

## **Food Processing Industry Training Package FDF03 (Wine) Some common questions and their answers**

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## **Units of competence**

### **Which version of an imported unit of competency do I use?**

Where a unit of competency is imported from another Training Package, that version of the unit that has been imported remains current for the importing Training Package (in this case the Wine Sector Training Package) until it is reviewed and re-published.

The Australian National Training Authority recognises that, due to the ongoing review and importation processes, it would be unreasonable to require that training providers always work with the very latest version of every unit within the published version of the Training Package.

### **What has happened to the three units Prepare for training, Deliver training and Review training?**

These units have been replaced with a single unit – *Train Small Groups*.

### **What has happened to the assessment unit?**

The unit *Conduct assessment in accordance with an established assessment procedure* has been replaced by 3 units *Plan assessment, Conduct assessment and Review assessment*.

### **Do you need a forklift licence to be competent in the unit 'Operate a forklift'? and does having a forklift licence equate to competence in that unit?**

Having a forklift licence is one of the requirements for competence in the unit *Operate a forklift*'. There are other requirements for competence therefore having a licence alone does not automatically deem the person competent. For further details, contact Transport & Distribution Training Australia on 03 9320 4242.

### **Can more units of competency be imported into the Wine Sector Training Package FDF03?**

Yes. Contact WINETAC to discuss the process required.

## **Qualification framework**

### **How many units can be taken from a lower or higher pool to contribute to a qualification at another level?**

The ways in which units may be packaged to create a qualification are clearly defined within the Training Package. Table 8 on page 46 of the Training Package states the required combinations of points and pools for specialist and optional units of competence at each certificate level.

Unlike the previous Wine Sector Training Package (FDF98), there is not a ruling regarding the number of units that can be 'pulled up' or 'pulled down' into a higher or lower level. The requirements are now defined in terms of minimum and maximum points per pool level.

For example, for a Certificate Level 3 –

- A minimum of 4 and a maximum of 18 points can be taken from pool 1
- A minimum of 14 points can be taken from pool 2
- A minimum of 16 and maximum of 36 points can be taken from pool 3

### **Do pre-requisite units points contribute towards the attainment of a qualification?**

Yes, all pre-requisite points now count towards a qualification.

### **Apart from the compulsory Core units and Perform effectively in the workplace, can all other units for a qualification be taken from the optional stream?**

No, the qualification framework requires a combination of both specialist and optional units of competence. This combination is clearly defined within table 8 on page 46 of the Training Package.

A minimum number of points must be taken from the specialist units of competence, the balance can be taken from remaining specialist units of competence or the optional units of competence.

Specialist units of competence are those within the following 'streams' of the Training Package:

- Bottling and packaging
- Cellar door sales
- Cellar operations
- Laboratory operations
- Wine grape growing

Optional units are clearly listed within the optional 'stream' of the Training Package.

## **Does credit for a previously completed Certificate contribute towards a higher Certificate?**

The qualification framework notes within the Training Package states that:

*"Credit from a completed Certificate automatically contributes to a higher Certificate."*

Therefore, any points gained via a previous qualification using the Wine Sector Training Package FDF98 count towards gaining a qualification using the Wine Sector Training Package FDF03, providing that the requirements of the revised qualification framework are met.

## **Which specialist units can I choose from to make up a qualification?**

Specialist units can be selected from any or all of the 'streams' within the Training Package.

The 'streams' are:

- Bottling and packaging
- Cellar door sales
- Cellar operations
- Laboratory operations
- Wine grape growing

You can pick and choose from all the above 'streams' to select those units that are most suited to training objective. For example you may have someone that helps during vintage in both the vineyard and cellar as well as working in the cellar door once the wine is bottled – units can be selected from wine grape growing, cellar operations and cellar door sales to suit their work demands.

## **Assessment guidelines**

### **How is vocational competence defined in relation to an assessor's qualification? What makes an assessor qualified?**

In July 2002 new national standards were introduced for Registered Training Organisations. If an assessor is assessing for the purposes of the RTO issuing a Statement of Attainment of Certificate I-III in Food Processing (Wine) to the trainee, they will need to comply with the requirements for assessor qualifications.

