

Milestone Report 2



A U S T R A L I A N M E A T P R O C E S S O R C O R P O R A T I O N

Achieving national consistency and regulatory compliance in the use and application of NLIS

Project code: A.MIN.0122

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Milestone Report



Project Code: A.MIN.0122

Project title: Achieving national consistency and regulatory compliance in the use and application of NLIS

Project Officer: Kate Christensen

MLA Project Manager/Coordinator: Danielle Bragg

Milestone Number: 2

Milestone requirements:

- First contact with every company achieved
- Training options identified and advertised
- Impact evaluation strategy agreed with AMPC/MLA

Abstract

Every processing company across Australia has been contacted about the NLIS training and assessment material and e-learning tool. The rollout of the training has been scheduled and advertising has commenced. The impact evaluation strategy has been developed and discussed with AMPC and MLA.

Project Objectives

Awareness raising

MINTRAC will work with AMIC and AMPC to develop a strategy to reach every red meat processing plant at least twice over the course of this project. The first approach will be to raise awareness of the nature, purpose and importance of the training available and the second will be to evaluate the effectiveness of the implementation and outcomes of the training.

‘Approaches’ may include network meetings, electronic meetings or plant visits.

Roll-out the training

Using available state-funding wherever available, MINTRAC will work with RTOs to ensure a comprehensive training program is implemented, accessible by every red meat processing plant. MINTRAC will collect and collate statistics relating to the number and location of people trained.

Impact evaluation

MINTRAC will work with the MLA NLIS central database team to collect and collate data to evaluate the impact of the training. A full evaluation strategy will be developed by the two organisations, and this may include assessing:

- increase of on-time reporting
- accuracy of data received
- number of errors
- operator capability
- call centre assistance required.

Progress against milestone requirements

Milestone requirement 1: First contact with every company achieved

Every processing company across Australia has been contacted. Contact has been through face-to-face meetings, phone calls, and emails to direct company contacts. The training and assessment material has been explained with emphasis on the e-learning resource and plants have been informed of the upcoming roll out of training.

A copy of the spread sheet can be seen in Attachment 1.

Milestone requirement 2: Training options identified and advertised

The following NLIS training programs have been advertised on the MINTRAC website. A ‘Save the date’ has been sent out to all QA and Training Managers in the relevant state. Official registrations will be sent out 6 weeks prior to each workshop as per the normal MINTRAC Professional Development advertising schedule.

Date	State	Location	Facilitator
Tuesday 4 June	South Australia	Rydges Hotel South Park, Adelaide 1 South Terrace Adelaide SA 5000	Ken Evers, VIC DPI
Thursday 6 June	Western Australia	Comfort Inn Bel Eyre Motel, 285 Great Eastern Highway, BELMONT WA 6104	Kate Christensen, MINTRAC
Wednesday 3 July	Queensland	The Colmslie Hotel, Corner Wynnum and Junction Roads,	Kate Christensen, MINTRAC

		Morningside, Brisbane QLD 4170	
Wednesday 10 July	New South Wales SHEEP	Quality Inn Carriage House, corner of Sturt Highway & Eunony Bridge Rd, Wagga Wagga NSW 2650	Kate Christensen, MINTRAC
Wednesday 24 July	Victoria	Best Western Airport Motel & Convention Centre, 33 Ardlie Street MELBOURNE (Attwood) VIC 3049	Kate Christensen, MINTRAC
Wednesday 31 July	New South Wales CATTLE	Quality Hotel Powerhouse, Armidale Road (New England Highway), Tamworth, NSW 2340	Kate Christensen, MINTRAC

The training will be delivered face to face in a classroom setting. Attendees will be given training notes from the 15 NLIS units of competency developed in the project A.PAB.0001, as well as copies of NLIS Work Instructions and SOPs.

