**Level 3 Award, Certificate and Diploma for Proficiency in Fish and Shellfish Industry Skills**

**Qualification purpose**

These qualifications are designed for learners who are working in the fish and shellfish processing and supply industry. They offer learners the opportunity to develop skills and knowledge required to prove competence at work. They will also suit learners who are competent at core industry activities and are looking for ways of developing their existing skills and knowledge, perhaps to support multi-skilling or increase productivity at work.

For the first time, the qualifications offer the fish and shellfish industry a unique mix of

* occupational skills and knowledge units covering processing, sales or support competencies within the fish and shellfish industry, combined with
* the detailed fish and shellfish technical knowledge units relevant to all roles.

The flexible choice of units, allows learners to select units that are most relevant to their own employment, learning and progression requirement. The choice of units also reflects the wide variety of jobs which people do in different types of companies in the fish and shellfish processing and supply industry.

The Common Operations units also offer learners the opportunity to achieve competencies which are generic to the whole food and drink manufacturing industry, such as food safety, working with others and quality.

Learners may progress to level 3 qualifications.

Assessment requirements for the qualifications are detailed in Improve’s Proficiency Assessment Strategy 2010, and in Awarding Organisations’ guidance.

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| Ofqual purpose | D.1 Occupational Competence |
| Main JACQA funding stream  | Apprenticeships |
| Target learners | 16-18, 18+, 19+ |
| Fullness threshold  | Sector operative - 27 creditsSpecialist (operative and technician) – 37 credits |
| Sector | 4.2 |
| Suggested expiry date | 5 years from date of uploading |
| Review period | 3 years from date of uploading |
| Unit restrictions | None – all units are shared |

**Rules of Combination**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Award** | **Certificate** | **Diploma** |
| **Total credits required for qualifications** | **10-12** | **27-36** | **37-67** |
| **Guided Learning Hours range** **(min-max)** | **40-88** | **90-184** | **160-305** |
| Fish and shellfish processing skills units | 8-12 | Mandatory17-36 | 22+ |
| Fish and shellfish sales units |
| Support Operations units |
| Common Operations units | 0-4 | 0-8 |
| Fish and shellfish knowledge units |  | Optional1-10 | 7-15 |

**Accreditation information**

Improve have submitted the RoC for these three qualifications to the RITS bank. In order to gain accreditation for the qualifications please follow the guidance below which is taken from 7.28, page 172 of the RITS Guidance document October 2010:

* Search for the qualification structure using the following reference numbers:

|  |  |
| --- | --- |
| **Title** | **RITS** **Reference No** |
| Level 3 Award for Proficiency in Fish and Shellfish Industry Skills | S/010/376 |
| Level 3 Certificate for Proficiency in Fish and Shellfish Industry Skills | S/010/346 |
| Level 3 Diploma for Proficiency in Fish and Shellfish Industry Skills | S/010/377 |

* Select the banked structure for this qualification from the search results and click the copy button
* In the copy structure box you are asked if you want a ‘linked or template’ copy, select **‘linked’**. This creates a copy of the structure and links it to the original structure, ensuring that your accredited qualification always has the most up to date structure.
* Click the copy button in order to create a copy of the structure.
* You will now get your own reference number for the structure. The structure will now sit in your own organisation’s structure bank (My Structures).
* Now select ‘create’ in the qualification tab.
* In the reference number box, add in your own structure reference number and press ‘search’.
* You will now need to fill in accreditation information which is detailed throughout this document. This will include GLH for the qualification.

**Note on GLH**

* Please note that we have worked out the GLH on the minimum credit for each of the qualifications according to Ofqual’s guidance. We have double and triple checked this with Ofqual who have confirmed our working out is correct.
* Ofqual flag anything that has a difference of 100 hours between the min and max GLH.

