

## FDQ - Qualification Purpose and Structure

FDQ number	Qualification title	Qualification approval number (QN) Qualification Wales number	EQF Level	Review date
325-209	FDQ Level 2 Certificate for Proficiency in Fish and Shellfish Industry Skills	501/1903/5 C00/0294/0	3	31 Dec 2021

### Purpose overview

This qualification is designed primarily for learners in the fish and shellfish industry who wish to develop intermediate skills and knowledge required to confirm occupational competence at work. The qualification provides choice in a wide range of automated or manual processing techniques or distribution, service and retail skills to confirm occupational competence in specific job roles including:

- Fish and shellfish processing operative
- Fish and shellfish packaging and distribution operative
- Fish and shellfish service/sales operative
- Fish frying operative
- Fishmonger operative
- Quality assurance operative

Currently, the qualification is available within the Food and Drink Apprenticeship framework. However, learners may wish to achieve this qualification outside of the apprenticeship framework where this better meets their learning and development needs or training plan and future progression goals.

*Ofqual purpose D. Confirm occupational competence and/or 'licence to practice'.*

*Sub purpose D1. Confirm competence in an occupational role to the standards required.*

Learners need to be 16 years old or over to take this qualification. Learners do not require any prior qualifications or units or food skills experience to take this qualification. However, prior achievement of FDQ Level 1 Certificate/Diploma in Food Industry Skills may be an advantage for some learners. The qualification assesses and recognises competent achievement within the workplace.

The qualification covers mandatory skills from a wide range of areas like: operating fish or shellfish processing plant, filleting fish, grading fish, shellfish depuration, wrapping

and packaging, table/tray service and retail service. Learners can select from a large choice of mandatory skills in the processing, distribution, service and retail of fish and shellfish. Learners may choose optional units in fish and shellfish knowledge to meet their learning and development needs.

This qualification is a Certificate requiring achievement of 27 credits, graded at pass/fail. It is designed to provide occupational competence in the roles listed above for routine operational tasks based upon standard operational procedures (SOPs). Where these roles involve significant multi-tasking and complex operational and reporting arrangements a larger Diploma qualification is recommended. The Diploma requires achievement of 37 credits and allows the learner to achieve additional qualification units to reflect more complex and larger roles.

See below for: (i) a complete list of units that make up the qualification and their value within the qualification and (ii) the minimum and maximum Credits, Total Qualification Time and Guided Learning Hours.

### **This qualification could lead to**

This qualification will support progression to further learning in:

1. subject areas including:
  - fish and shellfish processing
  - food preparation and processing
  - food science and technology
  - food hygiene, safety and quality
  - food team leading/management.
2. particular qualifications including:
  - FDQ L3 Certificate for Proficiency in Fish and Shellfish Industry Skills
  - FDQ L3 Certificate for Proficiency in Food Industry Skills
  - FDQ L3 Certificate for Proficiency in Food Management
  - FDQ L3 Certificate for Proficiency in Food Manufacturing Excellence
  - L3 Food and Beverage qualifications
  - L3 Award in Food Safety Supervision for Manufacturing
  - L3 Award in HACCP for Food Manufacturing.
3. Apprenticeships (Advanced/Level 3) including:
  - Food and Drink Apprenticeship Frameworks (England and Wales)
  - Food and Drink Modern Apprenticeships (Scotland)

- Food and Drink Apprenticeship Framework (N. Ireland)

Certificate Proficiency qualifications or SVQs are the main qualifications within these frameworks relating to controller, technician or supervisor level roles including:

- Fish and shellfish processing controller/supervisor
- Fish and shellfish packaging and distribution controller
- Fish and shellfish service/sales controller/supervisor
- Fish Frying controller/supervisor
- Fishmonger controller/supervisor
- Quality assurance technician/controller

This Certificate is recommended for learners progressing into Level 3 Certificate learning in the subject areas or qualifications listed above, or within Apprenticeships. The achievement of this Certificate may not confirm sufficient breadth of development and competence to fully support progression to Level 3 Diploma sized learning, qualifications or within an Apprenticeship. A larger Diploma is recommended for learners progressing into Level 3 Diploma learning in subject areas, qualifications and into Apprenticeships.

