

UNIT TITLE: APPLY CATERING CONTROL PRINCIPLES AND PROCEDURES		NOMINAL HOURS: 15
UNIT NUMBER: D1.HCC.CL2.01		
UNIT DESCRIPTOR: This unit deals with skills and knowledge required by cooks and chefs in a supervisor position to order, store and prepare foods to minimise wastage in commercial food production environments		
ELEMENTS AND PERFORMANCE CRITERIA	UNIT VARIABLE AND ASSESSMENT GUIDE	
<p>Element 1: Apply catering control principles and procedures</p> <p>1.1 Identify the <i>range of catering products</i> used within the enterprise</p> <p>1.2 Use <i>requisition/portion control</i> effectively</p> <p>1.3 Use <i>standard recipes</i> correctly</p> <p>1.4 Implement <i>ordering</i> and stock rotation practices</p> <p>1.5 Use optimum <i>storage</i> conditions</p> <p>Element 2: Minimise wastage</p> <p>2.1 Use <i>trimmings</i> of food products</p> <p>2.2 <i>Dispose of</i> food wastage in line with enterprise and local authorities' requirements</p> <p>2.3 Process <i>recyclable</i> products to local authority requirements</p>	<p>Unit Variables</p> <p>The Unit Variables provide advice to interpret the scope and context of this unit of competence, allowing for differences between enterprises and workplaces. It relates to the unit as a whole and facilitates holistic assessment</p> <p>This unit applies to all industry sectors that apply catering control principles and procedures within the labour divisions of the hotel and travel industries and may include:</p> <p>1. Food Production</p> <p><i>Range of catering products</i> may include:</p> <ul style="list-style-type: none"> • Perishable products, including fruit, vegetables, meat, seafood • Paper goods, such as wrapping, boxes, gift ware • Chemicals • Glass • Plastic products, such as disposable cups, plates, cutlery • Foam products, such as fast food packaging. <p><i>Requisition/portion control</i> may be related to:</p> <ul style="list-style-type: none"> • Scales • Measuring equipment, including spoons, jugs, buckets, rulers • Portion control. 	

Standard recipes should include:

- Portion numbers
- Portion weight
- Date
- Yield
- Ingredients
- Method of sequence
- Cooking temperatures/time
- Equipment.

Ordering may be related to:

- First in, first out (FIFO)
- Re-usable products
- Storage
- Availability
- Par stock levels.

Storage may include:

- Cool room temperature
- Cool room placement
- Length of time in cool storage
- Freezer temperature
- Length of time in freezer storage
- Storage, including dry, chemical, recyclable items.

*Trimming*s may relate to:

- Off cuts
- Saleable dishes
- Menu varieties.

Dispose of may relate to:

- Rubbish collection
- Recyclables collection
- Oils
- Food scraps.

Recyclable may relate to:

- Glass
- Plastics
- Paper, cardboard
- Metal
- Cooking oil
- Food scraps.

Assessment Guide

The following skills and knowledge must be assessed as part of this unit:

- Knowledge of correct method is demonstrated for applying catering control
- Overview of the relevant legislation in relation to food handling, food storage, chemical storage and general premises food safety
- Ability to demonstrate safe knife handling skills, including the ability to trim and cut to industry and enterprise standards

- Ability to demonstrate safe equipment/utensil practical skills
- Knowledge of recycling principles.

Linkages To Other Units

- Comply with workplace hygiene procedures
- Implement occupational health and safety procedures
- Prepare and store food
- Work effectively with colleagues and customers
- Maintain strategies for safe food
- Present and display food products
- Apply basic techniques of commercial cookery.

Critical Aspects of Assessment

Evidence of the following is essential:

- Knowledge of the classifications and characteristics of applying catering control principles and the terminology used
- Demonstrate safe and hygienic handling of products
- Demonstrate appropriate portion control and wastage minimisation
- Demonstrate safe knife skills and other associated equipment
- Demonstrate ability to store foods appropriately to ensure quality and wastage minimisation.

Context of Assessment

Assessment must ensure:

- Access to a range of catering establishments
- Commercial food preparation area with relevant equipment

- Service and presentation equipment for applying catering control
- Demonstration of skills on more than one occasion.

Resource Implications

Training and assessment must include access and use to a fully equipped commercial kitchen, use of real ingredients and service equipment; and access to workplace customer service standards, procedures, policies, guidelines, tools and equipment

Assessment Methods

The following methods may be used to assess competency for this unit:

- Observation of practical candidate performance
- Oral and written questions
- Third party reports completed by a supervisor
- Project and assignment work.

Key Competencies in this Unit

Level 1 = competence to undertake tasks effectively

Level 2 = competence to manage tasks

Level 3 = competence to use concepts for evaluating

Key Competencies	Level	Examples
Collecting, organising and analysing information	2	Determine requirements of standard recipes and/or menu requirements; collect equipment, commodities and ingredients; read menus, recipes and task sheets; select and obtain commodities; organise ingredients and task sheets

	Communicating ideas and information	2	Share information with other kitchen, floor service staff; read recipes, menus, instructions and orders
	Planning and organising activities	3	Work within time constraints in a logical sequence; plan logical and efficient sequencing and timing of tasks
	Working with others and in teams	2	Work cooperatively with other team members
	Using mathematical ideas and techniques	2	Calculate portions; weigh and measure quantities against standard recipes and/or menu requirements
	Solving problems	2	Identify and correct problems in preparing and producing products, such as ingredient quality and equipment failure
	Using technology	1	Use mechanical kitchen equipment, including weighing equipment