

Level 3 Diploma in Advanced Professional Cookery (Kitchen and Larder) (7100-84)

Qualification handbook
600/1985/2

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Level 3 Diploma in Advanced Professional Cookery (Kitchen and Larder) (7100-84)

Qualification handbook

(November 2011)3 (November 2011)

Version and date	Change detail	Section
1.2 Sep 2011	Added section "Centres currently offering City & Guilds qualifications in this area"	Centre Requirements
1.3 November 2011	Applied Age Restrictions	Age restrictions

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1 Introduction to the qualification

This document contains the information that centres need to offer the following qualification:

Qualification title and level	Level 3 Diploma in Advanced Professional Cookery (Kitchen and Larder)
City & Guilds qualification number	(7100-84)
Qualification accreditation number	600/1985/2
Last registration/certification date	Please see the Walled Garden for dates

This qualification has been designed by City & Guilds in order to:

- meet the needs of candidates who work or want to work as chefs in the catering and hospitality sector
- support Government initiatives towards Qualification Credit Framework (QCF). For further information on the QCF, visit the QCA websites www.qca.org.uk and www.accreditedqualifications.org.uk
- allow candidates to learn, develop and practice the skills required for employment and/or career progression in the hospitality and catering sector
- contribute to the knowledge and understanding in the related Level 3 NVQ Diploma in Professional Cookery (7133), whilst containing additional skills and knowledge which go beyond the scope of the NOS. See the relationship mapping within each unit for further details.

This qualification functions

- as a stand alone qualification, accredited as part of the QCF at Level 3 as a valuable accreditation of skills and/or knowledge for candidates not following Apprenticeship programmes, without requiring or proving occupational competence.

1.1 Qualification structure

To achieve the Level 3 Diploma in Advanced Professional Cookery (Kitchen and Larder), learners must achieve 74 credits from the mandatory units available.

The diagram below lists the unit titles, the credit value of each unit and the title of the qualification which will be awarded to candidates successfully completing the required combination of units and/or credits.

Unit accreditation number	City & Guilds unit number	Unit title	Mandatory/ optional for full qualification	Credit value
J/600/9151	851	Supervisory skills in the hospitality industry	Mandatory	8
K/502/3775	302	The principles of food safety supervision for catering	Mandatory	3
L/600/9152	852	Practical gastronomy	Mandatory	11
R/600/9153	853	Advanced skills and techniques in producing vegetable and vegetarian dishes	Mandatory	9
D/600/9155	854	Advanced skills and techniques in producing meat dishes	Mandatory	17
H/600/9156	855	Advanced skills and techniques in producing poultry and game dishes	Mandatory	14
M/600/9158	856	Advanced skills and techniques in producing fish and shellfish	Mandatory	12
N/A	863	Food product development	Elective Unit	8

1.2 Unit route

Level 3 Diploma in Advanced Professional Cookery (Kitchen and Larder) is also available as a unit route (7100-93). Unit route is a flexible way of offering learners CPD opportunities, as well as it enables learners to achieve recognition where they are unable to achieve the full qualification.

Please note that learners can only achieve the full qualification through the unit route if they are successful in passing the two synoptic practical assessments in the realistic working environment. Centres must be aware that achieving the full qualification through the unit route will result in higher overall price than the full qualification route (7100-84).

For advice on unit funding please contact your local Funding Agency.

1.3 Opportunities for progression

The qualification provides knowledge and practical skills related to the Level 3 NVQ Diploma in Professional Cookery (Kitchen and Larder). On completion of this qualification candidates may progress into employment or to the following City & Guilds qualifications:

- General management and supervisory qualifications
- Level 3 NVQ Diploma in Hospitality Supervision & Leadership (7250)

1.4 Qualification support materials

City & Guilds also provides the following publications and resources specifically for this qualification:

Description	How to access
Qualification handbook (7100-84)	Downloadable from website www.cityandguilds.com Sales stock ref: SP-84-7100
Assessment pack (7100-84)	Downloadable from website www.cityandguilds.com Sales stock reference: EN-84-7100
Answer pack (7100-84)	Downloadable from website www.cityandguilds.com
FAQs (7100)	Downloadable from website www.cityandguilds.com
Promotional materials	Downloadable from website www.cityandguilds.com
Approval forms	Available from City & Guilds regional offices and website www.cityandguilds.com

2 Centre requirements

This section outlines the approval processes for Centres to offer this qualification and any resources that centres will need in place to offer the qualifications including qualification-specific requirements for centre staff.

