## Level 2 Commis Chef – End-point Assessment (9081-12)

**Assessment 702/752 – Observation**

**Competency Framework Record**

**Guidance for employers and providers**

The document is to be used to record evidence that you have witnessed of the apprentice working within their normal role and their skills, knowledge, and behaviours demonstrated. These should be documented in the appropriate sections below and provide detail of how the criteria were demonstrated, using specific examples from the apprentice’s performance, and confirm if competency was fully met in your opinion, by confirming Yes or No in the relevant box

If the End Point Assessor deems the evidence provided as sufficient, the apprentice will be taken forward to the question and answer assessment, where the appropriate grade will be awarded based on the assessment and the evidence provided.

Please ensure all of the information is fully completed to show, name, relationship to apprentice and dates, and the document signed at the foot of the document.

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| **Name of Apprentice** |  | **Date for confirming competence** |  |
| **Name of Employer / Trainer**  |  | **Relationship to apprentice** |  |
| **Site Name** |  | **Length of time you have known apprentice** |  |

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| **Food groups** | **Mandatory:** the apprentice MUST cover all three mandatory, one within the culinary challenge and the remaining two within observation:* Fish
* Meat
* Poultry

**Of which** at least one must be prepared from ‘whole’ – e.g. whole chicken, whole trout, whole leg of lamb in the **Culinary Challenge** The apprentice must also cover at least **four** of the following food groups:* Shellfish
* Game
* Offal
* Vegetables
* Sauces
* Stock
* Soup
* Rice
* Pasta
* Vegetable protein

And at least **two** of the following food groups:* Egg dishes
* Bread and dough
* Pastry
* Cakes, sponges, biscuits, scones
* Cold and hot desserts
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| **Preparation methods** | At least six preparation methods selected as appropriate to the groups (for example one method might be demonstrated on fish, another on stock etc.) |
| **Cooking methods** | At least six cooking methods selected as appropriate to the groups (for example one method might be demonstrated on fish, another on stock etc.)  |

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| **Pass grading criteria** | **Comments / justification** | **Competence demonstrated Y/N** |
| **Module 1: Culinary** |  |
| C1 Demonstrate working to menus in line with business requirements and advising of issues in terms of menu item availabilities and popularity of menu items and cooking to establishment standards- adhering to any nutritional requirements |  |  |
| C2 Turn up on time |  |  |
| C3 Wear uniform correctly |  |  |
| C4 Use technology in own kitchen as per manufacturers’ instructions and in accordance with health and safety regulations  |  |  |
| C5 Use technology appropriately and as required by the establishment in respect of cooking stated menu items |  |  |
| C6 Work safely and efficiently and confident in use of technology |  |  |
| C7 Mise en place undertaken in a timely fashion and ensure all food preparation allows for requirements of service |  |  |
| C8 Follow and adhere to cleaning schedules |  |  |
| C9 How to find a dish specification / recipe for prescribed dish |  |  |
| C10 How to read and understand the specification / recipe for the dishes and ingredients |  |  |
| C11 Weigh and measure ingredients using accurately functioning tools or equipment  |  |  |
| C12 Ensure correct volume / number of components |  |  |
| C13 Ensure consistent portions prepared and served |  |  |
| C14 Pay attention to detail and work consistently to achieve standards |  |  |
| C15 Follow specifications / brand standards to prepare and produce dishes and menu items, on time, ensuring consistency of finished product as per Annex A |  |  |
| C16 Identify correct knives and equipment for preparation, cooking and finishing of dishes and menu items identified in Annex A |  |  |
| C17 The correct setting and use of equipment when preparing, cooking and finishing dishes and menu items |  |  |
| C18 Adhere to company specifications / brands when preparing / cooking dishes |  |  |
| C19 Demonstrate care and attention using knives and equipment |  |  |
| C20 Correctly store and use food commodities when preparing dishes |  |  |
| C21 Ambient, chilled and frozen storage used correctly:* Correct labelling of food – dates, ingredients, allergens
* Stock rotation
* Colour coding, following safety systems
 |  |  |
| C22 Adhere to company / brand standard / menu specification |  |  |
| C23 Consistently use the correct volume and quantity of commodities in each dish, maintaining attention to detail  |  |  |
| C24 Apply correct preparation and selection methods when using meat, poultry, fish and vegetables in dishes |  |  |
| C25 Utilise the correct cuts and preparation methods to produce high quality, technically sound dishes |  |  |
| C26 Complete preparation and cooking tasks to a high standard, delivered on time and presented as described within the recipe specification |  |  |
| **Module 2: Food Safety** |  |
| FS1 Reduce contamination risks associated with workflow procedures |  |  |
| FS2 Use storage procedures to prevents cross-contamination |  |  |
| FS3 Make sure surfaces and equipment are clean and in good condition  |  |  |
| FS4 Use clean and suitable cloths and equipment for wiping and cleaning between tasks |  |  |
| FS5 Dispose of waste promptly, hygienically and appropriately  |  |  |
| FS6 Avoid unsafe behaviour that could contaminate the food you are working with |  |  |
| FS7 Keep necessary records up-to-date |  |  |
| FS8 Prepare, cook and hold food safely |  |  |
| FS9 Check food before and during operations for any hazards, and follow the correct procedures for dealing with these |  |  |
| FS10 Prevent cross-contamination, such as between raw foods, foods already cooking / reheating and ready-to-eat foods |  |  |
| FS11 Use methods, times, temperatures and checks to make sure food is safe |  |  |
| **Module 3: People** |  |
| P1 Work effectively with others to ensure dishes produced are of high quality, delivered on time and to the standard required |  |  |
| P2 Take pride in own role through an enthusiastic and professional approach to tasks |  |  |
| P3 Demonstrate teamwork, as seen by: * working well with colleagues
* professional conduct
* good time-keeping
* willingness to cover for others and respond flexibly to rota requirements
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| P4 Listen to and respect other peoples’ point of view and respond politely |  |  |
| P5 Demonstrate teamwork and professional conduct: checking attendance at work; behaviours in team activities such as team meetings |  |  |
| P6 Demonstrate appropriate responses to instructions and show you can request information when required and ask questions to seek clarification or further guidance |  |  |
| P7 Demonstrate support to others by asking where help is required when own tasks are completed |  |  |
| P8 Show you can accelerate work pace when required and go the extra mile |  |  |
| P9 Behave in a manner in line with the values and culture of the business |  |  |
| **Module 4: Business** |  |
| B1 Work to specified standards, following establishment standards in terms of preparing menu items in accordance with business / customer needs |  |  |
| B2 Adhere to recipes / specifications as required |  |  |
| B3 Maintain any appropriate documentation such as wastage records |  |  |
| B4 Demonstrate effective waste management |  |  |
| B5 Be financially aware in all aspects of work |  |  |
| B6 Work efficiently and safely throughout work shifts |  |  |
| B7 Be vigilant and aware of possible risks within the kitchen environment and take action to prevent them |  |  |

