

FDQ - Qualification Purpose and Structure

FDQ number	Qualification title	Qualification approval number (QN) Qualification Wales number	EQF Level	Review date
321-055	FDQ Level 3 Certificate for Proficiency in Baking Industry Skills	600/0514/2 C00/0316/3	4	31 st Dec 2021

Qualifications purpose

This qualification is designed for learners who are working in the baking industry. It offers learners the opportunity to develop skills and knowledge required to prove competence at work. It will also suit learners who are competent at specialist bakery industry activities and are looking for ways of developing their existing skills and knowledge, perhaps to support product development, advanced craft skills or managing sales and technical operations.

This qualification offers learners a unique blend of bakery focused skills and knowledge units covering both craft and automated baking, retail, service and support competencies. This qualification also offers learners the opportunity to develop some specialist knowledge in bakery science and technology relevant to all occupational roles, should this be required to support the business.

Ofqual purpose D. Confirm occupational competence and/or 'licence to practice'.

Sub purpose D1. Confirm competence in an occupational role to the standards required.

Learners need to be 16 years old or over to take this qualification. Learners do not require any prior qualifications or units or food skills experience to take this qualification. However, prior achievement of FDQ Level 2 Certificate/Diploma in Baking Industry Skills may be an advantage for some learners. The qualification assesses and recognises competent achievement within the workplace.

This qualification is a Certificate requiring achievement of 27 credits, graded at pass/fail. It is designed to provide occupational competence in the roles listed above for routine operational tasks based upon standard operational procedures (SOPs).

See below for: (i) a complete list of units that make up the qualification and their value within the qualification and (ii) the minimum and maximum Credits, Total Qualification Time and Guided Learning Hours.

Further Information

Further information can be obtained from our website at: <http://www.fdq.org.uk/our-qualifications/processing-and-supply/baking/>

Or by contacting FDQ Tel: 0113 3970 395 Email: fdq@fdq.org.uk

Rules of Combination (RoC)

	Certificate
Total credits required for qualification	27
Total Qualification Time (TQT)	145 hours
Group A	Mandatory 21+ credits
Group B Knowledge	Optional 1-6 credits
Guided Learning Hours Range (min-max)	132-218 hours

Assessment

Occupational skills (OS) units are designed to assess the learner's applied skills required to demonstrate competent performance in the workplace in a defined role. Assessment of this qualification is by learner portfolio of achievement. Evidence of performance can be supplemented by other assessment evidence e.g. witness testimony, work-related questioning, workplace documentation, photographic evidence and professional discussion.

Other assessment methods may be used to assess occupational knowledge (OK) and underpinning knowledge (UK) requirements including e-assessment, multiple-choice examination and assignment. Assessment requirements are set out in individual units of assessment. Reasonable adjustments apply that allow learner support for oral or other assessment adjustment arrangements to meet learner needs. All assessment activity is subject to internal quality assurance.

FDQ externally quality assures all centre assessment and internal quality assurance quality and arrangements.

List of units

Unit ref	Unit type	Unit title	Level	Credit	GLH
Group A					
Baking skills units					
D/602/4612	OS	Control production of bakery products	3	4	27
H/602/4613	OK	Understand how to control production of bakery products	3	3	19
K/602/4600	OS	Design and develop specialist individual dough based products	3	5	30
T/602/4597	OK	Understand how to design and develop specialist individual bakery products	3	4	25
M/602/4601	OS	Evaluate specialist individual dough based products	3	4	25
A/602/4598	OK	Understand how to evaluate specialist individual bakery products	3	3	22
T/602/4602	OS	Produce specialist individual dough based products	3	5	30
F/602/4599	OK	Understand how to produce specialist individual bakery products	3	4	25
J/602/4605	OK	Batch produce advanced craft fermented dough based products	3	6	30
L/602/4606	OS	Understand how to batch produce advanced craft fermented dough based products	3	2	20
A/602/4603	OS	Batch produce advanced craft non fermented dough based products	3	6	30
F/602/4604	OK	Understand how to batch produce advanced craft non fermented dough based products	3	2	20

Unit ref	Unit type	Unit title	Level	Credit	GLH
R/602/4607	OS	Design and develop specialist individual flour confectionery	3	5	30
Y/602/4608	OS	Evaluate specialist individual flour confectionery	3	4	25
D/602/4609	OS	Produce specialist individual flour confectionery	3	5	30
R/602/4610	OS	Batch produce advanced craft flour confectionery products	3	6	30
Y/602/4611	OK	Understand how to batch produce advanced craft flour confectionery products	3	2	20
Retail and service units					
J/602/4569	OS	Plan and co-ordinate bake-off operations in food manufacture	3	3	15
A/602/4570	OK	Understand how to plan and co-ordinate bake-off operations in food manufacture	3	3	14
F/602/4571	OS	Organise the receipt and storage of goods and materials in food operations	3	3	15
J/602/4572	OK	Understand how to organise the receipt and storage of goods and materials in food operations	3	3	18
Y/602/1708	OS	Monitor and maintain storage conditions in food operations	3	3	14
Y/602/4575	OS	Monitor stored goods and materials in food operations	3	2	11
D/601/5179	OK	Monitor and maintain storage systems and procedures in food operations	3	2	10
D/601/5182	OK	Understand how to monitor and maintain storage systems and procedures in food operations	3	2	10