2.1 Centres currently offering City & Guilds qualifications in this area

Centres currently offering the Level 3 Diploma in Advanced Professional Cookery (7100-83) are automatically approved to offer Level 3 Diploma in Advanced Professional Cookery (Kitchen and Larder) (7100-84).

Centres may offer the new qualification:

- providing there have been no changes to the way the qualifications are delivered, and
- if they meet all of the approval criteria specified in the approval form guidance notes.

Approval Criteria

An application for qualification approval to offer this qualification from centres that are not eligible for a fast track or automatic approval must be supported by a comprehensive scheme of work detailing how the scheme requirements will be addressed. This scheme of work must provide:

- Number of hours for theory and practical session
- A clear indication of cross referencing to outcomes
- Duration of each session
- Mode of delivery
- Number of sessions

2.2 Resource requirements

Physical resources and site agreements

This qualification is aimed at candidates who have progressed from level 2, or require further training, so it is important that they gain their experience in a professional kitchen. They should use appropriate equipment in terms of the size and scale, which must be of industrial quality.

When being assessed, candidates will need to have sufficient space to work efficiently, hygienically and in a safe manner.

As a minimum, it is expected that centres seeking approval for this qualification have access to a well equipped industrial kitchen including

- cooking facilities to enable full access to the qualification for example ovens/ranges, grills, griddles and deep fat fryers
- worktop space – stainless steel workstations or tables
- washing facilities – hand washing, food preparation and washing up
- refrigerator space
- small and large equipment – it is recommended that centre review the range of equipment requirements against each unit within the qualification. It may be necessary to purchase additional equipment in order to offer the qualification.

It is possible that some centres may wish to place the candidate in an RWE (Realistic Working Environment) for practice. However, when being assessed it is important that the candidate has

sufficient physical resources as described to allow equal and fair assessment of their skills to take place.

Industry requirements

Centres must be aware of industry requirements and prepare their candidates fully for employment.

Health and safety

The importance of safe working practices and the demands of the Health and Safety at Work (HASAW) Act 1974 must always be stressed. This will include directives from Brussels for the European Union. Candidates have a responsibility for maintaining the safety of others as well as themselves. Anyone behaving in an unsafe fashion must be stopped and suitable warning given. A candidate should never be allowed to continue working on an assessment if they have contravened these requirements at any time.

Human resources

Centre staff may undertake more than one role, eg tutor and assessor or internal verifier, but must never internally verify their own assessments.

Staff delivering this qualification must be able to demonstrate that they meet the following occupational expertise requirements. They should

- be technically competent in the areas for which they are delivering training and/or have experience of providing training
- be competent at a level above the level being assessed in the specific area they will be assessing. For specialist areas such as food safety, centres should refer to the guidance within the unit.

Centre staff

Centre staff must satisfy the requirements for occupational expertise for this qualification. These requirements are as follows

- staff should be technically competent in the areas for which they are delivering training and/or should also have experience of providing training
- staff should be competent at a level above the level being assessed in the specific area they will be assessing. For specialist areas such as food safety, centres should refer to the guidance within the unit.

Assessors and internal verifiers

While the Assessor/Verifier (A/V) units are valued as qualifications for centre staff, they are not currently a requirement for the qualification. It is expected that assessors delivering the qualifications have a qualification in the relevant subject area and recent experience of working in the catering and hospitality industry.

Continuous professional development (CPD)

Centres are expected to support their staff in ensuring that their knowledge remains current in the occupational area and of best practice in delivery, mentoring, training, assessment and verification, and that it takes account of any national or legislative developments.

2.3 Candidate entry requirements

Candidates should not be entered for a qualification of the same type, content and level as that of a qualification they already hold.

It is recommended that candidates should have a minimum of a level 2 qualification in cookery such as the City & Guilds Level 2 NVQ Diploma in Food Production and Cooking (7132) or the City & Guilds Level 2 Diploma in Professional Cookery (7100) in order to complete the qualification satisfactorily.

