

# Food & Drink Operations Level 2

## 1. Overview and Introduction to Diploma in Food & Drink Operations Level 2

The Food & Drink Qualification (FDQ) Diploma in Food & Drink Operations is part of a suite of qualifications which are designed to provide learners with the knowledge and skills that they will need for employment within the bakery manufacturing sector.

This qualification contains mandatory knowledge and competency units in areas including the principles of manufacturing practice. This includes the operator's role and the importance of standard operating procedures; food safety and HACCP; product quality and the operator's role in maintaining it; health, safety and environmental standards; product changeovers and task handovers; continuous improvement and measuring performance of processes.

This qualification can be tailored to suit specific business needs, such as: ingredient handling; checking temperatures, slicing, packing, product assembly and product quality.

This qualification is  
suitable for

- Bakers/Confectioners
- Production Operatives
- Food processing operatives



## Entry Requirements

Learners need to be aged 16 or over undertake this qualification. Learners do not require any prior qualifications or food skills experience to undertake this qualification. However, as this qualification assesses and recognises competent achievement within the workplace, learners will need to be in full-time employment prior to commencement of this training programme.

## National Food and Drink Training

Unit 2, Halbeath Interchange Business Park, Kingseat Road, Halbeath, KY11 8RY

Email: [apprenticeship@nfdt.org](mailto:apprenticeship@nfdt.org) Telephone 01383 661555 [www.nfdt.org](http://www.nfdt.org)

## 1. Qualification Content

- FDQ Level 2 Food & Drink Operations – Total Credits 37

### Award Structure:

In order to successfully obtain a diploma in Food & Drink Operations, learners must complete a minimum of 37 credits. Learners may exceed the minimum number of units and credits required from this optional group, but additional units will not contribute towards the final qualification grade.

<b>Minimum credits to achieve the qualification</b>	<b>37</b>
Group A – 3 Mandatory units	8 credits
Group B – 3 Mandatory units	12 credits
Group C – 1 Mandatory unit	3 credits
Group D – 6 Optional units -1 unit to be selected	14 credits
Guided Learning Hours (GLH)	188

Unit ref	Unit type	Unit title	Level	Credit	GLH
<b>Group A Mandatory units</b>					
0316	UK	Principles of the food and drink supply chain	2	2	10
0317	UK	Principles of manufacturing practice in the food and drink industry	2	3	15
D/616/0318	UK	Principles of food safety and HACCP in manufacturing	2	3	18
<b>Group B Mandatory units</b>					
0319	OK	Optimise product and ingredient quality in food and drink operations	2	4	20
0320	OK	Maintain health, safety and environmental standards in food and drink operations	2	4	20
0321	OK	Measure process performance and contribute to continuous improvement in food and drink operations	2	4	20
<b>Group C - Mandatory unit</b>					
0322	OC	Carry out product changeovers and activity handovers in food and drink operations	2	3	15
<b>Group D - Optional units – one unit to be selected</b>					
Unit ref	Unit type	Unit title	Level	Credit	GLH
0323	OC	Carry out ingredient handling in food and drink operations	2	14	70
0324	OC	Carry out product assembly in food and drink operations	2	14	70
0325	OC	Carry out forming and shaping in food and drink operations	2	14	70
0326	OC	Carry out temperature control in food and drink operations	2	14	70
0327	OC	Carry out slicing in food and drink operations	2	14	70
0328	OC	Carry out packing activities in food and drink operations	2	14	70

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## Functional Skills

Learners undertaking Food & Drink Operations Level 2 must also complete the following Functional Skills as part of the Apprenticeship Standard.

- 3748-01: Functional Skills English
- 3748-02: Functional Skills Mathematics

On completion of these Functional Skills learners will be awarded a nationally recognised certificate from City & Guilds.

## 2. Benefits of the Qualification

This qualification ensures occupational competency in a variety of fundamental operator skills, for example, following standard operating procedures (SOPs), using equipment safely, cleaning equipment effectively and fault finding to ensure manufacturing efficiency. Learners may exceed the minimum number of units and credits required from this optional group, but additional units will not contribute towards the final qualification grade.

## 3. Learning Content

This qualification develops the skills and knowledge required when working in a production role. It enables food & drink businesses with an opportunity to develop good practices and understanding. It allows skills and knowledge to be developed in a wide variety of areas depending upon the type of business and products that apply.

This qualification is most suitable for those who want to take on extra responsibility and start to specialise in a specific area of baking skills



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## How the learning is delivered

We use a Blended Learning approach suited to workplace learning on an individual basis or groups as required.

The Training Advisor will visit the learner within the workplace on a regular basis to support, advise, guide and facilitate workshops and individual one to one learning and development; all visits are in the workplace so there is no need to release staff to college.

## 4. The Assessment Process

Assessment of this award will be through a series of theoretical and practical assessments or tasks and projects defined by a set of National Occupational Standards (NOS) developed by The National Skills Ascendancy for Food & Drink (NSAFD) (Sector Skills Council).

Methods of assessment can include:

- **observation**
- **discussion**
- **personal statements**
- **projects, testimonies**
- **supporting documentation.**



**Each learner will  
be appointed a  
dedicated  
Training Advisor**

## 5. Engagement with Training Advisor

Each learner will be appointed a dedicated Training Advisor. An Individual Training Plan will be drawn up and the units for delivery will be agreed by the learner, employer and training advisor. Each visit date will be agreed and progress will be mapped in the form of progress reviews that will also detail work to complete for next visit, date of next visit and any feedback that either party wishes to convey.

The training advisor will also make each Learner aware of their contact details should they require any future information and guidance.



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