

FDQ - Qualification Specification

FDQ number	Qualification title	Qualification number (QN)	EQF Level	Review date
329-065	FDQ Level 3 Diploma for Proficiency in Fresh Produce Industry Skills	600/2486/0	4	31 st Dec 2026

Qualification purpose

This qualification is designed primarily for learners in the fresh produce 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:

- Fresh produce processing controller/supervisor
- Fresh produce packaging and distribution controller
- Fresh produce service/sales controller/supervisor
- 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 Diploma for Proficiency in Fresh Produce 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: fresh produce processing plant, monitoring production, management of operations, diagnosis and resolution of problems, quality testing and sampling, co-ordinating service and retail operations. Learners can select from a large choice of mandatory skills in the control of processing, distribution, service and retail of

fresh produce. Learners may choose optional units in fresh produce knowledge to meet their learning and development needs.

This qualification is a Diploma requiring achievement of 37 credits, graded at pass/fail. It is designed to provide occupational competence in the roles listed above, where they involve significant multi-tasking and complex operational and reporting arrangements. For routine tasks based upon standard operational procedures (SOPs), a smaller Certificate qualification is recommended. The certificate requires achievement of 27 credits and allows the learner to achieve fewer qualification units to reflect more narrowly focussed 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:
 - fresh produce 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. This qualification may support employment in/into controller, technician or supervisor level roles including:
 - Fresh produce processing controller/supervisor
 - Fresh produce packaging and distribution controller

- Fresh produce service/sales controller/supervisor
- Quality assurance technician/controller

This Diploma is recommended for learners progressing into Level 4 Diploma learning in the subject areas or qualifications listed above. A smaller Certificate version of this qualification is available requiring achievement of 27 credits. The Certificate qualification version is recommended for learners progressing into Level 4 Certificate learning in subject areas and qualifications.

Qualification support

This qualification has been recognised for confirming occupational competence and is supported by 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.

Other assessment methods may be used to assess occupational knowledge (OK) and underpinning (UK) requirements including e-assessment, multiple-choice examination and assignment.

Assessment requirements are set out in individual units of assessment, see exemplar *F/601/2954 Principles of continuous improvement techniques (Kaizen) in food operations*. 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 Diploma for Proficiency in Fresh Produce Industry Skills	
Total credits required for qualification	37
Total Qualification Time (TQT)	370 hours
Group A	Mandatory 22+ credits
Group B Knowledge	Mandatory 7+ credits
Guided Learning Hours Range (min-max)	174-301 hours

List of units

Unit ref	Unit type	Unit title	Level	Credit	GLH
Group A					
Fresh Produce units					
T/503/2561	OS	Buy fresh produce on the wholesale market	3	3	15
H/503/1552	OK	Understand how to buy fresh produce on the wholesale market	3	3	20

Unit ref	Unit type	Unit title	Level	Credit	GLH
T/503/1605	OS	Manage the fresh produce ripening process	3	3	15
A/503/1606	OK	Understand how to manage the fresh produce ripening process	3	3	18
J/503/1608	OS	Design and develop fresh produce products	3	4	30
L/503/1609	OK	Understand how to design and develop fresh produce products	3	3	18
D/503/1615	OS	Manage the long term storage of fresh produce	3	2	15
M/503/1618	OK	Understand how to manage the long term storage of fresh produce	3	3	18
Technical and management units					
A/602/4617	OS	Diagnose problems in food operations	3	3	14
F/602/4618	OK	Understand how to diagnose problems in food operations	3	3	16
J/602/4619	OS	Resolve problems in food operations	3	3	16
A/602/4620	OK	Understand how to resolve problems in food operations	3	4	22
D/601/8311	OS	Carry out sampling for quality control in food operations	3	2	8
H/601/8312	OK	Understand how to carry out sampling for quality control in food operations	3	3	26
L/502/7365	OS	Carry out testing for quality control in food operations	3	3	11

Unit ref	Unit type	Unit title	Level	Credit	GLH
K/502/7406	OK	Understand how to carry out testing for quality control in food operations	3	2	18
M/502/7407	OS	Monitor and control quality of work activities in food operations	3	2	18
F/602/4697	OS	Monitor and control throughput to achieve targets in food operations	3	2	9
J/602/4698	OK	Understand how to monitor and control throughput to achieve targets in food operations	3	3	15
L/602/4699	OS	Carry out quality audits in food operations	3	3	9
T/602/4700	OK	Understand how to carry out quality audits in food operations	3	3	15
A/602/4701	OS	Control energy efficiency in food operations	3	3	13
F/602/4702	OS	Control waste minimisation in food operations	3	3	16
J/602/4703	OK	Understand how to control waste minimisation in food operations	3	3	24
L/602/4704	OS	Control water usage in food operations	3	3	16
R/602/4705	OK	Understand how to control water usage in food operations	3	3	25
Y/602/4706	OS	Control transport efficiency in food operations	3	3	16
D/602/4707	OK	Understand how to control transport efficiency in food operations	3	3	25