Without evidence of formal qualifications, candidates must be able to demonstrate adequate prior knowledge and experience to ensure they have the potential to gain the qualification successfully.

It is important that centres ensure that candidates have the potential and opportunity to be successful in gaining their qualification and therefore centres should carry out careful screening of all candidates, eg carrying out a kitchen skills test on potential candidates.

Age restrictions

There are no age limits attached to candidates undertaking the qualification unless this is a legal requirement of the process or the environment.

Candidates under the age of 18 are not allowed to use some types of food slicing equipment without supervision (eg gravity fed slicing machines). It is essential that all candidates are made aware of the health and safety issues whilst working in a kitchen environment and candidates should always be supervised.

3 Course design and delivery

3.1 Initial assessment and induction

Centres will need to make an initial assessment of each candidate prior to the start of their programme to ensure they are entered for an appropriate type and level of qualification.

The initial assessment should identify

- any specific training needs the candidate has, and the support and guidance they may require when working towards their qualification
- any units the candidate has already completed, or credit they have accumulated which is relevant to the qualification they are about to begin.

City & Guilds recommends that centres provide an induction programme to ensure the candidate fully understands the requirements of the qualification they will work towards, their responsibilities as a candidate, and the responsibilities of the centre. It may be helpful to record the information on a learning contract.

Further guidance about initial assessment and induction, as well as a learning contract that centres may use, are available in the Centre Toolkit.

3.2 Recommended delivery strategies

Centre staff should familiarise themselves with the structure, content and assessment requirements of the qualification before designing a course programme.

Centres may design course programmes of study in any way which:

- best meets the needs and capabilities of their candidates
- satisfies the requirements of the qualification.

When designing and delivering the course programme, centres might wish to incorporate other teaching and learning that is not assessed as part of the qualification.

Where applicable, this could involve enabling the candidate to access relevant qualifications covering these skills.

For further information to assist with the planning and development of the programme, please refer to the following:

- Delivery strategies / suggested topics are included in each unit.
- Units 853 – 856 are assessed through individual practical tasks in realistic working conditions, ie within the time specified in the practical assessments, managing resources efficiently, working hygienically and safely, and using industrial equipment.

4 Assessment

4.1 Summary of assessment methods

For this qualification, candidates will be required to complete the following assessments:

Unit No.	Title	Assessment Method	Where to obtain assessment materials
851	Supervisory skills in the hospitality industry	The assignment covers the practical activities for all outcomes and will also sample underpinning knowledge to verify coverage of the unit. Externally set assessment, locally marked and externally verified.	Assessment pack Stock code: EN-83-7100
302	The principles of food safety supervision for catering	City & Guilds short answer paper.	
852	Practical Gastronomy	The assignment covers the practical activities for all outcomes and will also sample underpinning knowledge to verify coverage of the unit. Externally set assessment, locally marked and externally verified.	
853	Advanced skills and techniques in producing vegetable and vegetarian dishes	Individual practical tasks and a synoptic assignment.	
854	Advanced skills and techniques in producing meat dishes	Four underpinning knowledge short answer tests.	
855	Advanced skills and techniques in producing poultry and game dishes	Collectively the above practical assessments will cover all the activities in the outcomes and sample the underpinning knowledge to verify coverage of the units.	
856	Advanced skills and techniques in producing fish and shellfish dishes	These assessments are collectively certificated under unit number 7100-84-864 Externally set assessments, locally marked and externally verified.	
863	Food product development	The assignment covers the practical activities for all outcomes and will also sample underpinning knowledge to verify coverage of the unit. Externally set assessment, locally marked and externally verified.	

Time constraints

It is important to note that all assessments should be completed within a realistic time limit. Guidance on set time constraints for assessments is included within assignments (see Assessment pack). All assignments must be completed and assessed within the candidate's period of registration. Centres should advise candidates of any internal timescales for the completion and marking of individual assignments.

4.2 Assignments

The assignment tasks should be presented to candidates as required, and only when candidates are judged ready for assessment. Assessments are graded pass, merit or distinction and detailed marking and grading criteria are provided for each assignment. For candidates on the unit route, assignments 853 – 861 and 863 are graded pass/fail only. All assignments should be internally marked, graded, quality assured and a sample will be externally moderated.

