

FDQ - Qualification Specification

FDQ number	Qualification title	Qualifications Wales number	EQF Level	Review date
325-344	FDQ Level 3 Diploma for Proficiency in Advanced Seafood Industry Skills (Wales)	C00/4724/1	4	31/03/2027

Qualification Purpose

This qualification is designed to develop the skills and knowledge of supervisors/technicians and specialists in the seafood 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:

- Seafood processing controller/technician
- Seafood packaging and distribution controller
- Seafood frying and service/retail supervisor
- Seafood 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 Seafood Industry Skills (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 controlling shellfish depuration production, monitoring frying operations and managing fish and shellfish operations. 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;
 - Fish and shellfish operations manager
 - Fish and shellfish processing technician/manager
 - Packaging and distribution technician/manager
 - Fish frying/ service/sales controller/manager
 - 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 *N/101/0026 Monitor fish or shellfish 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 Advanced Seafood Industry Skills (Wales) learners must achieve 37 credits and meet the rules of combination. This is the minimum requirement for the qualification, additional credits may be taken if applicable.

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

FDQ Level 3 Diploma for Proficiency in Advanced Seafood Industry Skills (Wales)

Total Qualification Time (TQT)	370 hours
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Guided Learning Hours	229 hours
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Group A – Mandatory	6 credits
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Group B – Seafood	8 credits
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Group D – Underpinning knowledge	4 credits
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In addition to the 18 credits listed above a further 19 credits must be taken from Group A, B, C or D.	19 credits
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Minimum credits required	37 credits
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List of units

Unit Ref	Unit type	Unit Title	Level	Credit	GLH
Group A - Mandatory units					
N/101/0026	OC	Monitor fish or shellfish operations	3	6	33
N/101/0027	OC	Manage fish and shellfish operations	3	7	44
Group B - Seafood					
N/101/0023	OC	Control shellfish depuration production	3	5	43
N/101/0028	OC	Monitor frying operations	3	6	39
N/101/0029	OC	Monitor the reception and holding of live fish / shellfish	3	6	42
D/101/0037	OC	Develop test samples in food and drink operations	3	5	31
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
B/101/0048	OC	Carry out process control of production in food and drink operations	3	4	26
B/101/0054	OC	Monitor wrapping and labelling of products in food and drink operations	3	4	22

Unit Ref	Unit type	Unit Title	Level	Credit	GLH
D/101/0025	OC	Carry out sampling for quality control in food operations	3	5	34
C/101/0022	OC	Organise the receipt and storage of goods and materials in food operations	3	6	33
C/101/0015	OC	Monitor and maintain storage conditions in food and drink operations	3	5	26
C/101/0016	OC	Monitor and maintain storage systems and procedures in food and drink operations	3	4	20
C/101/0014	OC	Maximise sales in a food retail environment	3	7	44
C/101/0021	OC	Plan and co-ordinate food services	3	6	43
C/101/0025	OC	Set up and maintain food and drink retail operations	3	5	34
C/101/0026	OC	Monitor the effectiveness of food and drink retail operations	3	4	26
Group C - Support Operations					
D/101/0041	OC	Control and monitor energy efficiency in food and drink operations	3	3	13

Unit Ref	Unit type	Unit Title	Level	Credit	GLH
A/101/0012	OC	Contribute to continuous improvement of food safety in operations	3	7	50
B/101/0053	OC	Control and monitor safe supply of raw materials and ingredients in food 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
D/101/0039	OC	Monitor and control quality of work activities in food operations	3	7	42
A/101/0017	OC	Raise food safety awareness in food and drink operations	3	3	17
C/101/0018	OC	Set up and maintain food service activities in food and drink operations	3	4	30
D/101/0042	OC	Control and monitor waste minimisation in food and drink operations	3	6	40
D/101/0029	OC	Maintain, promote and improve environmental good practice in food operations	3	5	28

Unit Ref	Unit type	Unit Title	Level	Credit	GLH
B/101/0046	OC	Plan production schedules in food and drink operations	3	5	36
B/101/0056	OC	Plan resources to meet anticipated demand for products in food and drink operations	3	2	8
D/101/0038	OC	Carry out testing in food and drink operations	3	5	29
D/101/0040	OC	Carry out quality audits in food and drink operations	3	6	24
D/101/0043	OC	Control and monitor water usage in food and drink operations	3	6	41
B/101/0045	OC	Develop product specifications in a food and drink business	3	4	26
D/101/0047	OC	Monitor effectiveness of despatch and transport in food operations	3	4	20
B/101/0047	OC	Monitor and report on production performance in food and drink operations	3	4	21
D/101/0031	OC	Monitor and control the disposal of waste in food and drink operations	3	6	44
D/101/0032	OC	Monitor and control the recovery of by-products in food and drink operations	3	5	29