**Qualification Unit Groups**

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| **Fish and shellfish processing skills units** |
| **Rits Ref** | **SPS Ref** | **Unit Type** | **Unit Title** | **Credit** | **Level** | **GLH** |
| F/602/1699 | FP.142S | OS | Control shellfish depuration processing | 2 | 3 | 15 |
| K/602/1700 | FP.143K | OK | Understand how to control shellfish depuration processing | 3 | 3 | 28 |
| L/504/5848 | PO.208.3S | OS | Monitor oil frying operations | 3 | 3 | 18 |
| R/504/5849 | PO.222.4K | OK | Understand how to monitor oil frying operations | 3 | 3 | 21 |
| J/504/5850 | SD.513.2S | OS | Monitor the reception and holding of live fish/shellfish | 3 | 3 | 20 |
| Y/504/5853 | SD.514.2K | OK | Understand how to monitor the reception and holding of live fish/shellfish | 3 | 3 | 22 |
| L/504/5851 | PM.107.2S | OS | Monitor fish / shellfish operations | 3 | 3 | 14 |
| R/504/5852 | PM.108.2K | OK | Understand how to monitor fish / shellfish operations | 3 | 3 | 19 |
| F/504/5846 | PM.105.2S | OS | Manage fish/shellfish operations | 3 | 3 | 22 |
| J/504/5847 | PM.106.2K | OK | Understand how to manage fish/shellfish operations | 4 | 3 | 22 |
| T/502/7408 | PD.103S | OS | Develop test samples in food manufacture | 3 | 3 | 16 |
| A/502/7409 | PD.104K | Ok | Understand how to develop test samples in food manufacture | 2 | 3 | 15 |
| A/502/7412 | PM.103S | OS | Evaluate and improve production in food manufacture | 3 | 3 | 16 |
| F/502/7413 | PM.104K | OK | Understand how to evaluate and improve production in food manufacture | 2 | 3 | 15 |
| A/503/4294 | FS.110.1K | OK | Understand how to monitor food safety management procedures in operations | 2 | 3 | 12 |
| D/502/7418 | PM.110S | OS | Carry out process control in food manufacture | 2 | 3 | 11 |
| H/502/7419 | PM.111K | OK | Understand how to carry out process control in food manufacture | 2 | 3 | 15 |
| D/502/8052 | SD.319S | OS | Monitor wrapping and labeling of products in food operations | 2 | 3 | 10 |
| D/601/8311 | QI.105S | OS | Carry out sampling for quality control in food operations | 2 | 3 | 8 |
| H/601/8312 | QI.106K | OK | Understand how to carry out sampling for quality control in food operations | 3 | 3 | 26 |
| **Retail & Service Group** |  |  |  |
| F/602/4571 | SD.111S | OS | Organise the receipt and storage of goods and materials in food operations | 3 | 3 | 15 |
| J/602/4572 | SD.112K | OK | Understand how to organise the receipt and storage of goods and materials in food operations | 3 | 3 | 18 |
| Y/602/1708 | SD.113S | OS | Monitor and maintain storage conditions in food operations | 3 | 3 | 14 |
| K/503/4341 | SD.115K | OK | Understand how to monitor and maintain storage conditions in food operations | 2 | 3 | 12 |
| D/601/5179 | SD.116S | OS | Monitor and maintain storage systems and procedures in food operations | 2 | 3 | 10 |
| D/601/5182 | SD.117K | OK | Understand how to monitor and maintain storage systems and procedures in food operations | 2 | 3 | 10 |
| D/601/5280 | SO.407S | OS | Maximise sales in a food retail environment  | 4 | 3 | 20 |
| R/601/5292 | SO.408K | OK | Understand how to maximise sales in a food retail environment | 3 | 3 | 24 |
| M/602/4582 | SO.509S | OS | Plan and co-ordinate food services  | 3 | 3 | 18 |
| A/602/4584 | SO.510K | OK | Understand how to plan and co-ordinate food services | 3 | 3 | 15 |
| H/602/4580 | SO.420S | OS | Monitor effectiveness of food retail operations  | 2 | 3 | 12 |
| M/602/4579 | SO.419S | OS | Set up and maintain food retail operations  | 3 | 3 | 20 |
| K/602/4581 | SO.421K | OK | Understand how to co-ordinate food retail operations | 2 | 3 | 14 |
| **Support Operations Group** |  |  |  |
| A/602/4701 | SF.111S | OS | Control energy efficiency in food operations | 3 | 3 | 13 |
| R/602/5627 | FS.109S | OS | Contribute to continuous improvement of food safety in operations | 3 | 3 | 20 |
