

## Apply safe working practices in the food or related product processing workplace

**Level** 2

**Credits** 2

**Purpose** This unit standard is for people who are currently working in jobs where safe working practices related to equipment, personal hygiene, environment and product are a requirement.

People credited with this unit standard are able to demonstrate knowledge and understanding of safe working practices, and integrate safe working practices into workplace.

**Subfield** Food and Related Products Processing

**Domain** Food and Related Product Processing - Safety and Health

**Status** Registered

**Status date** 21 September 2007

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**Entry information** Open.

**Accreditation** Evaluation of documentation by NZQA and industry.

**Standard setting body (SSB)** Competenz (Food and Beverage)

**Accreditation and Moderation Action Plan (AMAP) reference** 0111

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

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### Special notes

- 1 Legislation relevant to this unit standard may include but is not limited to the: Health and Safety in Employment Act 1992; Health and Safety in Employment Regulations 1995; Food Act 1981; Food Hygiene Regulations 1974; Food (Safety) Regulations 2002; Resource Management Act 1991; and their associated regulations and subsequent amendments.
- 2 *Related products* may include: beverages, household products, or personal care products.

- 3 Definition  
*Organisational procedures* refer to documents that include: worksite rules, codes, and practices; equipment operating instructions; production specifications; documented quality management systems; and health and safety requirements.
- 4 Competence is to be demonstrated on at least three occasions of applying safe working practices in the food or related product processing workplace.
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## Elements and performance criteria

### Element 1

Demonstrate knowledge and understanding of safe working practices.

#### Performance criteria

- 1.1 Safe practices in food or related product processing workplace are understood and demonstrated without reference to information sources.
- 1.2 Safe practices in working with food or related product production equipment are understood and demonstrated.
- Range equipment – electrical, mechanical, automated, manually operated.
- 1.3 Knowledge of legislation related to safe working practices is demonstrated.
- 1.4 Knowledge of organisational requirements for wearing safety and protective clothing is demonstrated.
- 1.5 Understanding of in-house product safety requirements is demonstrated without reference to information sources.
- 1.6 Understanding of in-house personal hygiene requirements is demonstrated without reference to information sources.
- Range personal – hair, wounds, jewellery, clothing, illness.
- 1.7 Knowledge of reporting structure and line of responsibility relating to safe working practices is understood and demonstrated without reference to additional information.
- 1.8 Demonstration of knowledge and understanding of safe working practices complies with organisational policies, procedures, and legislation.
- Range policies and procedures – work instructions and/or manuals and/or operating procedures and/or quality standards.

## Element 2

Integrate safe working practices into workplace.

### Performance criteria

- 2.1 Operation of equipment in food or related product processing workplace optimises safety of operator and team mates.
- 2.2 Lifting and handling techniques used minimise risk of injury to self and others.
- 2.3 Correct clothing is worn in a manner that protects personnel and product and complies with organisational policy and legislation.
- 2.4 Work environment is clean and free from hazards.
- Range hazards – to personnel and/or product and/or plant; caused by personnel and/or equipment; environment.
- 2.5 Hazards to product are identified, and personnel authorised to act are notified within a timeframe that minimises product waste.
- Range hazards – to personnel and/or product and/or plant; caused by personnel and/or equipment; environment.
- 2.6 Personal and team member work practices are safe in compliance with organisational policies, procedures, and legislation.
- Range policies and procedures – work instructions and/or manuals and/or operating procedures and/or quality standards.
- 2.7 In-house personal hygiene requirements are integrated into work practice.
- Range personal – hair and/or wounds and/or jewellery and/or clothing and illness.

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### Please note

Providers must be accredited by NZQA, or an inter-institutional body with delegated authority for quality assurance, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by NZQA before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

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**Comments on this unit standard**

Please contact [Competenz qualifications@competenz.org.nz](mailto:Competenz_qualifications@competenz.org.nz) if you wish to suggest changes to the content of this unit standard.