Unit Ref	Unit type	Unit Title	Level	Credit	GLH
J/101/0005	OC	Allocate and monitor work in food and drink operations	3	5	25
A/101/0008	OC	Monitor food safety at critical control points in food and drink operations	3	1	5
A/101/0010	OC	Monitor and maintain product quality in food and drink operations	3	5	30
A/101/0009	OC	Monitor health, safety and environmental management systems in food and drink operations	3	5	32
A/101/0011	OC	Manage organisational change and improvement in food and drink operations	3	7	38
Group D Underpinning knowledge					
A/503/3100	UK	Principles of controlling bivalve purification processing	3	2	20
A/602/0616	UK	Principles of marine finfish product knowledge	3	5	20
D/602/0625	UK	Principles of brining and salting fish or shellfish	3	2	13
D/602/4044	UK	Principles of monitoring and assessing risks in food operations	3	2	13
F/503/2918	UK	Principles of managing fish and chip shop operations	3	4	37

Unit Ref	Unit type	Unit Title	Level	Credit	GLH
F/503/2921	UK	Principles of the fishmonger industry	3	2	12
F/503/3101	UK	Principles of managing safety in bivalve purification operations	3	4	32
F/602/0617	UK	Principles of shellfish, non-marine finfish and marine food products	3	5	25
F/602/4506	UK	Principles of freezing methods in food technology	3	4	30
J/602/0621	UK	Principles of seafood quality science	3	4	20
L/502/7558	UK	Principles of the refrigeration cycle in food technology	3	4	32
R/602/0623	UK	Principles of frying fish and chips	3	4	18
T/602/0615	UK	Principles of displaying fish/shellfish in a sales environment	3	3	14
T/602/4034	UK	Principles of quality in food operations	3	3	18
Y/502/7496	UK	Principles of sensory assessment in food technology	3	3	22
A/503/2920	UK	Principles of fishmonger practice	3	3	23
F/502/7430	UK	Principles of canning in food technology	3	4	30
M/602/0614	UK	Principles of fish or shellfish smoking	3	4	21

Unit Ref	Unit type	Unit Title	Level	Credit	GLH
M/602/0628	UK	Principles of fish or shellfish quality assessment	3	3	14
D/601/5313	UK	Understanding the principles and practice of assessment	3	3	24
T/502/0183	UK	Principles of food safety supervision for manufacturing	3	3	25
A/650/2608	UK	The principles of HACCP or food manufacturing	3	3	22
L/602/4556	UK	Principles of aseptic packaging in food technology	3	3	20

Exemplar unit of assessment

Title	Monitor fish or shellfish operations				
FDQ unit reference	N/101/0026				
Level	3	Credit value	6	GLH	33
Learning outcomes		Assessment criteria			
The learner will:		The learner can:			
1. Organise and plan for fish / shellfish operations		1.1 Contribute to planning and preparation for fish / shellfish operations 1.2 Organise resources to carry out the planned operations including: <ul style="list-style-type: none"> • staff • fish / shellfish and other materials • tools, equipment, services and workspace 1.3 Identify and report any non-compliance or shortfall in resources or plans 1.4 Contribute to the risk assessment process.			
2. Monitor fish / shellfish operations		2.1 Monitor the use of resources, services and staff performance during fish / shellfish operations 2.2 Identify any problems with compliance, quality or safety during operations 2.3 Deal with problems within own limits of authority 2.4 Ensure that operations are completed or handed over according to organisational requirements 2.5 Complete operations records and make available in line with organisational requirements			

	<p>2.6 Communicate operations information to relevant staff.</p>
<p>3. Contribute to improvements in fish / shellfish operations</p>	<p>3.1 Contribute to investigations into complaints or non-compliance during fish / shellfish operations</p> <p>3.2 Complete improvement documentation and make available to relevant staff</p> <p>3.3 Support staff development.</p>
<p>4. Know how to organise and plan for fish / shellfish operations</p>	<p>4.1 Outline how to contribute to planning and preparation for fish / shellfish operations</p> <p>4.2 Explain the importance of organising resources to deliver planned activities</p> <p>4.3 Describe how to determine the resources needed to carry out the planned operations including</p> <ul style="list-style-type: none"> • staff • fish / shellfish and other materials • tools, equipment, services and workspace <p>4.4 Explain how to evaluate and report any non-compliance or shortfall in resources or plans</p> <p>4.5 Describe own role in the risk assessment process.</p>
<p>5. Know how to monitor fish / shellfish operations</p>	<p>5.1 Explain the importance of monitoring the use of resources, services and staff performance during fish / shellfish operations</p> <p>5.2 Describe how to identify and solve problems with compliance, quality or safety during operations</p> <p>5.3 Describe actions that can be taken to deal with problems within own limits of authority</p>

	5.4 Outline organisational requirements for record keeping and communications for hand-overs and completions, and the importance of them.
6. Know how to contribute to improvements in fish / shellfish operations	<p>6.1 Outline the customer complaints process and own role in investigating complaints/non conformances</p> <p>6.2 Outline organisational processes for documenting and communicating recommendations for improvements</p> <p>6.3 Explain own role in supporting staff development.</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	<p>The relevant FDQ Qualification Handbook sets out the assessment and quality assurance requirements for this unit.</p> <p>The learner must demonstrate their skills and understanding to meet all learning outcomes.</p>
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"> • IMPFP158 Monitor fish or shellfish operations.
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