FDQ - Qualification Specification

FDQ number	Qualification title	Qualification number (QN) Qualification Wales number	EQF Level	Review date
323-061	FDQ Level 3 Certificate for Proficiency in Meat and Poultry Industry Skills	600/0512/9 C00/0317/2	4	31st Dec 2026

Qualification Purpose

This qualification is designed primarily for learners in the meat and poultry industry who wish to develop advanced skills and knowledge required to confirm occupational competence at work. The qualification provides choice in a wide range of control, monitoring and management of processing operations or distribution, service and retail operations to confirm occupational competence in specific job roles including:

- Lairage/slaughter controller/supervisor
- Meat and poultry processing controller
- Butchery controller/supervisor
- Meat and poultry packaging and distribution controller
- Meat and poultry service/sales controller
- Meat quality assurance technician/controller

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 2 Certificate for Proficiency in Meat and Poultry 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: controlling meat and poultry processing plant, monitoring production, management of operations, diagnosis and resolution of problems, quality testing and sampling, co-ordinating butchery service and retail operations. Learners can select from a large choice of mandatory skills in the control of processing, distribution, service and retail of meat and poultry. Learners may choose optional units in meat and poultry 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 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, Guided Learning Hours and Total Qualification Time.

This qualification could lead to

This qualification will support progression to further learning in:

1.   subject areas including:

- meat and poultry processing management
- food preparation and processing management
- food science and technology
- food hygiene, safety and quality management
- food team management.

2.   particular qualifications including:

- FDQ L4 Certificate for Proficiency in Food Manufacturing Excellence
- L4 Food and Beverage qualifications
- L4 Award in Food Safety Management for Manufacturing
- L4 Award in HACCP for Food Manufacturing.

3.   Apprenticeships (Higher/Level 4) including:

- Management Apprenticeship Frameworks

These frameworks provide progression opportunities to the following job roles:

- Lairage/slaughter manager
- Meat and poultry processing manager
- Butchery manager
- Meat and poultry packaging and distribution manager
- Meat and poultry service/sales manager
- Meat quality assurance manager

This Certificate is recommended for learners progressing into Level 4 Certificate learning in the subject areas or qualifications listed above. The achievement of this Certificate may not confirm sufficient breadth of development and competence to fully support progression to Level 4 Diploma sized learning and qualifications. A larger Diploma is recommended for learners progressing into Level 4 Diploma learning in subject areas and qualifications.

Qualification support

This qualification has been recognised for confirming occupational competence and is supported by the Institute of Meat and the Food and Drink Training and Education Council.

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

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. Assessment requirements are set out in individual units of assessment, see exemplar *F/601/2954 Principles of continuous improvement techniques (Kaizen) in food operations.*

Other assessment methods may be used to assess occupational knowledge (OK) and underpinning knowledge (UK) requirements including e-assessment, multiple-choice examination and assignment. 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 has in place a quality system comprising policies and procedures to ensure its qualifications are developed, delivered and remain fit for purpose. FDQ externally quality assures all centre assessment and internal quality assurance quality and arrangements.

Rules of Combination (RoC)

FDQ Level 3 Certificate for Proficiency in Meat and Poultry Industry Skills	
Total credits required for the qualification	27
Total Qualification Time (TQT)	270 hours
Group A Mandatory units	Mandatory 21+ credits
Group B Knowledge units	Optional 0-6 credits
Guided Learning Hours Range (min-max)	92-255 hours

List of units

Unit ref	Unit type	Unit title	Level	Credit	GLH
Group A Mandatory units					
Meat and poultry processing units					
A/502/800 9	OS	Arrange transport scheduling for the delivery of livestock in food operations	3	2	8
M/502/801 0	OK	Understand how to arrange transport scheduling for the delivery of livestock in food operations	3	2	12
T/502/801 1	OS	Monitor and control the reception of livestock in food operations	3	2	9
D/502/801 8	OS	Understand how to monitor the reception of livestock in food operations	3	2	12
H/502/801 9	OS	Monitor the health and welfare of livestock pre-slaughter in food operations	3	2	9