Candidates who fail to complete a task may retake the task, but will only achieve a pass grade. The assignments are summative assessments and, other than to gain a pass, candidates may not retake tasks or assignments to improve grades. It is therefore essential that candidates only attempt the assignments when judged to be fully ready. Should assessors wish to prepare candidates for the assessments, they may devise their own assessments internally and provide feedback on these.

If a task needs to be repeated, assessors should allow seven days before repeating the task. If the failed task is built upon the results of a previous task, this may also need to be repeated.

4.3 Recognition of prior learning (RPL)

Recognition of Prior Learning (RPL) recognises the contribution a person's previous experience could contribute to a qualification.

RPL is allowed and is also sector specific.

5 Units

Availability of units

The units for this qualification follow.

They may also be obtained from the centre resources section of the City & Guilds website.

The learning outcomes and assessment criteria are also viewable on The Register of Regulated Qualifications www.register.ofqual.gov.uk

Structure of units

The units in this qualification are written in a standard format and comprise the following:

- City & Guilds reference number
- unit accreditation number
- title
- level
- credit value
- unit aim
- relationship to NOS, other qualifications and frameworks
- endorsement by a sector or other appropriate body
- information on assessment
- learning outcomes which are comprised of a number of assessment criteria
- notes for guidance.

Summary of units

City & Guilds unit number	Title	QCF unit number	Credits
Mandatory Units			
851	Supervisory skills in the hospitality industry	J/600/9151	8
302	The principles of food safety supervision for catering	K/502/3775	3
852	Practical gastronomy	L/600/9152	11
853	Advanced skills and techniques in producing vegetable and vegetarian dishes	R/600/9153	9
854	Advanced skills and techniques in producing meat dishes	D/600/9155	17
855	Advanced skills and techniques in producing poultry and game dishes	H/600/9156	14
Elective units			
863	Food product development	M/501/2132	8

Unit 851 Supervisory skills in the hospitality industry

Level: 3
Credit value: 8
NDAQ number: J/600/9151

Unit aim

The aim of this unit is to enable the candidate to develop the necessary knowledge and understanding of how to supervise, lead and train in order to develop good teamwork in a professional kitchen. The unit is theoretically based and looks at developing an understanding of the range of tasks required in a supervisory role, the purpose of supervision and the characteristics of leadership.

Learning outcomes

There are **two** outcomes to this unit. The candidate will:

- 1 Be able to apply and monitor good health and safety practices
- 2 Be able to explain how to apply staff supervisory skills within a small team

Guided learning hours

It is recommended that **30** hours should be allocated for this unit, although patterns of delivery are likely to vary.

Outcome 1: 15 hours
Outcome 2: 15 hours

Details of the relationship between the unit and relevant national standards

This unit is linked to the

- N/SVQ in Hospitality Supervision and Leadership (NVQ): HSL1, HSL2, HSL8, HSL25, HSL7, HSL10, HSL11, HSL17, HSL20, HSL21, HSL22, HSL4
- N/SVQ in Professional Cookery: 2GEN3

Support of the unit by a sector or other appropriate body

This unit is endorsed by People1st

Assessment

This unit will be assessed by:

- an assignment covering practical skills and underpinning knowledge.

Practical activities

These are listed under each outcome in the next section under the heading 'Practical Skills'. The assessment takes the form of a set assignment of the candidate's involvement in a range of practical centred activities. The assignment will also sample the candidates underpinning knowledge to verify coverage of the unit.

The method of assessment is designed to enable the candidates to produce the evidence to meet the requirements of the outcomes. The time required for candidates to meet the outcomes of the unit will vary according to their abilities, motivation, prior experience and access to learning resources. It is essential that candidates are given access to working practice in industry wherever possible and any such access must be in compliance with the relevant health, hygiene, safety and company regulations.

