

## FDQ - Qualification Specification

FDQ number	Qualification title	Qualification number (QN) Qualification Wales number	EQF Level	Review date
310-217	FDQ Level 1 Diploma in Food Industry Skills	601/3403/3 C00/1153/3	2	31 <sup>st</sup> Jan 2027 31 <sup>st</sup> Jan 2027

### Qualification Purpose

This qualification is designed primarily for learners who wish to develop their food skills and understanding to support progression to further learning.

*Ofqual purpose B. Prepare for further learning or training and/or develop knowledge and/or skills in a subject area. Sub purpose B1. Prepare for further learning or training: Sub purpose B2.*

*Develop knowledge and/or skills in a subject area*

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. The qualification assesses and recognises achievement within a learning environment.

The qualification covers mandatory practical food skills and knowledge in areas like: mixing, shaping, heating, cooling, finishing and presenting food products. Learners have a large choice of skills in the mandatory group of units, including general areas like hygiene, safety and quality. Learner may choose optional units in employability skills and food industry knowledge to meet their learning and development needs.

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.

\* in England and Northern Ireland learners may take this qualification when they are 14 years old or over.

## This qualification could lead to

The qualification will support progression to further learning in:

1. subject areas including;
  - food preparation and processing
  - food science and technology
  - food hygiene and safety
2. particular qualifications including;
  - FDQ L2 Diploma in Food Industry Skills
  - FDQ L2 Diploma in Professional Bakery
  - FDQ L2 Diploma in Professional Butchery
  - L2 Professional Cookery qualifications
  - L2 Patisserie and Confectionery qualifications
  - L2 Cake Decoration qualifications
  - L2 Food and Beverage qualifications
3. This qualification may support employment in/into operative level job roles including;
  - Food processing control operative
  - Food preparation operative
  - Food sales and service assistant
  - Quality assurance operative

This qualification is a Diploma requiring achievement of 46 credits, graded at pass/fail. It is primarily designed for learners progressing into Level 2 Diploma learning in subject areas, qualifications listed above. A smaller Certificate version of this qualification is available requiring achievement of 32 credits. The Certificate qualification version is primarily designed for learners progressing into supported Level 2 Certificate learning in a college or training centre environment in subject areas or qualifications.

## Qualification support

This qualification has been recognised for entry to further learning or qualifications and has received support from FDQ Approved Centres.

## 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](mailto:fdq@fdq.org.uk)

## Assessment

Assessment of this qualification is by learner portfolio of achievement. This may include learner observation of practical skills, questioning and assignments. Assessment requirements are set out in individual units of assessment, see exemplar D/506/3884 *Demonstrate food industry skills in assisting with selling of products*. The use of reasonable adjustments is permitted. 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 1 Diploma in Food Industry Skills	
<b>Total credits required for qualification</b>	<b>46</b>
<b>Total Qualification Time (TQT)</b>	<b>460 hours</b>
Group A – mandatory food industry skills units	33+ credits
Group B – optional employability skills units	0-10 credits
Group C – optional food industry knowledge units	0-3 credits
Guided Learning Hours Range (min-max)	398-455

## List of units

Unit ref	Unit type	Unit title	Level	Credit	GLH
<b>Group A Mandatory food industry skills units</b>					
D/506/3884	VS	Demonstrate food industry skills in assisting with selling of products	1	4	36
H/506/3885	VS	Demonstrate food industry skills in carrying out hygiene cleaning	1	4	36
M/506/3890	VS	Demonstrate food industry skills in cooling treatments	1	4	40
A/506/3889	VS	Demonstrate food industry skills in dealing with waste	1	3	30
T/506/3888	VS	Demonstrate food industry skills in displaying and presenting products	1	4	37
T/506/3891	VS	Demonstrate food industry skills in finishing products	1	4	40
A/506/3892	VS	Demonstrate food industry skills in forming and shaping	1	4	40
F/506/3893	VS	Demonstrate food industry skills in heat treatments	1	4	40
J/506/3894	VS	Demonstrate food industry skills in maintaining personal hygiene and food safety standards	1	4	37
L/506/3895	VS	Demonstrate food industry skills in maintaining product quality	1	4	37
R/506/3896	VS	Demonstrate food industry skills in operating safely	1	4	40
Y/506/3897	VS	Demonstrate food industry skills in picking and packing orders	1	4	37

