

FDQ - Qualification Specification

FDQ number	Qualification title	Qualifications Wales number	EQF Level	Review date
311-341	FDQ Level 3 Diploma for Proficiency in Food and Drink Technical Operations (Wales)	C00/4719/8	4	31/03/2027

Qualification Purpose

This qualification is designed to develop the skills and knowledge of supervisors/technicians in the food sector. The qualification includes a wide range of units providing learners with the opportunity to demonstrate occupational competence in a variety of sector job roles including:

- Food processing controller/technician
- Food packaging and distribution controller/technician
- Food service/sales controller/supervisor
- Food quality assurance controller/supervisor

This is a regulated qualification.

The qualification meets *Purpose D. Confirm occupational competence and/or 'licence to practise'*.
Sub purpose D1. Confirm competence in an occupational role to the standards required.

To take this qualification, learners must be at least 16 years old. They do not require any prior qualifications or food skills experience to take this qualification however prior achievement of the FDQ Level 2 Diploma for Proficiency in Food and Drink Operations (Wales) may be advantageous. The qualification assesses and recognises achievement within the workplace.

The qualification includes mandatory skills and knowledge associated with managing safe operating practices, the maintenance of food safety and the principles of HACCP based food safety systems.

Learners will choose optional units to match their job roles and learning and development needs. These include areas such as monitoring and reporting on production performance, controlling and monitoring energy efficiency and motivating colleagues.

See the list of units that make up the qualification and their credit value within the qualification (at the end of this specification).

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 safety and quality compliance
 - management or team leading in a food environment

2. Qualifications including;
 - FDQ L3 Diploma for Proficiency in Food Industry Technical Management (Wales)
 - FDQ L3 Award in Food Safety Supervision for the Food Industry
 - FDQ L3 Award in HACCP for Food Manufacturing

3. This qualification may support employment in/into management level roles including;
 - Food preparation manager
 - Food processing and manufacture technician/manager
 - Food packaging and distribution technician/manager
 - Food service/sales controller/manager
 - Food production quality assurance technician/manager

Qualification support

This qualification has been designed and developed with the support of 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

Assessment evidence should be collected and presented in a portfolio of evidence.

Methods of assessment must be appropriate to the learning outcome.

Assessor observations should be used to assess competence over time and where appropriate/necessary supplemented by video recordings, witness testimony, work-related questioning, workplace documentation, photographic evidence and professional discussion. Knowledge and understanding should be assessed using questioning, assignments and/or professional discussion.

Assessment requirements are set out in individual units of assessment (see exemplar *A/101/0010 Monitor and maintain product quality in food and drink operations*).

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

The qualification outcome is either pass or fail.

Rules of Combination (RoC)

To achieve the FDQ Level 3 Diploma for Proficiency in Food and Drink Technical Operations (Wales) learners must achieve 12 units and 39 credits and meet the unit and credit requirements as outlined in the rules of combination. This is the minimum requirement for the qualification, additional units may be taken if applicable.

Units must be taken from Groups A, B and C; units from Group D are optional and may be taken but are not required for the qualification.

FDQ Level 3 Diploma for Proficiency in Food and Drink Technical Operations (Wales)

Total Qualification Time (TQT)	390 hours
Guided Learning Hours	235 hours
Group A – Mandatory	3 units
Group B – Underpinning knowledge	3 units
Group C – Production and Processing	4 units
In addition to the 10 units listed above a further 2 units must be taken from Group B, C or D	2 units
Total number of units required for the qualification	12 units
Minimum credits required	39 credits

List of units

Unit Ref	Unit type	Unit Title	Level	Credit	GLH
Group A Mandatory units					
A/101/0008	OC	Monitor food safety at critical control points in food and drink operations	3	1	5
A/101/0009	OC	Monitor health, safety and environmental management systems in food and drink operations	3	5	32
A/101/0010	OC	Monitor and maintain product quality in food and drink operations	3	5	30
Group B Underpinning knowledge units					
A/650/2608	UK	The principles of HACCP for food manufacturing	3	3	22
T/502/0183	UK	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
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

Unit Ref	Unit type	Unit Title	Level	Credit	GLH
L/602/4038	UK	Principles of product development in food operations	3	4	31
D/602/4058	UK	Principles of engineering and maintenance in food operations	3	3	19
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
D/601/9684	UK	Principles of using ICT and MIS in food technology	4	4	23
H/602/4501	UK	Principles of food data analysis in food and drink	3	4	30
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/602/4504	UK	Principles of rheological characteristics in food technology	3	4	32
A/602/4505	UK	Principles of weights and measures in food technology	3	4	30

Unit Ref	Unit type	Unit Title	Level	Credit	GLH
J/502/7557	UK	Principles of energy transfer in heating food technology	3	4	30
A/502/7426	UK	Principles of dehydration process in food technology	3	4	34
L/502/7429	UK	Principles of energy transfer in cooling food technology	3	4	28
L/502/7558	UK	Principles of the refrigeration cycle in food technology	3	4	32
F/602/4506	UK	Principles of freezing methods in food technology	3	4	30
H/602/4515	UK	Principles of pigments in food technology	4	5	40
K/602/4516	UK	Principles of functional food additives in food technology	3	4	35
A/602/4522	UK	Principles of yeast biology for food and drink	3	4	30
A/602/4536	UK	Principles of microbiology in food technology	3	4	32
M/602/3013	UK	Principles of sterile processing in food technology	3	4	30