Unit 851 Supervisory skills in the hospitality industry

Outcome 1 Be able to apply and monitor good health and safety practices

Practical skills

The learner can:

- 1 Source support to meet health and safety legislative requirements
- 2 Conduct self in the workplace to meet relevant health and safety **requirements**
- 3 Carry out risk assessments
- 4 Record and store relevant information
- 5 Implement and monitor **health and safety policies and procedures**

Underpinning knowledge

The learner can:

- 1 Identify the **requirements of health and safety legislation** in relation to the professional kitchen
- 2 Explain how **organisations ensure compliance** with legislation
- 3 Explain the **responsibilities of supervisors** in relation to health and safety
- 4 Identify **sources** of support in meeting health and safety requirements
- 5 Explain the importance of carrying out risk assessments
- 6 Describe the **process** of carrying out a risk assessment
- 7 Explain the **purpose of recording and reporting procedures**

Range

Requirements

Legislative (health and safety at work act, manual handling policy, good practice)

Ensure

Through induction, training, mentoring, monitoring, observation and feedback

Health and safety policies and procedures

On record keeping and reporting, due diligence, first aid, accident, RIDDOR, use of PPE, security, evacuation procedures

Requirements of health and safety legislation

See HSE catering information leaflet <http://www.hse.gov.uk/pubns/cais11.pdf>

Organisations ensure compliance

Through the production and application of organisational policies and practices, provision of training, delegation/sharing of levels of responsibility to managers, supervisors, employees

Unit 851

Supervisory skills in the hospitality industry

Outcome 1

Be able to apply and monitor good health and safety practices

Responsibilities of supervisors

To identify training needs, carry out training (initial and on going), provide on the job observation and feedback, monitoring, recording and reporting, ensuring compliance with policies, ensuring compliance with current legislation, carry out risk assessments, understand and educate in the specific health and safety hazards, risks and preventative measures in the catering environment, ensure the health and welfare of staff.

Sources

HSE, 'Safer food better business', environmental health officers, fire safety officers, equipment and product manufacturers, publications

Process

See <http://www.hse.gov.uk/pubns/indg163.pdf>

Purpose of recording and reporting procedures

To identify potential hazards, estimate risk, to support the design of policies and procedures, as preventative measures, as a measure of safety of the environment

Unit 851

Supervisory skills in the hospitality industry

Outcome 2

Be able to explain how to apply staff supervisory skills within a small team

Practical skills

The learner can:

1. Carry out a staff training needs analysis to meet health and safety requirements
2. Produce effective training materials

Underpinning knowledge

The learner can:

3. Describe the range of **supervisory tasks** within the hospitality industry
4. Describe the **purpose of supervision**
5. Describe **characteristics of leadership**
6. Identify **leadership styles** suitable for different **situations**
7. Describe the benefits of **team development**
8. Identify the **characteristics of a good team**
9. Identify **training requirements** common within the hospitality industry
10. Explain **different methods of training**

Range/Scope/Unit content

Supervisory tasks

Planning, setting/communicating targets (quality/time) developing work schedules, monitoring quality of products, ensuring production/service meets time/customer requirements, monitoring behaviour, problem solving, team development, identifying training requirements (to the level of leading a small team or sub section of the kitchen, and would train people in the preparation of dishes and everyday tasks to meet the expectations of the head chef)

Purpose of supervision

Ensuring: everything gets done, customer requirements are met, targets are met, business runs efficiently, environment is safe, environment/work is valued by employees, legislative requirements are met

Characteristics of leadership

Influencing in order to meet group goals, effective communicator, building trust (gaining/earning respect, listening, confidentiality, approachable), setting a good example, proactive in identifying and dealing with problems to prevent conflict/unrest

Leadership styles

Autocratic/authoritarian, democratic/participative, laissez-faire/delegative

Situations

Under tight time constraints/crisis management, during coaching/with staff with developing skills, with staff with highly developed skills, with different personalities

Team development

Maximising effectiveness of individuals and team, ensuring effective team work, contributing to the cost effectiveness of the business, improving self esteem/motivation of individuals and team

Unit 851

Supervisory skills in the hospitality industry

Outcome 2

Be able to explain how to apply staff supervisory skills within a small team

Characteristics of a good team

Clear, appropriate and open communication channels, mix of appropriate skills, clear understanding of individual and team goals/responsibilities, mutual support/trust/respect, appreciation of each other's skills, achieving goals, striving to improve as a team

Training requirements

Of self and team members, practical skills, communication skills, team working, workplace behaviour, legislative requirements (eg health and safety, food hygiene)

Different methods of training

Shadowing, coaching/demonstration, mentoring, CPD (eg seminars, reading, research, networking, stage/work experience), training courses, qualifications

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Unit 302

The principles of food safety supervision for catering

Level: 3

Credit value: 3

NDAQ number: K/502/3775

Unit aim

The aim of the unit is to ensure that candidates are trained in accordance with regulation (EC) no 853/2004 of the European Parliament and of the council of 29 April 2004. These regulations require food businesses to develop and implement food safety management systems that are based on HACCP principles. The unit will ensure that supervisors or prospective supervisors receive training in food safety management and the development and implementation of food safety management procedures that is commensurate with their responsibilities.