Unit ref	Unit type	Unit title	Level	Credit	GLH
Y/502/802 0	OK	Understand how to monitor the health and welfare of livestock pre-slaughter in food operations	3	2	12
D/502/802 1	OS	Maintain lairage and ante-mortem facilities in food operations	3	2	10
H/502/802 2	OK	Understand how to maintain lairage and ante-mortem facilities in food operations	3	2	12
M/502/802 4	OS	Monitor bleeding for Kosher meat	3	2	8
T/502/802 5	OK	Understand how to monitor bleeding for Kosher meat	3	2	14
A/502/802 6	OS	Monitor slaughter operations in meat processing	3	3	21
J/502/802 8	OK	Understand how to monitor slaughter operations in meat processing	3	2	11
L/502/802 9	OS	Monitor carcase operations in meat processing	3	3	22
F/502/803 0	OK	Understand how to monitor carcase operations in meat processing	3	2	12
J/502/803 1	OS	Monitor carcase compliance and holding in meat processing	3	3	20
L/502/803 2	OK	Understand how to monitor carcase compliance and holding in meat processing	3	2	12
R/502/803 3	OS	Monitor an automated meat/poultry processing system	3	3	17
Y/502/803 4	OK	Understand how to monitor an automated meat/poultry processing system	3	2	12
D/502/803 5	OS	Classify meat or poultry carcases	3	3	12

Unit ref	Unit type	Unit title	Level	Credit	GLH
H/502/803 6	OS	Monitor the recovery of by-products and disposal of waste in meat processing	3	3	24
K/502/803 7	OK	Understand how to monitor the recovery of by-products and disposal of waste in meat processing	3	2	15
M/502/803 8	OS	Monitor the recovery of co-products and disposal of waste in meat processing	3	3	24
T/502/803 9	OK	Understand how to monitor the recovery of co-products and disposal of waste in meat processing	3	2	15
K/502/804 0	OS	Monitor primal butchery in meat processing	3	3	17
M/502/804 1	OK	Understand how to monitor primal butchery in meat processing	3	2	13
T/502/804 2	OS	Monitor secondary butchery in meat processing	3	3	17
A/502/804 3	OK	Understand how to monitor secondary butchery in meat processing	3	2	13
J/502/804 5	OS	Monitor butchery in sales operations	3	3	19
L/502/804 6	OK	Understand how to monitor butchery in sales operations	3	2	15
R/502/804 7	OS	Monitor the manufacture of meat products/preparations	3	3	15
Y/502/804 8	OK	Understand how to monitor the manufacture of meat products/preparations	3	2	13
D/502/804 9	OS	Monitor treatment operations in meat processing	3	3	16

Unit ref	Unit type	Unit title	Level	Credit	GLH
R/502/805 0	OK	Understand how to monitor treatment operations in meat processing	3	2	15
Y/502/805 1	OS	Monitor the slicing and wrapping of meat/meat products	3	3	15
J/502/805 9	OK	Understand how to monitor the slicing and wrapping of meat/meat products	3	2	13
Retail and service units					
J/602/456 9	OS	Plan and co-ordinate bake-off operations in food manufacture	3	3	15
A/602/457 0	OK	Understand how to plan and co-ordinate bake-off operations in food manufacture	3	3	14
D/601/528 0	OS	Maximise sales in a food retail environment	3	4	20
R/601/529 2	OK	Understand how to maximise sales of food products in a retail environment	3	3	24
D/601/529 4	OK	Understand how to plan to maximise sales of food products in a retail environment	3	3	22
M/602/457 9	OS	Set up and maintain food retail operations	3	3	20
H/602/458 0	OS	Monitor effectiveness of food retail operations	3	2	12
K/602/458 1	OK	Understand how to co-ordinate food retail operations	3	2	14
M/602/458 2	OS	Plan and co-ordinate food services	3	3	18
A/602/458 4	OK	Understand how to plan and co-ordinate food services	3	3	25
F/602/458 5	OS	Set up and maintain food service operations	3	2	14

Unit ref	Unit type	Unit title	Level	Credit	GLH
J/602/458 6	OS	Monitor effectiveness of food service operations	3	2	14
L/602/458 7	OK	Understand how to set up and maintain food service operations	3	2	16
F/602/457 1	OS	Organise the receipt and storage of goods and materials in food operations	3	3	15
J/602/457 2	OK	Understand how to organise the receipt and storage of goods and materials in food operations	3	3	18
Y/602/170 8	OS	Monitor and maintain storage conditions in food operations	3	3	14
Y/602/457 5	OS	Monitor stored goods and materials in food operations	3	2	11
D/601/517 9	OK	Monitor and maintain storage systems and procedures in food operations	3	2	10
D/601/518 2	OK	Understand how to monitor and maintain storage conditions in food operations	3	2	10

