

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. 	

	<p><i>Standard recipes</i> should include:</p> <ul style="list-style-type: none"> • Portion numbers • Portion weight • Date • Yield • Ingredients • Method of sequence • Cooking temperatures/time • Equipment. <p><i>Ordering</i> may be related to:</p> <ul style="list-style-type: none"> • First in, first out (FIFO) • Re-usable products • Storage • Availability • Par stock levels. <p><i>Storage</i> may include:</p> <ul style="list-style-type: none"> • 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.
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	<p><i>Trimming</i>s may relate to:</p> <ul style="list-style-type: none"> • Off cuts • Saleable dishes • Menu varieties. <p><i>Dispose of</i> may relate to:</p> <ul style="list-style-type: none"> • Rubbish collection • Recyclables collection • Oils • Food scraps. <p><i>Recyclable</i> may relate to:</p> <ul style="list-style-type: none"> • Glass • Plastics • Paper, cardboard • Metal • Cooking oil • Food scraps. <p>Assessment Guide</p> <p>The following skills and knowledge must be assessed as part of this unit:</p> <ul style="list-style-type: none"> • 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
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	<ul style="list-style-type: none"> • Ability to demonstrate safe equipment/utensil practical skills • Knowledge of recycling principles. <p>Linkages To Other Units</p> <ul style="list-style-type: none"> • 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. <p>Critical Aspects of Assessment</p> <p>Evidence of the following is essential:</p> <ul style="list-style-type: none"> • 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. <p>Context of Assessment</p> <p>Assessment must ensure:</p> <ul style="list-style-type: none"> • Access to a range of catering establishments • Commercial food preparation area with relevant equipment
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	<ul style="list-style-type: none"> • Service and presentation equipment for applying catering control • Demonstration of skills on more than one occasion. <p>Resource Implications</p> <p>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</p> <p>Assessment Methods</p> <p>The following methods may be used to assess competency for this unit:</p> <ul style="list-style-type: none"> • Observation of practical candidate performance • Oral and written questions • Third party reports completed by a supervisor • Project and assignment work. <p>Key Competencies in this Unit</p> <p><i>Level 1 = competence to undertake tasks effectively</i></p> <p><i>Level 2 = competence to manage tasks</i></p> <p><i>Level 3 = competence to use concepts for evaluating</i></p>		
	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