Group C Production and processing

Unit Ref	Unit type	Unit Title	Level	Credit	GLH
D/101/0035	OC	Support commissioning of plant, equipment and process in food and drink operations	3	5	35
D/101/0036	OC	Maintain plant and equipment in food and drink operations	3	7	49
B/101/0045	OC	Develop product specifications in food and drink operations	3	4	26
D/101/0037	OC	Develop test samples in food and drink operations	3	5	31
B/101/0004	OC	Start-up multi-stage operations in food and drink operations	3	4	20
B/101/0005	OC	Shut down multi-stage operations in food and drink operations	3	4	18
D/101/0025	OC	Carry out sampling in food and drink operations	3	5	34
D/101/0038	OC	Carry out testing in food and drink operations	3	5	29
D/101/0039	OC	Monitor and control quality of work activities in food and drink operations	3	7	42
D/101/0040	OC	Carry out quality audits in food and drink operations	3	6	24

Unit Ref	Unit type	Unit Title	Level	Credit	GLH
B/101/0046	OC	Plan production schedules in food and drink operations	3	5	35
B/101/0047	OC	Monitor and report on production performance in food and drink operations	3	4	21
B/101/0048	OC	Carry out process control of production in food and drink operations	3	4	26
B/101/0049	OC	Diagnose production problems in food and drink operations	3	6	30
B/101/0050	OC	Resolve production problems in food and drink operations	3	7	38
B/101/0051	OC	Evaluate production performance in food and drink operations	3	5	31
B/101/0052	OC	Improve production performance in food and drink operations	3	5	31
D/101/0041	OC	Control and monitor energy efficiency in food and drink operations	3	3	13
D/101/0042	OC	Control and monitor waste minimisation in food and drink operations	3	6	40
D/101/0043	OC	Control and monitor water usage in food and drink operations	3	6	41

Unit Ref	Unit type	Unit Title	Level	Credit	GLH
D/101/0044	OC	Control and monitor transport efficiency in food and drink operations	3	6	41
D/101/0031	OC	Monitor and control the disposal of waste in food and drink operations	3	6	44
Group D Support Operations					
D/101/0029	OC	Maintain, promote and improve environmental good practice in food manufacture	3	5	28
C/101/0017	OC	Deliver reliable customer service in food and drink operations	3	11	65
C/101/0018	OC	Set up and maintain food service activities in food and drink operations	3	4	30
C/101/0019	OC	Monitor effectiveness of food service activities in food and drink operations	3	4	30
M/101/0005	OC	Promote and support creative thinking in food and drink operations	3	4	20
M/101/0006	OC	Motivate colleagues in food and drink operations	3	5	35
J/101/0005	OC	Allocate and monitor work in food and drink operations	3	5	25

Unit Ref	Unit type	Unit Title	Level	Credit	GLH
A/101/0011	OC	Manage organisational change and improvement in food and drink operations	3	7	38

Exemplar unit of assessment

Title	Monitor and maintain product quality in food and drink operations				
FDQ unit reference	A/101/0010				
Level	3	Credit value	5	GLH	30
Learning outcomes		Assessment criteria			
The learner will:		The learner can:			
1. Monitor product quality		1.1 Wear appropriate personal protective clothing and equipment during quality monitoring 1.2 Identify and report factors which may adversely affect product quality 1.3 Identify and report to the relevant people instances of non-conformance to quality standards 1.4 Take action to reject or isolate products or items which do not conform to specification.			
2. Contribute to resolving quality problems		2.1 Seek advice on quality problems outside own authority or expertise 2.2 Offer support to, or seek help for, colleagues who encounter quality problems 2.3 Evaluate quality problems within the limits of own expertise and understanding 2.4 Feedback to the relevant people observations on quality 2.5 Receive and confirm instructions for the resolution of quality problems 2.6 Carry out agreed action to resolve quality problems and feedback results to the relevant people			

	2.7 Communicate with others to ensure that resolutions to quality problems are understood.
3. Know about good manufacturing practices (GMPs)	<p>3.1 Describe relevant company quality policies</p> <p>3.2 Describe relevant quality working practices</p> <p>3.3 Describe how to obtain quality documentation</p> <p>3.4 Evaluate the effectiveness of documentation and data security.</p>
4. Know how to evaluate quality issues in own area of work	<p>4.1 Explain how quality control affects efficiency of work activities</p> <p>4.2 Explain how to evaluate quality issues in own area of work</p> <p>4.3 Evaluate common quality issues across the workplace.</p>
5. Know about requirements for good communications	<p>5.1 Describe the methods used to keep documentation up to date</p> <p>5.2 Appraise communication of quality within the working environment</p> <p>5.3 Describe own limits of authority when controlling product quality.</p>
Purpose and assessment overview	
Unit purpose and aim(s)	The aim of the unit is to assess skills and understanding aligned with National Occupational Standards.
Assessment requirements and guidance	The relevant FDQ Qualification Handbook sets out the assessment and quality assurance requirements for this unit.

	The learner must demonstrate their skills and understanding to meet all learning outcomes.
Additional information about this unit	
Details of the relationship between the unit and relevant national occupational standards or other professional standards or curricula	<p>This unit of assessment relates to National Occupational Standards:</p> <ul style="list-style-type: none"> • IMPQI103 Monitor and maintain product quality in food and drink operations
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