Unit Title:	**Hand-process fish in a retail environment**
OCR unit number:	16
Sector unit number:	B.11
Level:	2
Credit value:	6
Guided learning hours:	21
Unit reference number:	K/503/5666

Unit purpose and aim

This unit assesses the occupational competence of individuals who hand-process fish in a retail environment.

Learning Outcomes	Assessment Criteria
The Learner will: 1 Understand safe working practices in relation to hand-processing fish	**The Learner can:** 1.1 explain the importance of hygiene in relation to hand-processing fish 1.2 describe the organisation's hygiene policy relating to hand-processing fish 1.3 describe safe working practices relating to hand-processing fish 1.4 explain the importance of following safe working practices when hand-processing fish 1.5 explain the dangers and disadvantages of using unsafe and blunt tools to hand-process fish 1.6 describe possible types of accident and injury associated with hand-processing fish 1.7 describe organisational procedures for dealing with accidents and injuries that occur when hand-processing fish 1.8 explain the importance of following the organisation's cleaning schedule for the area where fish is hand-processed
2 Understand the relationship between the anatomy of fish and the way fish are hand-processed	2.1 explain how the arrangement of body parts of a flat fish differs from that of a round fish 2.2 explain how the different arrangement of body parts affects the way that flat and round fish are hand-processed

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Learning Outcomes	Assessment Criteria
3 Be able to hand process fish	3.1 perform checks to ensure that the fish to be prepared is of saleable quality 3.2 hand-process fish in ways that attempt to: • achieve organisational specifications for yield and quality • minimise waste • keep fish in a saleable condition throughout processing • maintain own and other people's health and safety 3.3 place processed products that meet organisational specifications into containers that will keep them in a saleable condition
4 Be able to maintain own work area in a condition fit for hand-processing fish	4.1 organise own work area, equipment and tools to enable fish to be hand-processed safely, hygienically and efficiently 4.2 maintain hygienic working conditions when handling fish 4.3 dispose of waste from the hand-processing of fish in ways that meet legal and organisational requirements 4.4 clean and tidy own work area, tools and equipment after hand-processing fish, in accordance with the organisation's cleaning schedule

Assessment

This unit requires workplace assessment of occupational competence. It is internally assessed by centre staff and externally assessed by an OCR External Verifier.

The unit is competence-based. This means that it is linked to the candidate's ability to competently perform a range of tasks associated with their work.

If the assessor is unable to make judgements about the specialist skills and knowledge covered by this unit, expert witness testimony must be sought from a person with suitable current experience, to confirm the candidate's competence.

For the purposes of this unit, 'processing' means:

skinning, heading, scaling, gutting, boning, portioning and steaking **either** flat **or** round fish

filleting **both** a flat **and** a round fish.

AC 1.2: If the organisation does not have a written policy, candidates need to ask their manager for broad guidelines and follow these where the unit refers to a policy.

The unit needs to be assessed in line with the relevant Sector Skills Council's (SSC's) Assessment Strategy or Principles. Skillsmart Retail's Assessment Principles for Retail Qualifications can be found on their website (www.skillsmartretail.com).

Assessment conducted by an external/peripatetic assessor must adhere to section 4.2.1 of Skillsmart Retail's '*Retail Qualifications Assessment Principles'*. As such, OCR requires the line manager or the owner/manager to sign and date the bottom of each unit Evidence Record Sheet

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(ERS) to both confirm their involvement and the candidate's competence. This should be on or prior to the signature and date provided by the assessor.

Evidence requirements

OCR does not stipulate the mode of delivery for the teaching of the content of this unit. Centres are free to deliver this unit using any mode of delivery that meets the needs of their candidates. Centres should consider the candidates' complete learning experience when designing programmes of learning.

Guidance on assessment and evidence requirements

You should refer to the '*Admin Guide: Vocational Qualifications* (A850)' for *Notes on Preventing Computer-Assisted Malpractice*.

National Occupational Standards (NOS) mapping/signposting

This unit is based on the NOS reference SSR.B222, SSR.B223

NOS can be viewed on the relevant Sector Skills Council's website or the Occupational standards directory at www.ukstandards.co.uk.

Functional skills signposting

This section indicates where candidates may have an opportunity to develop their functional skills.

Functional Skills Standards					
English		**Mathematics**		**ICT**	
Speaking and Listening	✔	Representing		Use ICT systems	✔
Reading	✔	Analysing		Find and select information	✔
Writing	✔	Interpreting		Develop, present and communicate information	✔

Additional information

For further information regarding administration for this qualification, please refer to the OCR document '*Admin Guide: Vocational Qualifications' (A850)* on the OCR website www.ocr.org.uk .