Workshop outline

This one day workshop is designed to assist processors meet their NLIS requirements for sheep, goats and cattle. Participants will be given an overview of the NLIS program, training on how to manage NLIS data through different sectors of the processing chain, conducting preoperational and pre slaughter checks and uploading to the NLIS database.

Participants will be given a comprehensive set of training material including a series of work instructions and SOPs. Throughout the training, participants will be given the opportunity to work through some of the e-learning demonstrations and practice tasks.

There are now training and assessment material available for 15 units of competency around NLIS. These units look at the cattle, sheep and goat industries. With this in mind, the workshop will be tailored to meet the needs of the attendees e.g. if all beef processors are attending, the unit *Overview of the NLS for sheep and goats* will not be discussed. Prior to the workshop the facilitator will contact each participant to find out what they aim to achieve out of the training.

A Certificate of Attendance will be issued after the workshop. Attendees will have the opportunity to enrol in accredited NLIS Units in competency and undertake assessment through an RTO to receive certificates of competency.

A copy of the registration form is attached as Attachment 2.

Milestone requirement 3: Impact evaluation strategy agreed with AMPC/MLA

MINTRAC has consulted with AMPC/MLA and agreed on the following evaluation strategy:

MLA NLIS Central Database team

During the training MINTRAC will collect sign permission forms from participants to allow MINTRAC to access NLIS information through the MLA NLIS Central Database team.

MINTRAC has consulted with the NLIS Helpdesk Manager, George Basha, regarding the collection of data to evaluate the impact of the training. It was discussed that the following could be recorded and accessed by MINTRAC once written permission was obtained by the plants:

- call centre assistance required including the number of calls and reason for the calls
- increased time of reporting from kill date to upload date
- the success of data uploads including the number of errors and warnings received. However, some investigation will need to occur for this evaluation as some of the errors may not be the fault of the abattoir, e.g. if they say it is off PIC A, but is really off PIC B a warning will be generated
- the types and number of reports generated as a result of being exposed to their availability during the training.

This will be conducted approximately one month after the training has been conducted to allow the plants time to put in practice what they have learnt during the training.

MINTRAC contacted the MLA NLIS Helpdesk team back in March to discuss this project and start the conversation about their involvement. They discussed that they were about to undertake an extensive evaluation project by contacting all the processor account holders. As part of this evaluation they included the following questions as requested by MINTRAC.

- Have you received any formal training? If yes: the following questions were asked
- Was this training worthwhile?
- What changes have you put in place?
- Has your reporting and uploading improved?
- Were there any gaps in the training?

Once the data has been collated a report will be sent to MINTRAC. The NLIS Helpdesk will refer their clients to the NLIS materials and training available and record any feedback they receive as part of the ongoing awareness and evaluation process.

Workshop evaluations – pre, post, one month after

MINTRAC will undertake workshop evaluations pre, post and one month after the workshop has commenced. The pre evaluation will evaluate:

- Have they received any NLIS training previously?
- How many successful uploads they receive each week?
- How many errors and warnings they receive each week?
- Do they frequently generate reports through their NLIS account, and if so which ones?
- What causes the most issues with uploading? E.g. unread tags, mixed lots
- What units do they want to undertake?

The post evaluation will evaluate:

- Has this training been worthwhile?
- How did the workshop help you?
- What did you find best about the workshop?

- What did you find least helpful about the workshop?
- What changes need to be made to the workshop?

The evaluation one month after the workshop will evaluate:

- Has the time it takes to upload data improved?
- Do you get more successful uploads?
- Are you generating more reports?
- Do you utilise the MLA helpdesk staff more?
- Do you have more confidence uploading data and generating reports?
- Would you recommend the training to other people on your plant?

State regulators evaluation

Each state regulator will receive a copy of the materials to increase the awareness of the type of training. The regulators will be invited and encouraged to attend the training and MINTRAC will host a post workshop teleconference to evaluate if the training has been helpful in increasing compliance rates in the state.