### Qualification support

This qualification has been recognised for confirming occupational competence and is supported by the Sea Fish Industry Authority and the Food Training and Education Council.

### Further Information

Further information can be obtained from our website at: <http://www.fdq.org.uk/our-qualifications/processing-and-supply/fish-and-shellfish/>

Or by contacting FDQ Tel: 0113 3970 395 Email: [fdq@fdq.org.uk](mailto:fdq@fdq.org.uk)

### Rules of Combination (RoC)

	Certificate
<b>Total credits required for qualification</b>	<b>27</b>
<b>Total Qualification Time (TQT)</b>	<b>270 hours</b>
Group A	Mandatory 21+ credits
Group B Knowledge	Optional 0-7 credits

Guided Learning Hours Range  
(min-max)

79-246 hours

### Assessment

Occupational skills (OS) units are designed to assess the learner's applied skills required to demonstrate competent performance in the workplace in a defined role. Assessment of this qualification is by learner portfolio of achievement. Evidence of performance can be supplemented by other assessment evidence e.g. witness testimony, work-related questioning, workplace documentation, photographic evidence and professional discussion. Other assessment methods may be used to assess occupational knowledge (OK) and underpinning knowledge (UK) requirements including e-assessment, multiple-choice examination and assignment. Assessment requirements are set out in individual units of assessment. Reasonable adjustments apply that allow learner support for oral or other assessment adjustment arrangements to meet learner needs. All assessment activity is subject to internal quality assurance.

FDQ externally quality assures all centre assessment and internal quality assurance quality and arrangements.

### List of units

Unit ref	Unit type	Unit title	Level	Credit	GLH
<b>Group A Mandatory units</b>					
<b>Fish processing units</b>					
T/602/0520	OS	Fillet fish by hand	2	3	12
F/602/0522	OK	Understand how to fillet fish by hand	2	2	8
L/602/0524	OS	Process fish by hand	2	3	12
Y/602/0526	OK	Understand how to process fish by hand	2	2	12
D/602/0527	OS	Grade fish/shellfish by hand	2	2	7
K/602/0529	OK	Understand how to grade fish/shellfish by hand	2	3	16
D/602/0530	OS	Intake fish/shellfish	2	2	11
H/602/0531	OK	Understand how to intake fish/shellfish	2	2	14
A/602/0535	OS	Control fish/shellfish defrosting	2	1	3

Unit ref	Unit type	Unit title	Level	Credit	GLH
F/602/0536	OK	Understand how to control fish/shellfish defrosting	2	1	6
J/602/0537	OS	Shuck bivalves by hand	2	2	6
R/602/0539	OK	Understand how to shuck bivalves by hand	2	2	11
J/602/0540	OS	Pack and ice fish/shellfish	2	1	6
R/602/0542	OK	Understand how to pack and ice fish/shellfish	2	2	9
Y/602/0543	OS	Grade fish/shellfish by machine	2	2	7
Y/601/4614	OK	Understand how to control processes in food manufacture	2	4	26
H/602/0545	OS	Control the fish/shellfish brining process	2	3	12
K/602/0546	OK	Understand how to control the fish/shellfish brining process	2	1	9
T/602/0548	OS	Control the dry curing of fish	2	3	12
A/602/0549	OK	Understand how to control dry curing of fish	2	2	9
J/602/0568	OS	Control the fish/shellfish smoking process	2	3	12
L/602/0569	OK	Understand how to control the fish/shellfish smoking process	2	2	11
F/602/0570	OS	Control the fish/shellfish marinating process	2	3	12
L/602/0572	OK	Understand how to control the fish/shellfish marinating process	2	2	6
Y/602/0574	OS	Gut and clean fish by hand	2	2	4
D/602/0575	OK	Understand how to gut and clean fish by hand	2	2	10