| Y/602/5628 | FS.110K | OK | Understand how to contribute to continuous improvement of food safety in operations | 4 | 3 | 30 |
| F/602/5834 | FS.112.1S | OS | Control and monitor safe supply of raw materials and ingredients in food operations | 1 | 3 | 6 |
| J/602/5835 | FS.112.2K | OK | Understand how to control and monitor safe supply of raw materials and ingredients in food operations | 3 | 3 | 20 |
| A/602/4617 | PO.117S | OS | Diagnose problems in food operations | 3 | 3 | 14 |
| F/602/4618 | PO.118K | OK | Understand how to diagnose problems in food operations | 3 | 3 | 16 |
| J/602/4619 | PO.119S | OS | Resolve problems in food operations | 3 | 3 | 16 |
| A/602/4620 | PO.120K | OK | Understand how to resolve problems in food operations | 4 | 3 | 22 |
| M/502/7407 | QI.109S | OS | Monitor and control quality of work activities in food operations | 2 | 3 | 18 |
| F/602/4697 | QI.110S | OS | Monitor and control throughput to achieve targets in food operations | 2 | 3 | 9 |
| J/602/4698 | QI.111K | OK | Understand how to monitor and control throughput to achieve targets in food operations | 3 | 3 | 15 |
| F/503/4250 | FS.106S | OS | Promote food safety awareness in food operations | 2 | 3 | 10 |
| J/503/4251 | FS.107K | OK | Understand how to promote food safety awareness in operations | 1 | 3 | 7 |
| F/602/4585 | SO.513S | OS | Set up and maintain food service operations | 2 | 3 | 14 |
| L/602/4587 | SO.515K | OK | Understand how to set up and maintain food service operations | 2 | 3 | 16 |
| F/602/4702 | SF.113S | OS | Control waste minimisation in food operations | 3 | 3 | 16 |
| J/602/4703 | SF.114K | OK | Understand how to control minimisation in food operations | 3 | 3 | 24 |
| H/602/1713 | HS.203S | OS | Maintain, promote and improve environmental good practice in food operations | 2 | 3 | 10 |
| J/502/7414 | PM.105S | OS | Plan production schedules in food manufacture | 3 | 3 | 21 |
| L/502/7415 | PM.106K | OK | Understand how to plan production schedules in food manufacture | 2 | 3 | 14 |
| J/503/4296 | SD.318S | OS | Plan resources to meet anticipated demand for products in food operations | 2 | 3 | 8 |
| K/502/7423 | SM.203S | OS | Monitor and evaluate customer service in food operations | 4 | 3 | 19 |
| M/502/7424 | SM.204K | OK | Understand how to monitor and evaluate customer service in food operations | 3 | 3 | 21 |
| L/502/7365 | QI.107S | OS | Carry out testing for quality control in food operations | 3 | 3 | 11 |
| L/602/4699 | QI.119S | OS | Carry out quality audits in food operations | 3 | 3 | 9 |
| T/602/4700 | QI.120K | OK | Understand how to carry out quality audits in food operations | 3 | 3 | 15 |
| L/602/4704 | SF.115S | OS | Control water usage in food operations | 3 | 3 | 16 |
| R/602/4705 | SF.116K | OK | Understand how to control water usage in food operations | 3 | 3 | 25 |
| M/502/7410 | PD.107S | OS | Develop product specifications in food manufacture | 2 | 3 | 14 |
| T/502/7411 | PD.108K | OK | Understand how to develop product specifications in food manufacture | 2 | 3 | 12 |
| M/502/8055 | SD.325S | OS | Monitor effectiveness of despatch and transport in food operations | 2 | 3 | 10 |
| T/502/8056 | SD.326K | OK | Understand how to co-ordinate despatch and transport of orders in food operations | 2 | 3 | 10 |
| M/600/9600 | MSC B5 |  | Set objectives and provide support for team members | 5 | 3 | 35 |
| R/502/7416 | PM.107S | OS | Monitor and report on production progress in food manufacture | 2 | 3 | 9 |
| Y/502/7417 | PM.109K | OK | Understand how to monitor and report on production progress in food manufacture | 2 | 3 | 12 |
| T/602/0646 | SO.305S | OS | Monitor and control waste disposal in food operations | 3 | 3 | 15 |
| M/602/4517 | SO.306.3K | OK | Understand how to monitor and control waste disposal in food operations | 3 | 3 | 29 |