Other matters or issues relating to this project

Nil

Recommendations

Nil

Cumulative list of project subcontractors contracted under this project

Nil to date.

Company	Scope of contract	\$	Start Date	Finish Date

List of attachments

Attachment 1: Plant contact spread sheet (separate document)




Attachment 2: Example of the NLIS Training registration form

Kate Christensen
30 April 2013

Attachment 1- plant contact spread sheet

Sent as a separate document.

Attachment 2. Example of the NLIS Training registration form

  
Meat Industry Professional Development Program
National Livestock Identification Program – Belmont WA
Purpose <p>This one day workshop is designed to assist processors meet their NLIS requirements for sheep, goats and cattle using the newly developed NLIS training materials.</p>
Who should attend? <p>This workshop should be attended by QA Managers, Trainers and on-plant staff that conducts the NLIS checks and uploads.</p> <p>State regulators are also encouraged to attend so they can further promote the training to plants throughout their state.</p>
Workshop outline <p>This one day workshop is designed to assist processors meet their NLIS requirements for sheep, goats and cattle. Participants will be given an overview of the NLIS program, training on how to manage NLIS data through different sectors of the processing chain, conducting preoperational and pre slaughter checks and uploading to the NLIS database.</p> <p>Participants will be given a comprehensive set of training material including a series of work instructions and SOPs. Throughout the training, participants will be given the opportunity to work through some of the e-learning demonstrations and practice tasks.</p> <p>There is now training and assessment material available for 15 units of competency around NLIS. These units look at the cattle, sheep and goat industries. With this in mind, the workshop will be tailored to meet the needs of the attendees e.g. if all beef processors are attending, the unit <i>Overview of the NLS for sheep and goats</i> will not be discussed. Prior to the workshop the facilitator will contact each participant to find out what they aim to achieve out of the training.</p>
Certificates available <p>A Certificate of Attendance will be issued after the workshop. Attendees will have the opportunity to enrol in accredited NLIS Units in competency and undertake assessment through an RTO to receive certificates of competency.</p>

Presenters Bio

Kate Christensen has been with MINTRAC since 2007. During this time Kate has worked on a number of projects including the professional development program, scholarships, manual handling, WHS, EBPPP, wastewater, the Environmental Officer Skills Set and more recently in the area of animal welfare, livestock handling and yard design.

Prior to working for MINTRAC, Kate spent 4 years working for MLA on the NLIS Helpdesk assisting processors with all their NLIS queries. With this background, Kate assisted in the developed of the NLIS Training and Assessment materials used during the training.

Workshop fees include

- Detailed training notes including work instructions and SOPs
- E-learning CD
- Catering

Workshop costs

\$200.00 plus GST

Closing date for registrations

The closing date for receipt of registrations is 23 May 2013. A decision on whether the course will be run will be made on this date.

Date & Venue details

Thursday 6 June 2013, 9.00am – 4.30pm

Comfort Inn Bel Eyre Motel, 285 Great Eastern Highway, BELMONT WA 6104

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 can be submitted until 2 weeks prior to the delivery date. If insufficient applications are received by 2 weeks prior to the delivery date, workshops may be cancelled.

Registrations forms will be acknowledged 1-2 days after receipt – if you do not receive an acknowledgement, please contact MINTRAC on 02 9819 6699.

Once the course is confirmed as going ahead, a letter will be posted out to you with the invoice for workshop costs as well as any preparation material.

Registration form

National Livestock Identification Program – Belmont WA

Name:

Position:

Company:

Phone:

Fax:

Email:

Postal
address:

Please tick below:

- ☐ I will attend the workshop Thursday 6 June 2013 9.00am – 4.30pm
Comfort Inn Bel Eyre Motel, 285 Great Eastern Highway, Belmont WA 6104
- ☐ I understand and acknowledge the conditions of registration including the new
cancellation policy

Signed

- ☐ I would like to subscribe to MINTRACker, the MINTRAC newsletter.

This training is supported by:

