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| Title | **Maintain production of food** |
| Level | **4** | **Credits** | **6** |

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| Purpose | The aim of this module to develop knowledge, skill and understanding to Maintain production of food. |

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| Classification ISCED | 1013 Hotel, restaurants and catering |

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| Available grade | Competent / Not yet competent |

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| Modification history | N/A |

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| **Competency Unit** | **Performance Criteria** | **Knowledge and Understanding** |
| **C1. Lead the kitchen team in the preparation and cooking of food**OverviewThis Competency Standard is about team work and how you need to lead and support team in the preparation and cooking of food.This includes advising, guiding, directing and correcting | P1- Set out and positively communicate the purpose and objectives of the team to all associatesP2- Ensure that each member of the team knows their role and responsibilities and understands how these will contribute to achievement of the team’s objectivesP3- Encourage and support team members to carry out their role and provide recognition when objectives have been achievedP4- Support the team in addressing team and departmental problemsP5- Give team members support and advice when they need itP6- Motivate team members to present their own ideas and listen to what they sayP7- Monitor activities and progress across the team without interfering. | K1- Develop different ways of communicating effectively with members of a teaK2- Schedule and plan the achievement of team objectives and the importance of involving team members in this processK3- Enlist and describe the importance of and being able to show team members how personal roles and responsibilities contribute to achievement of team objectivesK4- Select and successfully apply different methods for motivating, supporting and encouraging team members and recognizing their achievementsK5-Mention the team and departmental difficulties and challenges that may arise and ways of identifying and overcoming them.K6- Identify the members, purpose, objectives and plans of your teamK7- Describe the personal roles and responsibilities of members of your teamK8- Explain the types of support and advice that team members are likely to need and how to respond to theseK9- Figure out the Standards of performance for the work of your team |

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|  |  | K10-Illustrate Relevant national and organizational legal, regulatory and ethical requirements |
| **C2- Support the souse chef****Overview**This Competency Standard is about negotiating how a chef de partie can actively support a souse chef on a daily and medium term basis. | P1- Discuss and agree on methods and formats of communication with the sous chefP2- Agree with the sous chef daily and medium term areas for delegated responsibilitiesP3- Support the sous chef in undertaking training and inspectionsP4- Ensure that every day food and beverages requirements of section are signed off by sous chef. | K1- Develop methods and formats for communicationK2-Follow and agree on methods and formats of communication with the souse chefK3-Mentio areas for delegated responsibilities on a daily and medium term basisK4- Discussed and agree with the sous chef daily and medium term areas for delegated responsibilitiesK5- Explain and support the sous chef in undertaking training and inspectionsK6- Prepared every day food and beverages requirements of section which are signed off by sous chef.K7-Understand operational knowledge of kitchen workK8-Implement Standard Operating Procedures for the kitchenK9- Describe organizational guidelines for kitchen operations. K1O- Express organizational requirements for food safety and hygieneK11- Keep record of organizational requirements for maintaining departmental records. |
| **C3- Supervise cook or assistant****Overview** | P1- Ensure that cooks / assistants are punctual and efficient in carrying out their dutiesP2- Communicate instructions and other information clearly to kitchen staff | K1- Exploit operational knowledge and understanding of the kitchen operationK2-Explain operational knowledge and understanding of current and future requirements of business |

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| This Competency Standard is about supporting members of the team and ensuring they carry out their duties and tasks efficiently and effectively. | P3- Motivate the kitchen staff in a timely and efficient manner to complete all their dutiesP4- Ensure that all staff are performing at the optimum level when preparing, cooking and finishing dishes for customersP5- Create a friendly, professional environment which inspires teamwork within section of his / her kitchenP6- Ensure high quality dishes are presented for service. | K3-Appreciate to encourage punctuality and efficiencyK4- Develop the methods of communication in a kitchen environment and how to use them effectively.K5-Create interest and motivate staff effectivelyK6- Analyze that all staff are performing at optimum levelsK7-Supervise to ensure that cooks / assistants are producing the highest quality of product (including seasoning, portion size, appearance)K8- Involve in process to create a friendly, professional environment which inspires teamworkK9-Explain Standard operating procedures for the department and sectionK10-Know the National and locals laws concerning international hygiene standards , HACCP standards, local food safety preparation laws |
| **C4- Monitor and supervise storage of food within kitchen section****Overview**This Competency Standard is about making sure that food is properly, | P1- Ensure that all food safety and hygiene standards are followed when preparing food for storageP2- Ensure that cross-contamination procedures are strictly followed throughout food storage proceduresP3- Ensure that all food is safely and hygienically prepared for storageP4- Ensure that all food prepared for storage is | K1- Maintain Food safety and hygiene standardsK2- Supervise to prepare food for storage K3- Monitor to tag and log food for storage K4-Verify to prevent cross contamination K5-Develop method for storing of foodK6- Mention the correct temperatures for storing different |

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| safely and hygienically stored following all organizational procedures. These include tagging and recording food storage | properly tagged according to organizational requirementsP5- Ensure that all food tagged for storage is properly logged according to organizational requirementsP6- Ensure that different foods are stored in the correct location and at the correct temperature according to organizational requirements. | foodsK7- Explain the Standard Operating Procedures for the kitchenK8-Express organizational guidelines for kitchen operationsK9-Understand organizational requirements for food safety and hygieneK10- Know organizational requirements for maintaining departmental records |