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| **Assessment criteria** | **Comments / justification**  | **Competence demonstrated Y/N** |
| **Module 1: Culinary** |  |
| M1:K5\* Identify correct ingredients and portion sizes for each dish to meet recipe specifications |  |  |
| M1:S1 Contribute to reviewing and refreshing menus in line with business and customer requirements |  |  |
| M1:S2 Use available technology in line with business procedures and guidelines |  |  |
| M1:S4\* Work methodically to complete tasks at the right moment and to the required standard |  |  |
| M1:S5\* Measure dish ingredients and portion sizes accurately  |  |  |
| M1:S6\* Demonstrate a range of craft preparation and basic cooking skills and techniques to prepare, produce and present dishes and menu items in line with business requirements  |  |  |
| M1:S7\* Use correct equipment and knife skills when preparing, cooking and presenting food, in line with business standards |  |  |
| M1: S8 Store and use food commodities when preparing dishes, in line with business standards |  |  |
| M1:S9\* Apply correct selection methods when using meat, poultry, fish and vegetables in dishes, in line with business standards  |  |  |
| M1:S10\* Complete preparation and cooking tasks in line with business needs |  |  |
| M1:S11 Regularly check work |  |  |
| M1:B4 Use technology and equipment in line with training |  |  |
| M1:B6 Demonstrate initiative when tasks are not going to plan |  |  |
| M1:B7 Pay attention to detail and work consistently to achieve standards  |  |  |
| M1:B9\* Demonstrate care and attention when using knives and equipment |  |  |
| M1:B10 Take care to use the correct measurements of commodities in each dish |  |  |
| M1:B11\* Utilise the correct cuts and preparation methods to produce high quality, technically sound dishes  |  |  |
| **Module 2: Food Safety** |  |
| M2:S1\* Demonstrate good personal practices whilst working at all times |  |  |
| M2:S2\* Maintain a clean and hygienic kitchen environment, in line with sector standards |  |  |
| M2:S3\* Complete kitchen documentation, in line with business standards  |  |  |
| M2:S4\* Avoid contamination while working by using correct cleaning products, documentation and equipment  |  |  |
| M2:S5\* Store, prepare and cook ingredients correctly to deliver a quality product that is safe for the consumer, in line with business and food safety standards  |  |  |
| M2:B1\* Demonstrate high personal hygiene standards |  |  |
| M2:B2\* Follow safe working practices when storing, preparing and cooking ingredients to maintain their quality and safety  |  |  |
| **Module 3: People** |  |
| M3:S1 Work effectively with others to ensure dishes produced are of high quality, delivered on time and to the standard required |  |  |
| M3:S2 Use suitable communication methods to achieve operational goals |  |  |
| M3:S5 Perform all aspects of the role in line with business values and culture |  |  |
| M3:B1\* Take pride in own role and tasks  |  |  |
| M3:B2 Listen to and respect other peoples’ point of view and respond politely  |  |  |
| M3:B6 Behave in a manner in line with the values and culture of the business |  |  |
| **Module 4: Business** |  |
| M4:S1 Follow instruction to meet targets and effectively control resources |  |  |
| M4:S2 Manage usage and waste when dealing with resources |  |  |
| M4:S3 Undertake all tasks with due care and attention and report any risks in the appropriate manner |  |  |
| M4:B1\* Be financially aware in approach to all aspects of work |  |  |
| M4:B3 Be vigilant and aware of potential risks within the kitchen environment and take action to prevent them  |  |  |

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| **Additional comments** |
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Confirmed as an accurate statement:

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| **Signature of employer/provider** | **Print name** |
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| **Signature of apprentice** | **Print name** |
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**Annex A: Preparation and cooking range**









