Title	Describe and use systems to support operational activities in a dairy processing operation
Level	4	Credits	5

Purpose	People credited with this unit standard are able to: describe a system used to support operational activities; and use systems to support operational activities in a dairy processing operation.

Classification	Dairy Processing > Dairy Processing - Core Skills

Available grade	Achieved

Guidance Information

1   Legislation relevant to this unit standard include but are not limited to:
    • Health and Safety at Work Act 2015;
      and any subsequent amendments.

2   All evidence presented in this unit standard must be in accordance with:
    • organisational requirements.

3   Definitions
    Organisational requirements – refers to instructions to staff on policies and procedures which are documented in memo, electronic or manual format and are available in the workplace. These requirements include but are not limited to – site specific requirements, company quality management requirements.
    System – refers to procedures or processes used to support operational activities in the manufacture of dairy products but not directly related to the manufacture of dairy products.

4   Range
    Systems may include but are not limited to – maintenance requests, health and safety recording, leave requests, inventory checks, ordering consumable items, recording plant status, product specification reviews, audit checks.

Outcomes and performance criteria

Outcome 1

Describe a system used to support operational activities in a dairy processing operation.

Performance criteria

1.1   Describe the purpose of a system in terms of supporting operational activity.

1.2   Describe advantages and disadvantages of using a system in terms of co-ordinating operational activity.

Range   evidence of two advantages and two disadvantages is required.

1.3   Describe a system in terms of input information required, source/s of information and means of reporting information to other staff.

Outcome 2

Use systems to support operational activities in a dairy processing operation.

Performance criteria

3.1   Use systems to carry out tasks that support operational activities.

Range   evidence of three support systems is required.

3.2   Input data into systems.

Range   timeliness, accuracy and compliance;
          evidence of three support systems is required.

Planned review date	31 December 2025

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	27 May 2021	N/A
Revision	2	29 July 2021	N/A

Consent and Moderation Requirements (CMR) reference	0022

This CMR can be accessed at http://www.nzqa.govt.nz/framework/search/index.do.

Comments on this unit standard

Please contact the Primary Industry Training Organisation standards@primaryito.ac.nz if you wish to suggest changes to the content of this unit standard.