



final report

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Redevelopment of offal processing training materials

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1 Milestone requirements

Complete pilot/ train the trainer workshops.
Finalise training materials and interactive CD.
Report to MLA.

This milestone was previously contracted to be achieved by 30 May 2007, however due to both the project and developer being away for extended periods earlier in the project, and extra CD modification requirements the milestone was delayed until 29 June 2007.

2 Project background

The current training materials for processing offal utilise film footage were taken in the early 1990s and many aspects of the hygiene and sanitation and OH&S are not compatible with today's company, regulatory and customer requirements. These materials, while useful in their current format, need updating in the light of the increased hygiene and OH&S in offal rooms today.

The purpose of this project was to:

1. update the existing materials and expand them to incorporate a greater understanding of customer and regulatory requirements
2. upskill offal room supervisors, training managers, and trainers to enable the introduction of these improved training materials to value add to the operation of their offal room and the productivity of the processing worker
3. ensure that training materials related to offal processing reflect current research outcomes and regulatory requirements.

In order to achieve this, the training materials are were updated and supported with video footage, an interactive CD for self-paced training, instruction and information material for trainers. A series of state-based workshops were conducted to update the knowledge and expertise of training managers and trainers. These train the trainer sessions were run in 6 States to familiarise training staff with the technical aspects of the new material and how to deliver the training using the new material.

The budget for this project was used for the development of the necessary footage and CD while the workshops were incorporated into the QA and training managers' network projects.

3 Pilot workshops

The following workshops were held to familiarise trainers and industry personnel with the draft resource:

30 March 2007, MINTRAC National Conference workshop, Adelaide – conducted by Sharon Fitzgerald, MINTRAC

17 April 2007, Melbourne Victoria – conducted by Rob Brown, AUS-MEAT Limited

18 April 2007, Brisbane Queensland – conducted by Rob Brown, AUS-MEAT Limited

9 May 2007, Perth Western Australia – conducted by Rob Brown, AUS-MEAT Limited

11 May 2007, Dubbo New South Wales – conducted by Rob Brown, AUS-MEAT Limited

A workshop was scheduled for Adelaide to be conducted by Rob Brown, but was cancelled due to lack of numbers.

The CD was also piloted at the MINTRAC Training Manager network meetings held in early 2007:

2 May 2007, Perth Western Australia
28 February 2007, Wagga Wagga New South Wales
7 March 2007, Tamworth New South Wales
15 March 2007, Adelaide South Australia
5 April 2007, Brisbane Queensland
12 April 2007, Melbourne Victoria

4 Training materials and interactive CD

AUS-MEAT Limited was contracted to film video footage and to develop the CD. This CD was to have been completed by now and sent to MINTRAC. A copy was received by MINTRAC at the time of writing this report, however, the CD sent to MINTRAC by AUS-MEAT was found to contain errors and requires further editing. The latest copy of the CD is included with this report. MINTRAC are awaiting the final correct version, a copy of which will be sent to MLA as soon as possible.

The CD is divided into the following sections containing videos, quizzes and training materials:

- **Who should use this CD?** – this section contains instructions and materials for operators, supervisors and trainers.
- **What is offal?** – a general introduction to offal processing, as well as important information about hygiene, contamination and the slaughter floor and offal room.
- **How is offal recovered and processed?** – information about the recovery and processing of beef and sheep offal products
- **Offal specifications** – information about the specifications for the offal products mentioned in the CD based on the specifications in AUS-MEAT Limited's *Handbook of Australian Meat*
- **Test your knowledge** – in some of the sections there are short quizzes to test learners' knowledge about the videos they have been viewing. The quizzes inform learners which questions they answered correctly or incorrectly at the end.

The training and assessment support materials for three Units of Competency were updated. These are included as **Attachments 1, 2 and 3**. These units are:

- MTMP2150A *Recover offal*
- MTMP2116A *Process offal*
- MTMP2118A *Overview offal processing*

These materials are included in the interactive CD as Word documents so that they can be saved to user's computers and customised to suit the workplace. Also included on the CD is a Facilitator's guide for using the CD (**Attachment 4**), an e-learning guide (**Attachment 5**), and selected pages from the AUS-MEAT offal yield and specification course workbook (the workbook is a PDF document, and is not included in this report).

The CD and materials are currently being duplicated and printed to be sold as a resource kit in the same format as other MINTRAC products such as the MHA kit, Refrigeration Index kit, and Animal Welfare kit.