

# M I N T R A C

NATIONAL MEAT INDUSTRY TRAINING ADVISORY COUNCIL LIMITED

## Assessment Moderation and Validation Workshops

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MINTRAC will be running a series of professional development days for meat industry trainers.



PROCESSING

The day will concentrate on identifying best practice delivery models, standardised assessment tools and map these against the Units of Competency.

### Workshop outline

The program will cover:

- Overview of validation and moderation.
- Discussion of assessment requirements for specified subject area.
- Review of available assessment tools and processes (participants can bring their own).
- Customisation of assessment tools.
- Validation of assessment tools.
- Moderation exercise for workplace observations (video footage).
- Moderation of question and answer session (role play).
- Moderation of a completed workplace referee/supervisor report.
- Summary and outcomes.



SMALLGOODS

### Workshop timetable

Each of the assessment validation and moderation workshops will run from 9.00am to 4.45pm.



RETAIL

Workshop	Location	Date
Assessment Moderation (Bandsaw)	Perth	Thursday 12 August
Assessment Moderation (Livestock Handling)	Melbourne	Wednesday 25 August
Assessment Moderation (Tripe processing)	Brisbane	Tuesday 31 August
Assessment Moderation (SRM)	Queensland	Wednesday 8 September

Assessment Moderation (Pork processing)	Adelaide	Wednesday 6 October
Assessment Moderation (Humane slaughter)	Sydney	Wednesday 27 October
Assessment Moderation (AWOSS)	Sydney	Wednesday 3 November
Assessment Moderation (Humane Slaughter)	Brisbane	Thursday 4 November
Assessment Moderation (MHA)	Victoria	Wednesday 24 November
Assessment Moderation (AWOSS)	Melbourne	Wednesday 8 December

## Workshop costs

MINTRAC Associates: \$400.00

Non-MINTRAC Associates: \$550.00

## Conditions

A cancellation policy is in place. If participants cancel 14 days before the delivery date, no charges will be made. If participants cancel inside the 14 days they will be required to pay 50% of the course fee. Participants are able to substitute their position for another person and not incur this fee.

Registration forms must be submitted 4 weeks prior to the delivery date. If applications are not submitted by then, workshops may be cancelled.

Once you have submitted your registration form, a letter will be posted out to you with the invoice for workshop costs as well as any preparation material. If you do not receive the confirmation within 7 days of sending the registration form please contact MINTRAC on 02 9819 6699.

# MINTRAC

NATIONAL MEAT INDUSTRY TRAINING ADVISORY COUNCIL LIMITED

## Registration form

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### Assessment Moderation and Validation workshops



PROCESSING

**Name:** \_\_\_\_\_  
**Position:** \_\_\_\_\_  
**Company:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_  
**Email:** \_\_\_\_\_  
**Postal address:** \_\_\_\_\_  
\_\_\_\_\_



SMALLGOODS

I will be attending (please tick):

- Bandsaw, in Perth on Thursday 12 August
- Livestock Handling, in Melbourne on Wednesday 25 August
- Tripe processing, in Brisbane on Tuesday 31 August
- Specific Risk Material, in Brisbane on Wednesday 8 September
- Pork Processing, in Adelaide on Wednesday 6 October
- Humane Slaughter, in Sydney on Wednesday 27 October
- Animal Welfare Officer, in Sydney on Wednesday 3 November
- Humane Slaughter, in Brisbane on Thursday 4 November
- Meat Hygiene Assessment in Melbourne on Wednesday 24 November
- Animal Welfare Officer, in Melbourne on Wednesday 8 December

Special requirements:

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- I understand and acknowledge the conditions of registration including the new cancellation policy

Signed .....

SUITE 2, 150 VICTORIA RD, DRUMMOYNE NSW 2047 PH: (02) 9819 6699 FAX: (02) 9819 6099

ABN NO. 28 058 494 063ACN 058 494 063

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Assessment Moderation and Validation Registration