Support operations units

Unit ref	Unit type	Unit title	Level	Credit	GLH
D/602/581 1	OS	Maintain plant and equipment in food operations	3	4	26
K/602/583 0	OK	Understand how to maintain plant and equipment in food operations	3	3	23
J/601/522 5	OS	Interpret and communicate information and data in food operations	3	3	18
L/601/522 6	OK	Understand how to interpret and communicate information and data in food operations	3	3	14
A/602/470 1	OS	Control energy efficiency in food operations	3	3	13

Unit ref	Unit type	Unit title	Level	Credit	GLH
R/602/562 7	OS	Contribute to continuous improvement of food safety in operations	3	3	20
Y/602/562 8	OK	Understand how to contribute to continuous improvement of food safety in operations	3	4	30
D/601/831 1	OS	Carry out sampling for quality control in food manufacture	3	2	8
H/601/831 2	OK	Understand how to carry out sampling for quality control in food manufacture	3	3	26
J/601/968 0	OK	Report on compliance with food safety requirements in operations	4	4	26
L/601/968 1	OS	Understand how to report on compliance with food safety requirements in operations	4	4	20
F/602/583 4	OS	Control and monitor safe supply of raw materials and ingredients in food operations	3	1	6
J/602/583 5	OK	Understand how to control and monitor safe supply of raw materials and ingredients in food operations	3	3	20
A/502/741 2	OS	Evaluate and improve production in food manufacture	3	3	16
F/502/741 3	OK	Understand how to evaluate and improve production in food manufacture	3	2	15
J/502/741 4	OS	Plan production schedules in food manufacture	3	3	21
L/502/741 5	OK	Understand how to plan production schedules in food manufacture	3	2	14
Y/602/583 8	OS	Contribute to optimising work areas in food manufacture	3	3	26

Unit ref	Unit type	Unit title	Level	Credit	GLH
D/602/583 9	OK	Understand how to contribute to optimising work areas in food manufacture	3	3	15
A/602/461 7	OS	Diagnose problems in food operations	3	3	14
F/602/461 8	OK	Understand how to diagnose problems in food operations	3	3	16
J/602/461 9	OS	Resolve problems in food operations	3	3	16
A/602/462 0	OK	Understand how to resolve problems in food operations	3	4	22
F/602/469 7	OS	Monitor and control throughput to achieve targets in food operations	3	2	9
J/602/469 8	OK	Understand how to monitor and control throughput to achieve targets in food operations	3	3	15
M/602/583 1	OS	Set up and maintain picking and packing orders in food operations	3	3	18
T/602/583 2	OS	Monitor effectiveness of picking and packing operations in food operations	3	2	12
A/602/583 3	OK	Understand how to coordinate picking and packing orders in food operations	3	2	14
D/502/805 2	OS	Monitor wrapping and labelling of products in food operations	3	2	10
H/502/805 3	OK	Understand how to plan and co- ordinate wrapping and labelling in food operations	3	2	12
M/502/805 5	OS	Monitor effectiveness of despatch and transport in food operations	3	2	10
T/502/805 6	OK	Understand how to co-ordinate despatch and transport of orders in food operations	3	2	10

Unit ref	Unit type	Unit title	Level	Credit	GLH
Common operations units					
H/602/582 6	OS	Monitor food safety at critical control points in operations	3	1	5
Y/602/169 2	OS	Monitor product quality in food operations	3	3	20
T/602/582 9	OK	Understand how to control product quality in food operations	3	2	10
K/602/582 7	OS	Monitor health, safety and environmental systems in food operations	3	2	12
M/602/582 8	OK	Understand how to monitor health, safety and environmental management systems in food operations	3	3	20
A/602/630 4	OK	Understand how to develop working relationships with colleagues in food operations	3	2	12
L/602/507 5	OS	Manage organisational change for achieving excellence in food operations	3	4	21
R/602/507 6	OK	Understand how to manage organisational change for achieving excellence in food operations	3	3	17
M/602/630 2	OS	Develop working relationships with colleagues in food operations	3	3	15
A/602/630 4	OK	Understand how to develop working relationships with colleagues in food operations	3	2	12
Group B Knowledge units					
M/502/784 4	UK	Principles of breed and pre-slaughter selection of meat and poultry species	3	3	27

