

FDQ - Qualification Specification

FDQ number	Qualification title	Qualification number (QN)	EQF Level	Review date
310-201	FDQ Level 1 Certificate in Food Industry Skills	601/1729/1	2	31st 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.

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 Certificate in Food Industry Skills
 - FDQ L2 Certificate in Professional Bakery
 - FDQ L2 Certificate in Professional Butchery
 - L2 Professional Cookery qualifications
 - L2 Patisserie and Confectionery qualifications
 - L2 Cake Decoration qualifications
 - L2 Food and Beverage qualifications
3. work-based learning for operative level job roles including;
 - food preparation operative
 - food processing and manufacture operative
 - food sales and service support assistant

This qualification is a Certificate requiring achievement of 32 credits, graded at pass/fail. It is primarily designed for learners progressing into supported Level 2 Certificate learning in a college or training centre environment in the subject areas or qualifications listed above. The achievement of this Certificate does not allow sufficient breadth of development of food skills or employability skills to fully support progression into Apprenticeships, but may support other work-based learning. A larger Diploma version of this qualification is available requiring achievement of 46 credits. The Diploma qualification version is primarily designed for learners progressing into Level 2 Diploma learning in subject areas, qualifications and into Apprenticeships.

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

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 *T/503/4729 Demonstrate food operations skills in assisting with selling of products*. The use of reasonable adjustments is permitted. FDQ externally quality assures all centre assessment and internal quality assurance quality and arrangements. FDQ has in place a quality system comprising policies and procedures to ensure its qualifications are developed, delivered and remain fit for purpose.

Rules of Combination (RoC)

FDQ Level 1 Certificate in Food Industry Skills	
Total Qualification Time (TQT)	320 hours
Group A – Mandatory food industry skills units	20+ credits
Group B – Optional employability skills units	0-8 credits
Group C – Optional food industry knowledge units	0-4 credits
Guided Learning Hours (GLH)	254 hours

List of units

Unit ref	Unit type	Unit title	Level	Credit	GLH
Group A - Mandatory food industry skills units					
T/503/4729	VS	Demonstrate food operations skills in assisting with selling of products	1	4	36
K/503/4730	VS	Demonstrate food operations skills in carrying out hygiene cleaning	1	4	36
M/503/4731	VS	Demonstrate food operations skills in cooling treatments	1	4	40
T/503/4732	VS	Demonstrate food operations skills in dealing with waste	1	3	30
A/503/4733	VS	Demonstrate food operations skills in displaying and presenting products	1	4	37
F/503/4734	VS	Demonstrate food operations skills in finishing products	1	4	40
J/503/4735	VS	Demonstrate food operations skills in forming and shaping	1	4	40
L/503/4736	VS	Demonstrate food operations skills in heat treatments	1	4	40
R/503/4737	VS	Demonstrate food operations skills in maintaining personal hygiene and food safety standards	1	4	37
Y/503/4738	VS	Demonstrate food operations skills in maintaining product quality	1	4	37
D/503/4739	VS	Demonstrate food operations skills in operating safely	1	4	40
R/503/4740	VS	Demonstrate food operations skills in picking and packing orders	1	4	37

Unit ref	Unit type	Unit title	Level	Credit	GLH
Y/503/4741	VS	Demonstrate food operations skills in preparing and maintaining tools and equipment	1	4	40
D/503/4742	VS	Demonstrate food operations skills in producing product packs	1	4	37
H/503/4743	VS	Demonstrate food operations skills in receiving and storing materials	1	4	39
K/503/4744	VS	Demonstrate food operations skills in reporting, recording and retrieving information	1	4	37
M/503/4745	VS	Demonstrate food operations skills in selecting and mixing ingredients	1	4	40
T/503/4746	VS	Demonstrate food operations skills in size reduction and portioning	1	4	39
A/503/4747	VS	Demonstrate food operations skills in working effectively in a team	1	5	38
M/503/4728	VS	Demonstrate food operations skills in assembling products	1	3	30
Group B - Optional employability skills units					
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
Group C - Optional food industry knowledge units					
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

Exemplar unit of assessment

Title	Demonstrate food operations skills in assisting with selling of products				
RQF Unit ref	T/503/4729				
RQF Level	1	Credit value	4	GLH	36
Learning Outcomes			Assessment Criteria		
The learner will:			The learner can:		
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		
2 Process the sale of products			2.1 Confirm the price and the method of payment with customers 2.2 Process payments 2.3 Keep payments and stock safe throughout transactions 2.4 Report problems to the relevant person		

	2.5 Thank customers for their custom
3 Know how to identify and satisfy the needs of customers	<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>
4 Know how to process and complete the sale of products	<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>