

FDQ - Qualification Specification

FDQ number	Qualification title	Qualification number (QN)	EQF Level	Review date
311-276	FDQ Level 3 Diploma in Food & Drink Operations	603/3650/X	3	31/01/2027

Qualification Purpose

This qualification is designed primarily for learners who wish to develop advanced occupational skills and knowledge in a wide range of supervisory and monitoring skills in food processing to confirm occupational competence in specific job roles including:

- Food processing controller/technician
- Food quality assurance controller/supervisor
- Process improvement lead operative

Operations in food or drink manufacturing and processing are wide ranging and typically include the production of snack foods, convenience ready meals, confectionery and chocolate, baked goods, sandwiches, fresh and prepared produce, beverages and alcoholic drinks, amongst many other types of product.

The qualification is designed to support achievement of the Standard for the Food and Drink Advanced Process Operator Apprenticeship. However, learners may wish to achieve this qualification outside of an apprenticeship programme where this better meets their learning and development needs.

The qualification is regulated by the Office of Qualifications and Examinations Regulation (Ofqual), which is a non-ministerial government department that regulates qualifications, examinations in England. This is a Regulated Qualifications Framework (RQF) qualification, with an assigned 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, as this qualification assesses and recognises competent achievement within the workplace, learners will need to be employed or contracted in a workplace or engage in substantive periods of work experience or placement.

When used to support achievement of the Standard for the Food and Drink Advanced Process Operator Apprenticeship, entrants should typically have achieved at least Level 2 in English and Maths.

Qualification Content

This qualification contains mandatory knowledge and competency units in topics associated with the advanced operator's role including leading and developing teams; introducing and maintaining equipment and processes; contributing to audits and implementing quality systems.

Learners and their employers must select one unit from two optional competency units, according to which is most appropriate to their job role. These units ensure occupational competency in problem solving and continuous improvement and enable the learner to gain practical experience of a real-time problem and improvement project related to either process or quality.

This qualification is a Diploma requiring achievement of 59 credits. See below for a complete list of units that make up the qualification, their associated credits and Guided Learning Hours (GLH). Please note that the Total Qualification Time (TQT) of 590 hours represents the total number of hours required to complete the Diploma, and is comprised of the following activities:

GLH:

- Classroom based induction activities
- Classroom based learning and assessment under supervision, in a group or 1 to 1 basis
- Skills practice carried out in training areas within the workplace where the learner is observed or assessed during the activity
- Invigilated or supervised examinations or assessments
- 1 to 1 meetings with teaching staff e.g. face to face, or telephone/webcam sessions

- Work based practice observed by the employer, tutor or other witness more qualified than the learner
- E assessment where the learner is supervised by teaching staff

TQT includes all GLH activities plus:

- Research activities where the learner carries out independent research to assist with assessments
- Skills practice at place of learning or workplace where the learner is responsible for generating their own evidence of practice such as a statement of attendance (not by teaching staff)
- On-line e-learning and e-assessment where the learner independently studies specific resources and is assessed on their knowledge and understanding.

This qualification could lead to

This qualification will support progression to further learning in:

1. Subject areas including:

- Food science and technology
- Food safety and quality
- Food team leading/management
- Continuous improvement and sustainability of food manufacturing

2. Further qualifications including:

- FDQ Level 4 Certificate for Proficiency in Food Manufacturing Excellence
- Level 4/5 Food Science/Technology
- Level 4/5 Management

Qualification support

This qualification has been supported by the Food and Drink Training and Education Council and a range of employers and training providers.

Further Information

Further information can be obtained from our website at: <http://www.fdq.org.uk>

Or by contacting FDQ:

Tel: 0113 859 1266

Email: fdq@fdq.org.uk

Assessment

The qualification must be assessed using a multiple choice examination set by FDQ, workbooks, a portfolio of evidence of competency and a work-based project, according to the type of unit being assessed. Further details on mandatory assessment techniques can be found in the FDQ Qualification Handbook. Learners must achieve all learning outcomes within units of assessment in order to pass the qualification.

FDQ has in place a quality system comprising policies and procedures to ensure its qualifications are effectively developed and delivered and that they remain fit for purpose. FDQ externally quality assures all centre assessment and internal quality assurance arrangements.

Achievement

Overall grading of the qualification is Fail, Pass, Merit or Distinction

Rules of Combination (RoC)

FDQ Level 3 Diploma in Food & Drink Operations	
Total Qualification Time (TQT)	590 hours
Group A – Mandatory units	6 credits
Group B – Mandatory units	18 credits
Group C – Mandatory units	28 credits
Group D – Mandatory optional units	7 credits
Total credits	59
Guided Learning Hours (GLH)	322

List of units

Unit ref	Unit type	Unit title	Level	Credit	GLH
Group A - Mandatory units					
F/617/2512	UK	Principles of food safety and HACCP for advanced food operators	3	3	18
J/617/2513	UK	Principles of food science and technology	3	3	20
Group B - Mandatory units					
L/617/2514	OK	Principles of manufacturing practice for advanced food and	3	6	30

Unit ref	Unit type	Unit title	Level	Credit	GLH
		drink operators			
R/617/2515	OK	Understand how to improve food and drink operations	3	4	28
Y/617/2516	OK	Understand how to introduce and maintain equipment and processes in food & drink operations	3	3	15
D/617/2517	OK	Understand how to manage health, safety and environmental systems in food & drink operations	3	5	28
Group C - Mandatory units					
H/617/2518	OC	Contribute to audits in food and drink operations	3	4	20
H/617/2521	OC	Lead and develop teams in food and drink operations	3	4	25
T/617/2524	OC	Manage food and drink operations	3	14	80
F/617/2526	OC	Implement and manage quality control systems and quality control in food and drink operations	3	6	40
Group D – Mandatory optional units – select one					

Unit ref	Unit type	Unit title	Level	Credit	GLH
R/617/2529	OC	Improve food and drink operations using continuous improvement and problem-solving techniques	3	7	18
J/617/2530	OC	Improve food and drink quality using continuous improvement and problem-solving techniques	3	7	18