These new national standards fall within the Australian Quality Training Framework (AQTF)– Standards for Registered Training Organisations (RTOs). Standard 7.3 of the AQTF Standards for RTOs reflect the formal qualification requirement for assessors:

- 7.3 a** *The RTO must ensure that assessments are conducted by a person who has:*
- i) the following competencies from the Training Package for Assessment and Workplace Training or demonstrated equivalent competencies:*
    - a BSZ401A Plan Assessment;*
    - b BSZ402A Conduct Assessment;*
    - c BSZ403A Review Assessment; and*
  - ii) relevant vocational competencies, at least to the level being assessed.*
- b** *However, if a person does not have all of the competencies in 7.3 a (i) and 7.3 a (ii), one person with the competencies listed in 7.3 a (i), and one or more persons who have the competencies listed in 7.3 a (ii) may work together to conduct assessments.*

The requirement for 'relevant vocational competencies' (sometimes referred to as technical competency) relates to the need for the assessor to be competent in the unit in which they are assessing. The examples within the question *If training has commenced using the previous (FDF98) Training Package and the trainee is transferring to the new (FDF03) Training Package to complete their qualification, what recognition is given to completed training?* can be applied in determining competence of the assessor ie if there have been significant changes to units or new units have been created, the assessor will need to be deemed competent in those units prior to being able to assess against them.

## **Transition from previous to revised Training Package**

### **If training has commenced using the previous (FDF98) Training Package and the trainee is transferring to the new (FDF03) Training Package to complete their qualification at that level, what recognition is given to completed training?**

If transferring from the previous to revised Training Package, any changes to the units of competence already undertaken will need to be taken into account.

*In the case where a unit has not been changed at all, or has had minor amendments aimed at enhancing the original unit – as indicated by a change to the last character of the unit code which signifies it's version (eg from A to B) – the broad outcomes of the unit are the same or very similar and therefore deemed to be equivalent in recognition terms. For example if the trainee has been deemed competent in the unit *FDFCELHSA Handle spirits* using FDF98, 'credit' to *FDFCELHSB Handle spirits* is automatic as there are no significant changes to the unit outcomes.*

*In the case where a single unit has been deleted and replaced by more than one unit, an analysis of the difference between the units will be required as entirely new units, with new outcomes, have been created. For example, if the trainee has been deemed competent in the unit *FDFBPPOA Perform packaging operations*, they do not automatically gain credit in the four units that have replaced this one unit (*FDFBPPALA Operate the palletising process*, *FDFBPCEPA Operate the carton erection process*, *FDFBPCPPA Operate the carton packing process* and *FDFBPECOA Operate the electronic coding process*) as these 4 units all have outcomes that differ from the original unit. Recognition of the skill and knowledge that the trainee does have in the new unit/s will need to be undertaken before a judgement can be made on the training required and hence their competency.*

*In the case where one unit has been merged with one or more others to create a new single unit, again an analysis of the difference between the units will be required as the new unit will have different outcomes than each of the single units that have been merged. For example, if the trainee is deemed competent in *FDFCDSPTA Prepare for a product tasting*, they do not automatically gain credit in the new unit *FDFCDSSTTA Conduct a standard product tasting* as this new unit has been created by merging both *Prepare for a product tasting* and *FDFCDSCTA Conduct a product tasting (standard)*. Again, recognition of the skill and knowledge that the trainee does have in the new unit will need to be undertaken before a judgement can be made on the training required and hence their competency.*

## **Other**

### **When can the Wine Sector Training Package FDF03 be used?**

The Training Package was endorsed on the 7<sup>th</sup> March 2003 and is available for immediate implementation. It has replaced the previous Training Package (FDF98) as the current version.

Some state and territory training authorities are yet to finalise codes and nominal hours, however, which may impose a delay on delivery of training by a registered training organisation depending upon the way in which this training is funded. More information can be found by talking with your RTO or state/territory training authority.

### **What learning and assessment support materials are available?**

Learning guides and assessment instruments for core, specialist and some optional units within the Wine Sector Training Package FDF03 can be ordered from Winetac. See the resources section of our website for details and an order form or contact us by phone, fax or email.

Support materials relating to the previous units of competency are still available and can be obtained from Winetac.

### **What other help is available?**

Winetac is available for ongoing advice and support in implementing this Training Package in vineyards, wineries and cellar door areas throughout Australia. To further discuss your specific needs, contact Peter, Sarah or Emma.