Unit ref	Unit type	Unit title	Level	Credit	GLH
T/602/0646	OS	Monitor and control waste disposal in food operations	3	3	15
M/602/4517	OK	Understand how to monitor and control waste disposal in food operations	3	3	29
J/502/7414	OS	Plan production schedules in food manufacture	3	3	21
L/502/7415	OK	Understand how to plan production schedules in food manufacture	3	2	14
Y/601/2538	OS/K	Analyse and report data	3	6	30
Y/600/9669	OS/K	Plan, allocate and monitor work of a team	3	5	25
Support operations units					
H/602/5826	OS	Monitor food safety at critical control points in operations	3	1	5
K/602/5827	OS	Monitor health, safety and environmental systems in food operations	3	2	12
M/602/5828	OK	Understand how to monitor health, safety and environmental management systems in food operations	3	3	20
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
Y/602/1692	OS	Monitor product quality in food operations	3	3	20

Unit ref	Unit type	Unit title	Level	Credit	GLH
T/602/5829	OK	Understand how to control product quality in food operations	3	2	10
L/602/5075	OS	Manage organisational change for achieving excellence in food operations	3	4	21
R/602/5076	OK	Understand how to manage organisational change for achieving excellence in food operations	3	3	17
Group B Knowledge					
M/503/2560	UK	Principles of Fresh Produce wholesaling	3	4	32
D/503/1551	UK	Principles of the fresh produce supply chain	3	3	20
H/503/1602	UK	Principles of fresh produce ripening	3	4	31
F/503/1610	UK	Principles of fresh produce handling and quality	3	3	23
T/503/1622	UK	Principles of the fresh produce handling systems	3	3	18
A/503/1623	UK	Principles of fresh produce packaging and preservation	3	4	26
D/601/5313	UK	Understanding the principles and practices of assessment	3	3	24
Y/600/2382	UK	The Principles of HACCP for Food Manufacturing	3	3	20
T/502/0183	UK	The principles of food safety supervision for manufacturing	3	3	25
D/602/4044	UK	Principles of monitoring and assessing risks in food operations	3	2	13

Unit ref	Unit type	Unit title	Level	Credit	GLH
L/602/3987	UK	Principles of quality sampling and testing in food operations	3	3	18
T/602/4034	UK	Principles of quality in food operations	3	3	18
D/602/4061	UK	Principles of raw food materials in food operations	3	2	14
L/601/2701	UK	Principles of sustainability in food operations	3	4	34
F/601/2954	UK	Principles of continuous improvement techniques (Kaizen) in food operations	3	3	15
Y/502/7496	UK	Principles of sensory assessment in food technology	3	3	22
K/602/4502	UK	Principles of appearance and texture in food technology	3	3	23
M/602/4503	UK	Principles of flavours in food technology	3	4	36
T/602/4552	UK	Principles of cleaning raw food materials	3	3	22
A/602/4553	UK	Principles of sorting and grading produce and food materials	3	3	22
F/502/7430	UK	Principles of canning in food technology	3	4	30
L/602/4556	UK	Principles of aseptic packaging in food technology	3	3	20
D/602/4562	UK	Principles of bar coding in food operations	3	3	20
K/602/4564	UK	Principles of paper and board packaging in food operations	3	4	34
M/602/4565	UK	Principles of plastic and cellulose films in food operations	3	4	34

Unit ref	Unit type	Unit title	Level	Credit	GLH
T/602/4566	UK	Principles of food labelling in food operations	3	4	30
D/601/9944	UK	Principles of achieving excellence in food operations	4	4	33
R/601/9956	UK	Principles of improving organisational performance in achieving excellence in food operations	4	5	35
H/601/9685	UK	Principles of energy efficiency in food operations	4	4	24

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.			

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

	<p>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</p> <ul style="list-style-type: none"> • Line balance • Process displays.
Additional information about the unit	
<p>Unit purpose and aim(s)</p>	<p>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.</p>
<p>Assessment requirements or guidance specified by a sector or regulatory body (if appropriate)</p>	<p>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.</p> <p>Assessment methods appropriate to the needs of the learner must be used to generate satisfactory evidence of knowledge and understanding.</p>