Unit ref	Unit type	Unit title	Level	Credit	GLH
F/602/622 4	UK	Principles of rearing and welfare of meat species	4	5	37
A/502/805 7	UK	Principles of butchery	3	3	24
F/502/805 8	UK	Principles of curing meat	3	3	22
A/502/806 0	UK	Principles of a specialist raw meat and poultry sales service	3	3	23
F/502/806 1	UK	Principles of a specialist cooked meat and poultry sales service	3	3	23
M/502/800 7	UK	Principles of a specialist cheese sales service	3	3	23
M/502/782 7	UK	Principles of classification of meat and poultry carcases	3	3	21
R/602/622 7	UK	Principles of microbiology and parasitology in meat production	4	3	24
D/602/622 9	UK	Principles of anatomy and physiology of meat species	4	5	37
Y/602/627 6	UK	Principles of pathology of meat species	4	5	37
T/502/800 8	UK	Principles of technology in meat processing	3	3	21
D/602/627 7	UK	Principles of meat science	4	5	37
A/502/784 6	UK	Principles of adding value to meat and poultry products	3	3	24
H/502/782 5	UK	Principles of animal waste and by-product removal and processing of edible co-products	3	3	24
A/602/450 5	UK	Principles of weights and measures in food technology	3	4	30

Unit ref	Unit type	Unit title	Level	Credit	GLH
F/602/450 6	UK	Principles of freezing methods in food technology	3	4	30
R/602/451 2	UK	Principles of gelatine biochemistry in food science	3	4	35
M/602/454 8	UK	Principles of lipid functionality in food science	3	4	35
K/602/455 0	UK	Principles of protein functionality in food science	3	4	32
T/602/456 6	UK	Principles of food labelling in food operations	3	4	30
Y/600/238 2	UK	The Principles of HACCP for food manufacturing	3	3	20
F/601/295 4	UK	Principles of continuous improvement techniques (Kaizen) in food operations	3	3	15
L/601/270 1	UK	Principles of sustainability in food operations	3	4	34

Exemplar unit of assessment

Title	Principles of continuous improvement techniques (Kaizen) in food operations		
Ofqual unit ref	F/601/2954		
Level	3	Credit value	3	GLH	15
Learning outcomes		Assessment criteria	
The learner will:		The learner can:	
1. Understand the features, importance of Kaizen activity		1.1 Explain how the health, safety and hygiene requirements of a work area can influence a Kaizen activity 1.2 Summarise the main features of a Kaizen activity and the establishment of measurable improvements 1.3 Evaluate the importance of encouraging people to identify continuous improvements 1.4 Explain the evaluation of improvement ideas and selection of those that are to be pursued 1.5 Explain the function of standard operating procedures and specifications 1.6 Clarify the resources required to support production schedules and specifications 1.7 Describe why it is important to be clear about the levels of authority of personnel linked to problem resolution.	

2.	Understand the criteria and requirements for Kaizen and problem solving	2.1	Explain the criteria used to select an area/processing activity for Kaizen activity
		2.2	Explain the importance of understanding the food process and/or activity under review
		2.3	Summarise the requirements for the deployment of Kaizen, and the resources required by the activity
		2.4	Explain the importance of waste in Kaizen activity and why inventory control is important to waste reduction
		2.5	Explain how root cause analysis can support problem solving
		2.6	Explain how own knowledge of food processing activities can support problem solving
3.	Understand how to interact with Kaizen activity	3.1	Explain the application of the Deming cycle (plan, do, check, act
		3.2	Explain how to engage the knowledge and experience of the people involved in the process in the development of improvement activities
		3.3	Explain how to separate facts and opinions about the food operations and how these affect improvement actions
		3.4	Explain the techniques used to visually communicate the work of the Kaizen activity to participants and others
		3.5	Explain how to use calculations for identifying the required production rate for a process
		3.6	Summarise the cycle time of a process

	3.7 Explain the techniques used to distribute work content to balance cycle times to the rate of customer demand, and how to visually represent it including • Line balance • Process displays.

Additional information about the unit	
Unit purpose and aim(s)	This unit supports workforce development for those who understand the principles of continuous improvement techniques (Kaizen) in food operations. The unit is designed for use primarily by team leaders, supervisors, technicians and others who carry out these workplace activities. The aim of the unit is to determine competent performance to recognised National Occupational Standards.
Assessment requirements or guidance specified by a sector or regulatory body (if appropriate)	This unit is designed to test the knowledge and understanding of learners in the workplace context in the principles of continuous improvement techniques (Kaizen) in food operations. It needs to be assessed on or off the job. The learner must demonstrate their current knowledge and understanding, to meet all assessment criteria. Assessment methods appropriate to the needs of the learner must be used to generate satisfactory evidence of knowledge and understanding.