Unit ref	Unit type	Unit title	Level	Credit	GLH
D/601/5280	OS	Maximise sales in a food retail environment	3	4	20
R/601/5292	OK	Understand how to maximise sales of food products in a retail environment	3	3	24
D/601/5294	OK	Understand how to plan to maximise sales of food products in a retail environment	3	3	22
M/602/4579	OS	Set up and maintain food retail operations	3	3	20
H/602/4580	OS	Monitor effectiveness of food retail operations	3	2	12
K/602/4581	OK	Understand how to co-ordinate food retail operations	3	2	14
M/602/4582	OS	Plan and co-ordinate food services	3	3	18
A/602/4584	OK	Understand how to plan and co-ordinate food services	3	3	25
F/602/4585	OS	Set up and maintain food service operations in food operations	3	2	14
J/602/4586	OS	Monitor effectiveness of food service operations	3	2	14
L/602/4587	OK	Understand how to set up and maintain food service operations	3	2	16
Support operations units					
D/602/5808	OS	Manage commissioning and handover of plant and equipment in food operations	4	4	33
H/602/5809	OK	Understand how to manage commissioning and handover of plant and equipment in food operations	4	4	27
D/602/5811	OS	Maintain plant and equipment in food operations	3	4	26

Unit ref	Unit type	Unit title	Level	Credit	GLH
K/602/5830	OK	Understand how to maintain plant and equipment in food operations	3	3	23
J/601/5225	OS	Interpret and communicate information and data in food operations	3	3	18
L/601/5226	OK	Understand how to interpret and communicate information and data in food operations	3	3	14
A/602/4701	OS	Control energy efficiency in a food operations	3	3	13
R/602/5627	OS	Contribute to continuous improvement of food safety in operations	3	3	20
Y/602/5628	OK	Understand how to contribute to continuous improvement of food safety in operations	3	4	30
J/601/9680	OK	Report on compliance with food safety requirements in operations	4	4	26
L/601/9681	OS	Understand how to report on compliance with food safety requirements in operations	4	4	20
F/602/5834	OS	Control and monitor safe supply of raw materials and ingredients in food operations	3	1	6
J/602/5835	OK	Understand how to control and monitor safe supply of raw materials and ingredients in food operations	3	3	20
L/602/5836	OS	Manage and evaluate production performance in food manufacture	4	5	36
R/602/5837	OK	Understand how to manage and evaluate production performance in food manufacture	4	5	40
Y/602/5838	OS	Contribute to optimising work areas in food manufacture	3	3	26
D/602/5839	OK	Understand how to contribute to optimising work areas in food	3	3	15

Unit ref	Unit type	Unit title	Level	Credit	GLH
		manufacture			
A/602/4617	OS	Diagnose problems in food operations	3	3	14
F/602/4618	OK	Understand how to diagnose problems in food operations	3	3	16
J/602/4619	OS	Resolve problems in food operations	3	3	16
A/602/4620	OK	Understand how to resolve problems in food operations	3	4	22
F/602/4697	OS	Monitor and control throughput to achieve targets in food operations	3	2	9
J/602/4698	OK	Understand how to monitor and control throughput to achieve targets in food operations	3	3	15
F/601/9659	OS	Secure commitment to an achieving excellence strategy in food operations	4	4	23
T/601/9660	OK	Understand how to secure commitment to an achieving excellence strategy in food operations	4	5	31
M/602/5831	OS	Set up and maintain picking and packing orders in food operations	3	3	18
T/602/5832	OS	Monitor effectiveness of picking and packing operations in food operations	3	2	12
A/602/5833	OK	Understand how to co-ordinate picking and packing orders in food operations	3	2	14
Common operations units					
H/602/5826	OS	Monitor food safety at critical control points in operations	3	1	5
Y/602/1692	OS	Monitor product quality in food operations	3	3	20
T/602/5829	OK	Understand how to control product quality in food operations	3	2	10
K/602/5827	OS	Monitor health, safety and	3	2	12

Unit ref	Unit type	Unit title	Level	Credit	GLH
		environmental systems in food operations			
M/602/5828	OK	Understand how to monitor health, safety and environmental management systems in food operations	3	3	20
A/602/6304	OK	Understand how to develop working relationships with colleagues in food operations	3	2	12
L/602/5075	OS	Manage organisational change for achieving excellence in food operations	3	4	21
R/602/5076	OK	Understand how to manage organisational change for achieving excellence in food operations	3	3	17
M/602/6302	OS	Develop working relationships with colleagues in food operations	3	3	15

Group B Knowledge

L/601/2701	UK	Principles of sustainability in food operations	3	4	34
Y/600/2382	UK	Principles of HACCP for food manufacturing	3	3	20
Y/601/9683	UK	Principles of food policy and regulation	4	5	36
K/602/4225	UK	Principles of flour in bakery	3	2	20
M/602/4226	UK	Principles of fats and oils in bakery	3	2	20
T/602/4227	UK	Principles of sugars and starches in bakery	3	2	20
A/602/4228	UK	Principles of dairy products in bakery	3	2	20
F/602/4229	UK	Principles of egg and egg products in bakery	3	2	20
T/602/4230	UK	Principles of salt and dough conditioners / improvers in bakery	3	2	20
A/602/4567	UK	Principles of the Bulk Fermentation	3	2	20

Unit ref	Unit type	Unit title	Level	Credit	GLH
		Process			
F/602/4182	UK	Principles of the Chorleywood bread process	3	2	20
F/602/4568	UK	Principles of Mechanical Dough Development (MDD) using spiral mixing	3	2	20
F/602/4196	UK	Principles of dough fermentation and process control	3	2	20
K/602/4192	UK	Principles of retarding and proving dough and process control	3	2	20
K/602/4211	UK	Principles of oven baking bakery products	3	2	20
D/602/4223	UK	Principles of preparing and handling bakery finishing materials	3	2	20
A/602/4231	UK	Principles of packaging in bakery	3	2	20
K/602/4712	UK	Principles of mixing flour confectionery and process control	3	2	20