

## Overview

This standard is about the skills and knowledge needed for you to wrap by hand in food and drink manufacture and/or supply operations.

Wrapping by hand is important to the production of a variety of food products, ensuring the product is packaged to prevent contamination and to minimise physical damage. You will need to be able to prepare resources and work area. You must also be able to wrap a food or drink product and seal the product to organisational requirements. You must also be able to work within the limits of your responsibility and take action to address problems. Complying with and understanding health and safety, food safety, environmental and organisational requirements are essential features of this standard.

This standard is for you if you work in food and drink manufacture and/or supply operations and are involved in wrapping by hand.

## Performance criteria

*You must be able to:*

1. wear and use the correct personal protective equipment
2. follow organisational personal hygiene requirements specifically with respect to hand washing
3. source the product specification detailing wrapping requirements
4. check that necessary work area and resources are available and fit for use
5. source product requiring wrapping
6. isolate and take action if product or wrap do not meet organisational quality specifications
7. wrap product to organisational quality specification
8. seal product to organisational quality specification
9. maintain pace of production
10. work within the limits of your responsibility and take action to address problems
11. complete the necessary documentation and process to organisational requirements
12. store wrapped product to organisational requirement

## Knowledge and understanding

### *You need to know and understand:*

1. the regulatory and organisational requirements relating to wrapping by hand in food and drink manufacture
2. how to source organisational wrapping requirements and product wrapping quality specification
3. why it is important to adhere to organisational quality specifications
4. what the personal protective equipment needed is to wrap by hand and why it is important to use and wear it
5. why it is important to adhere to organisational hand washing requirements
6. the work area and resources needed to wrap by hand
7. how to source and select wrap, sealant and product requiring wrapping
8. how to avoid contamination of the product during wrapping
9. why it is important to work within the limits of your responsibility, take action to address problems and how to do this
10. how to complete organisational documentation requirements
11. how factory digitisation supports the production process

IMPPO254



Wrap by hand in food and drink operations

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**Developed by** Improve

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**Version Number** 4

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**Date Approved** 30 Mar 2023

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**Indicative Review Date** 30 Mar 2028

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**Validity** Current

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**Status** Tailored

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**Originating Organisation** Improve

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**Original URN** IMPPO254

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**Relevant Occupations** Engineering and Manufacturing Technologies, Manufacturing Technologies, Plant and Machine Operatives, Process Operatives, Process, Plant and Machine Operatives

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**Suite** Production and Control Operations in Food Manufacture

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**Keywords** food; manufacture; ingredients; package; wrap

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