| T/602/4518 | SO.305.1S | OS | Monitor and control the recovery and separation of by-products and waste disposal in food operations | 2 | 3 | 12 |
| Y/600/9669 | MSC D5 | OS | Plan, allocate and monitor work of a team | 5 | 3 | 25 |
| F/502/9548 | L&D 8 | LLUK | Facilitate learning and development in groups | 6 | 3 | 25 |
| J/502/9549 | L&D 9 | LLUK | Facilitate learning and development for individuals | 6 | 3 | 25 |
| **Common Operations Group** |  |  |  |
| H/602/5826 | FS.108S | OS | Monitor food safety at critical control points in operations | 1 | 3 | 5 |
| Y/602/1692 | QI.103S | OS | Monitor product quality in food operations | 3 | 3 | 20 |
| T/602/5829 | QI.104K | OK | Understand how to control product quality in food operations | 2 | 3 | 10 |
| K/602/5827 | HS.307K | OS | Monitor health, safety and environmental systems in food operations | 2 | 3 | 12 |
| M/602/5828 | HS.308K | OK | Understand how to monitor health, safety and environmental management systems in food operations | 3 | 3 | 20 |
| L/602/5075 | QI.224S | OS | Manage organisational change for achieving excellence in food operations | 4 | 3 | 21 |
| R/602/5076 | QI.225K | OK | Understand how to manage organisational change for achieving excellence in food operations | 3 | 3 | 17 |
| M/602/6302 | PL.208S | OS | Develop working relationships with colleagues in food operations | 3 | 3 | 15 |
| A/602/6304 | PL.209K | OK | Understand how to develop working relationships with colleagues in food operations | 2 | 3 | 12 |
|  | **Fish and Shellfish Knowledge Units** |
|  | **Unit Ref** | **Unit Type** | **Unit Title** | **Credit** | **Level** | **GLH** |
| A/503/3100 | FP.143K | UK | Principles of controlling bivalve purification processing | 2 | 3 | 20 |
| A/602/0616 | FP.149K | UK | Principles of marine finfish product knowledge | 5 | 3 | 20 |
|  |  |  |  |  |  |  |
| D/602/0625 | FP.153K | UK | Principles of brining and salting fish shellfish | 2 | 3 | 13 |
| D/602/4044 | HS.107.1K | UK | Principles of monitoring and assessing risks in food operations | 2 | 3 | 13 |
| F/503/2918 | FP.152.1K | UK | Principles of managing fish and chip operations | 4 | 3 | 37 |
| F/503/2921 | FP.150.2K | UK | Principles of the fishmonger industry | 2 | 3 | 12 |
| F/503/3101 | FP.142.1K | UK | Principles of managing safety in bivalve purification operations | 4 | 3 | 32 |
| F/602/0617 | FP.150K | UK | Principles of shellfish, non-marine finfish and marine food products, product knowledge | 5 | 3 | 25 |
| F/602/4506 | FT.123K | UK | Principles of freezing methods in food technology | 4 | 3 | 30 |
| J/602/0621 | FP.151K | UK | Principles of seafood quality science | 4 | 3 | 20 |
| L/502/7558 | FT.122K | UK | Principles of the refrigeration cycle in food technology | 4 | 3 | 32 |
| R/602/0623 | FP.152K | UK | Principles of frying fish and chips | 4 | 3 | 18 |
| T/602/0615 | FP.148K | UK | Principles of displaying fish/shellfish in a sales environment | 3 | 3 | 14 |
| T/602/4034 | QI.118.2K | UK | Principles of quality in food operations | 3 | 3 | 18 |
| Y/502/7496 | FT.114K | UK | Principles of sensory assessment in food technology | 3 | 3 | 22 |
| A/503/2920 | FP.150.1K | UK | Principles of fishmonger practice | 3 | 3 | 23 |
| F/502/7430 | FT.150K | UK | Principles of canning in food technology | 4 | 3 | 30 |
| M/602/0614 | FP.116K | UK | Principles of fish shellfish smoking | 4 | 3 | 21 |
| M/602/0628 | FP.154K | UK | Principles of fish shellfish quality assessment | 3 | 3 | 14 |
| D/601/5313 | LSIS | UK | Understanding the principles and practices of assessment | 3 | 3 | 24 |
| T/502/0183 | FS.110.2K | UK | The principles of food safety supervision for manufacturing | 3 | 3 | 25 |
| Y/600/2382 | FS.110.3K | UK | The Principles of Hazard Analysis and Critical Control Points (HACCP) for food manufacturing | 3 | 3 | 20 |
| L/602/4556 | FT.151K | UK | Principles of aseptic packaging in food technology | 3 | 3 | 20 |