Unit ref	Unit type	Unit title	Level	Credit	GLH
H/602/0576	OS	Assemble fish/shellfish products by hand	2	2	8
M/602/0578	OK	Understand how to assemble fish/shellfish products by hand	2	2	10
K/602/0580	OS	Extract shellfish meat by hand	2	2	10
M/602/0581	OK	Understand how to extract shellfish meat by hand	2	2	10
J/602/1686	OS	Control shellfish meat extraction operations	2	2	9
L/602/1687	OK	Understand how to control shellfish meat extraction operations	2	1	10
R/602/1688	OS	Pack live shellfish for despatch	2	2	10
Y/602/1689	OK	Understand how to pack and care for live shellfish for despatch	2	2	10
L/602/1690	OS	Control fish gutting operations	2	2	10
R/602/1691	OS	Control fish skinning operations	2	2	10
Y/602/1692	OS	Monitor product quality in food operations	3	3	20
D/602/1693	OK	Understand how to use fish/shellfish quality assessment methods	2	3	15
H/602/1694	OS	Harvest fish for food supply	2	2	7
K/602/1695	OK	Understand how to harvest fish for food supply	2	1	4
T/602/1697	OS	Carry out shellfish depuration processing	2	1	9
A/602/1698	OK	Understand how to carry out shellfish depuration processing	2	2	14
F/602/1699	OS	Control shellfish depuration processing	3	2	15

Unit ref	Unit type	Unit title	Level	Credit	GLH
K/602/1700	OK	Understand how to control shellfish depuration processing	3	3	28
T/601/5172	OS	Operate central control systems in food manufacture	2	2	11
A/601/5173	OK	Understand how to operate central control systems in food manufacture	2	2	10
M/602/1701	OS	Control size reduction in food manufacture	2	3	20
T/602/1702	OS	Control weighing in food manufacture	2	2	10
A/602/1703	OS	Control mixing in food manufacture	2	3	20
A/601/4606	OS	Control heat treatment in food manufacture	2	3	20
F/601/5174	OS	Control separation in food manufacture	2	3	20
Y/601/4631	OS	Control temperature reduction in food manufacture	2	3	20
F/602/1704	OS	Control forming in food manufacture	2	3	20
J/601/4608	OS	Control depositing in food manufacture	2	3	18
J/602/1705	OS	Control defrosting in food manufacture	2	2	15
D/601/4663	OK	Understand how to control defrosting in food manufacture	2	3	19
L/602/1706	OS	Prepare sauces and marinades by hand in food manufacture	2	3	22
R/602/1707	OK	Understand how to prepare sauces and marinades by hand in food manufacture	2	2	8
F/601/4610	OS	Control enrobing in food manufacture	2	3	17
<b>Retail and service units</b>					
Y/602/1708	OS	Monitor and maintain storage conditions in food operations	3	3	14

Unit ref	Unit type	Unit title	Level	Credit	GLH
H/601/5247	OS	Contribute to the effectiveness of food retail operations	2	2	10
K/601/5248	OK	Understand how to contribute to the effectiveness of food retail operations	2	2	11
L/601/8305	OS	Sell food products in a retail environment	2	2	14
R/601/8306	OK	Understand how to sell food products in a retail environment	2	3	20
D/601/5280	OS	Maximise sales in a food retail environment	3	4	20
R/601/5292	OK	Understand how to maximise sales of food products in a retail environment	3	3	24
D/602/1709	OS	Process fish/shellfish in a sales environment	2	3	14
R/602/1710	OK	Understand how to process fish/shellfish in a sales environment	2	2	7
Y/602/1711	OS	Display fish/shellfish in a sales environment	2	2	10
D/602/1712	OK	Understand how to display fish/shellfish in a sales environment	2	3	16
K/601/4570	OS	Prepare ingredients and store fillings and toppings in food manufacture	2	3	25
H/601/4616	OK	Understand how to prepare and store savoury fillings and toppings in food manufacture	2	2	14
R/601/4580	OS	Produce individual packs by hand in food operations	2	3	14
D/601/4582	OS	Prepare to operate a counter/take away service in food operations	2	2	4