Unit ref	Unit type	Unit title	Level	Credit	GLH
D/506/3898	VS	Demonstrate food industry skills in preparing and maintaining tools and equipment	1	4	40
H/506/3899	VS	Demonstrate food industry skills in producing product packs	1	4	37
L/506/3900	VS	Demonstrate food industry skills in receiving and storing materials	1	4	39
R/506/3901	VS	Demonstrate food industry skills in reporting, recording and retrieving information	1	4	37
Y/506/3902	VS	Demonstrate food industry skills in selecting and mixing ingredients	1	4	40
D/506/3903	VS	Demonstrate food industry skills in size reduction and portioning	1	4	39
H/506/3904	VS	Demonstrate food industry skills in working effectively in a team	1	5	38
K/506/3905	VS	Demonstrate food industry skills in assembling products	1	3	30
<b>Group B - Optional employability skills units</b>					
K/505/6503	UK	Principles of learning and work skills in a food business	1	3	24
K/505/6498	UK	Principles of effective communication in a food business	1	2	18
M/505/6521	UK	Principles of time management in a food business	1	2	18
J/505/6508	UK	Principles of personal presentation for a food business	1	2	18

Unit ref	Unit type	Unit title	Level	Credit	GLH
L/505/6526	UK	Principles of workplace conflict in a food business	1	1	9
H/505/6497	UK	Principles of customer care in a food business	1	2	18
F/505/6510	UK	Principles of problem solving in a food business	1	2	18
D/505/6496	UK	Principles of approaches to learning in a food business	1	1	9
M/505/6499	UK	Principles of getting the most out of food business training	1	1	9
L/505/6509	UK	Principles of planning for career progression in a food business	1	1	9
Y/505/6495	UK	Principles of applying for a food business job	1	1	9
H/505/6516	UK	Principles of searching for a food business job	1	2	18
Y/505/6500	UK	Principles of interview skills for a food business job	1	1	9
D/505/6529	UK	Principles of writing Curriculum Vitae for food business job applications	1	2	18
L/505/6512	UK	Principles of rights and responsibilities in the food business workplace	1	2	18
<b>Group C - Optional food industry knowledge units</b>					
J/602/6094	UK	Principles of HACCP awareness	1	1	4
H/503/4774	UK	Principles of food safety awareness in manufacturing	1	1	7

Unit ref	Unit type	Unit title	Level	Credit	GLH
A/503/4778	UK	Principles of the UK baking industry	1	1	9
F/503/4779	UK	Principles of the UK meat and poultry industry	1	1	9
T/506/3504	UK	Principles of the UK catering industry	1	1	9

### Exemplar unit of assessment

<b>Title</b>	Demonstrate food industry skills in assisting with selling of products				
<b>Ofqual unit ref</b>	D/506/3884				
<b>Level</b>	1	<b>Credit value</b>	4	<b>GLH</b>	36
<b>Learning outcomes</b>	<b>Assessment criteria</b>				
<b>The learner will:</b>	<b>The learner can:</b>				
1. Identify and satisfy customer needs	1.1 Greet customers 1.2 Assist customers in identifying their needs 1.3 Show customers products and confirm needs 1.4 Offer suitable alternatives when products are unavailable or when customers are undecided 1.5 Wrap or pack products 1.6 Conduct sales to meet the needs of customers.				

<p>2. Process the sale of products</p>	<p>2.1 Confirm the price and the method of payment with customers</p> <p>2.2 Process payments</p> <p>2.3 Keep payments and stock safe throughout transactions</p> <p>2.4 Report problems to the relevant person</p> <p>2.5 Thank customers for their custom.</p>
<p>3. Know how to identify and satisfy the needs of customers</p>	<p>3.1 State the importance of working with customers within their price range</p> <p>3.2 Outline why it is important to confirm the exact requirements of customers</p> <p>3.3 State why it is important to provide customers with choice and alternatives where possible</p> <p>3.4 State why it is important not to upset customers or cause conflict.</p>
<p>4. Know how to process and complete the sale of products</p>	<p>4.1 State the requirements for dealing with payment</p> <p>4.2 Outline ways to keep payments and stock safe</p> <p>4.3 State the requirements for reporting problems with customers and payments</p> <p>4.4 Outline the importance of communication and the implications of not communicating effectively.</p>



Additional information about the unit	
Unit purpose and aim(s)	<p>This unit supports vocational development for those who need to demonstrate skills and knowledge in assisting with the selling of products, for food manufacturing and related supply chain operations in a learning environment.</p> <p>The unit is designed for use primarily by those who plan to enter the food and drink industry, in an operative or support role. It is designed to assess skills and knowledge demonstrated in a learning environment and it does not confirm competence in the workplace.</p>
Assessment requirements or guidance specified by a sector or regulatory body (if appropriate)	<p>This unit is designed to assess the skills and knowledge of learners when demonstrating how to assist with the selling of products in food operations. It can be assessed off the job, in a learning environment.</p> <p>The learner must demonstrate their skills, 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.</p>