held in October 2020 and also participated by providing online feedback and had several email interchanges with the Skills Impact Project Officers who were redeveloping the Certificate III in Plant Baking.

I agree with the proposed changes to the Certificate III in High Volume Baking and believe that the decision to retain this qualification will assist my industry to grow and thrive.

The aim will be use this qualification in future use through local training providers such as South Metro Tafe in West Australia and other Tafe systems and states of Australia.

The High Volume Baking industry across Australia is highly automated and specific additional baking knowledge and skills are becoming increasingly necessary for the ever changing landscape of the trade skills required for modern day Baker tradespersons and apprenticeship schemes .

Regards

Karel

President

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Dear Skills Impact,

I am a President of National Baking Industry Association, the peak body representing the baking industry in Australia.

I participated in a teleconference consultation workshop with Skills Impact held in October 2020 and participated by providing online feedback and had several email interchanges with the Skills Impact Project Officers who were redeveloping the Certificate III in Plant Baking.

I agree with the proposed changes to the Certificate III in High Volume Baking and believe that the decision to retain this qualification will assist the Plant Baking industry to grow and thrive. We aim to be promoting the use of this qualification in future through the association and encouraging all plant bakeries in Australia to support this qualification.

Regards

Mark Dennien
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