Unit ref	Unit type	Unit title	Level	Credit	GLH
J/601/4589	OK	Understand how to prepare to operate a counter/take away service in food operations	2	2	10
F/601/4591	OS	Operate a counter/take away service in food operations	2	2	4
D/601/4596	OK	Understand how to operate a counter/take away service in food operations	2	2	12
M/601/4599	OS	Prepare to operate a table/tray service in food operations	2	2	4
H/601/4602	OK	Understand how to prepare to operate a table/tray service in food operations	2	2	12
M/601/4604	OS	Operate a table/tray service in food operations	2	2	4
T/601/4605	OK	Understand how to operate a table/tray service in food operations	2	2	12
F/601/4607	OS	Finish bake-off products	2	3	10
J/601/4611	OK	Understand how to finish bake-off products	2	2	12
D/601/4615	OS	Assemble and process food service products	2	2	13
M/601/4618	OK	Understand how to assemble and process products for food service	2	2	11
<b>Support units</b>					
F/601/8303	OS	Monitor food hygiene standards using rapid test methods in operations	2	3	19
J/601/8304	OK	Understand how to monitor food hygiene standards using rapid test methods in operations	2	2	12
T/601/8301	OS	Lift and handle materials safely in food operations	2	2	10

Unit ref	Unit type	Unit title	Level	Credit	GLH
A/601/8302	OK	Understand how to lift and handle materials safely in food operations	2	2	15
A/601/2919	OS	Contribute to environmental safety in food operations	2	2	5
M/601/2920	OK	Understand how to contribute to environmental safety in food operations	2	2	11
H/602/1713	OS	Maintain, promote and improve environmental good practice in food operations	3	2	10
K/602/1714	OK	Understand how to monitor and improve environmental good practice in food operations	3	3	18
T/601/2921	OS	Contribute to the maintenance of plant and equipment in food operations	2	3	30
A/601/2922	OK	Understand how to contribute to the maintenance of plant and equipment in food operations	2	3	20
A/601/4623	OS	Store goods and materials in food operations	2	3	24
F/601/4624	OK	Understand how to store goods and materials in food operations	2	4	25
J/601/4625	OS	Supply materials for production in food operations	2	3	18
L/601/4626	OK	Understand how to supply materials for production in food operations	2	3	17
A/601/8297	OS	Produce product packs in food operations	2	3	10
F/601/8298	OK	Understand how to produce product packs in food operations	2	3	25
R/601/4627	OS	Pack orders for despatch in food operations	2	1	6

Unit ref	Unit type	Unit title	Level	Credit	GLH
Y/601/4628	OK	Understand how to pack orders for despatch in food operations	2	1	6
M/602/1715	OS	Prepare orders for despatch in food operations	2	3	19
M/602/1696	OK	Understand how to prepare orders for despatch in food operations	2	3	20
H/601/8309	OS	Carry out product changeovers in food manufacture	2	2	11
Y/601/8310	OK	Understand how to carry out product changeovers in food manufacture	2	2	16
Y/601/2944	OS	Contribute to problem diagnosis in food manufacture	2	2	10
D/601/2945	OK	Understand how to contribute to problem diagnosis in food manufacture	2	2	15
H/601/2946	OS	Contribute to problem resolution in food manufacture	2	3	13
K/601/2947	OK	Understand how to contribute to problem resolution in food manufacture	2	2	18
D/601/4632	OS	Control wrapping in food manufacture	2	3	17
Y/601/4614	OK	Understand how to control processes in food manufacture	2	4	26
T/601/4653	OS	Slice and bag individual food products	2	2	15
R/601/4658	OK	Understand how to slice and bag individual food products	2	2	15
M/601/4666	OS	Control washing and drying machinery in food operations	2	3	16
T/601/4670	OK	Understand how to control washing and drying machinery in food operations	2	2	12

Unit ref	Unit type	Unit title	Level	Credit	GLH
T/602/0632	OS	Sharpen cutting tools for use in food operations	2	2	7
F/602/0634	OK	Understand how to sharpen cutting tools for use in food operations	2	2	14
J/601/8299	OS	Control hygiene cleaning in food operations	2	3	23
M/601/8300	OK	Understand how to control hygiene cleaning in food operations	2	3	28
L/602/0636	OS	Deal effectively with waste in food operations	2	2	8
R/602/0637	OK	Understand how to deal effectively with waste in food operations	2	2	10
T/602/0646	OS	Monitor and control waste disposal in food operations	3	3	15
J/602/0649	OK	Understand how to monitor and control the recovery of by-products in food operations	2	3	27
R/601/4675	OS	Fill or extrude meat and meat-based mixtures	2	2	8
D/601/4677	OK	Understand how to fill or extrude meat and meat-based mixtures	2	2	16
M/602/4517	OK	Understand how to monitor and control waste disposal in food operations	3	3	29
T/602/4518	OS	Monitor and control the recovery and separation of by-products and waste disposal in food operations	3	2	12
<b>Common operation units</b>					
H/601/2896	OS	Work effectively with others in food operations	2	2	15
K/601/2897	OK	Understand how to work effectively with others in food operations	2	2	18

Unit ref	Unit type	Unit title	Level	Credit	GLH
T/601/2899	OS	Maintain product quality in food operations	2	2	5
H/601/2901	OK	Understand how to maintain product quality in food operations	2	2	11
K/601/2902	OS	Maintain workplace food safety standards in operations	2	2	16
M/601/2903	OK	Understand how to maintain workplace food safety standards in operations	2	2	20
M/601/2917	OS	Maintain workplace health and safety in food operations	2	2	4
T/601/2918	OK	Understand how to maintain workplace health and safety in food operations	2	2	18
H/601/2929	OS	Contribute to continuous improvement for achieving excellence in food operations	2	3	14
Y/601/2930	OK	Understand how to contribute to continuous improvement for achieving excellence in food operations	2	2	12
K/601/8313	OS	Clean in place (CIP) plant and equipment in food operations	2	3	19
M/601/8314	OK	Understand how to prepare for and conduct cleaning in place (CIP) of plant and equipment in food operations	2	2	12
T/601/8315	OK	Understand how to avoid contamination and complete cleaning in place (CIP) of plant and equipment in food operations	2	2	13
A/601/8316	OS	Carry out task hand-over procedures in food manufacture	2	2	10

Unit ref	Unit type	Unit title	Level	Credit	GLH
F/601/8317	OK	Understand how to carry out task hand-over procedures in food manufacture	2	1	7
<b>Group B - Optional fish knowledge units</b>					
M/602/0614	UK	Principles of fish/shellfish smoking	3	4	21
T/602/0615	UK	Principles of displaying fish/shellfish in a sales environment	3	3	14
A/602/0616	UK	Principles of marine finfish	3	5	20
F/602/0617	UK	Principles of shellfish, non-marine finfish and marine food products	3	5	25
J/602/0621	UK	Principles of seafood quality science	3	4	20
R/602/0623	UK	Principles of frying fish and chips	3	4	18
D/602/0625	UK	Principles of brining and salting fish/shellfish	3	2	13
M/602/0628	UK	Principles of fish/shellfish quality assessment	3	3	14
M/602/3013	UK	Principles of sterile processing in food technology	3	4	30
K/602/0630	UK	Principles of cans and closing cans in food manufacture	2	2	10
Y/504/7246	UK	Principles of supporting an organisational culture in a food business	3	3	18
D/504/7247	UK	Principles of setting targets and monitoring performance in a food business	3	3	21
D/504/7250	UK	Principles of organisational compliance in a food business	3	4	22
K/502/0181	UK	Principles of food safety for manufacturing	2	1	9

Unit ref	Unit type	Unit title	Level	Credit	GLH
A/601/2631	UK	Principles of HACCP based food safety in manufacturing	2	1	8
D/502/7435	UK	Principles of clean in place (CIP) in food operations	2	1	8
R/502/7433	UK	Principles of using and storing materials in food operations	2	1	7
L/502/7432	UK	Principles of product quality and improvements in food operations	2	2	11