Learning outcomes

There are **four** learning outcomes to this unit. The candidate will:

1. Understand the role of the supervisor in ensuring compliance with food safety legislation
2. Understand the application and monitoring of good hygiene practice
3. Understand how to implement food safety management procedures
4. Understand the role of the supervisor in staff training.

Guided learning hours

It is recommended that **25** hours should be allocated for this unit. This may be on a full-time or part-time basis.

Details of the relationship between the unit and relevant national occupational standards

The qualification is mapped to the following NOS:

- N/SVQ in Professional Cookery: 2GEN3

Endorsement of the unit by a sector or other appropriate body

This unit is endorsed by People1st SSC and the FSA.

Assessment

This unit will be assessed by:

- a written test covering underpinning knowledge.

Unit 302 **The principles of food safety supervision for catering**

Outcome 1 Understand the role of the supervisor in ensuring compliance with food safety legislation

Assessment criteria

Underpinning knowledge

The learner can:

1. summarise the **importance of food safety management procedures**
2. explain the **responsibilities** of employers and employees in respect of food safety legislation and **procedures for compliance**
3. outline **how the legislation is enforced**.

Range

Importance

To ensure safe delivery, storage, preparation, cooking and service of food, compliance with legal requirements, to avoid causing harm, to avoid legal action from government agencies, to avoid civil action (both personal and against the business), to demonstrate due diligence

Food safety management procedures

HACCP (hazard analysis and critical control points): ranging of HACCP, identification monitoring and assessment of critical control points, implementation of HACCP, corrective action, verification, documentation, ongoing review

Monitoring and reporting procedures, pest control, swabbing, supervision, instruction and training, cleaning, waste disposal, maintenance of equipment and building infrastructure

SFBB (Safer Food, Better Business)

Responsibilities

Employers – registering the food business (premises and vehicles), ensure appropriate licences are in place, requirement for at least one employer to be trained in HACCP, ensure training is provided commensurate with employees' level of responsibility, to ensure policies and procedures are in place for training, recruitment and day-to-day staffing levels, supervision, implementation of food safety management procedures, supply of appropriate sanitary accommodation, potable water supply, adequate washing facilities, equipment, materials and PPE (personal protective equipment), record keeping and accident reporting, compliance with EHOs (environmental health officers)/EHPs (environmental health practitioners), provide sufficient ventilation

Employees – to comply with the law, to follow instructions and comply with employer's processes/procedures, to attend instruction/training/supervision, good personal hygiene, reporting of illness, reporting of errors/omissions in employer processes/procedures (eg hand washing facilities, kitchen and cleaning equipment such as fridges, infrastructure faults, deliveries)

Procedures for compliance

Ranging and implementation of HACCP (7 principles of HACCP)

Written documentation (eg on recruitment, instruction/supervision/training, guidance on working practices, reporting procedures)

Record keeping (eg temperature control, delivery records, sickness records, supplier records)

Ensure reputable suppliers are in place

How the legislation is enforced

Through the Food Safety Act 1990, the Food Safety (England, Scotland, Wales, Northern Ireland) Regulations 2006, enforcement visits (eg by EHOs/EHPs), enforcement notices (hygiene improvement notice, hygiene prohibition order, hygiene emergency prohibition notice), through the civil and criminal courts, in addition the employer enforces legislation through appropriate practices, procedures and training

Unit 302

The principles of food safety supervision for catering

Outcome 2

Understand the application and monitoring of good hygiene practice

Assessment criteria

Underpinning knowledge

The learner can:

- 1 explain the **importance of**, and **methods for**, temperature control
- 2 explain **procedures to control contamination and cross-contamination**
- 3 justify the **importance of high standards of personal hygiene**
- 4 explain **procedures for cleaning, disinfection and waste disposal**
- 5 outline **requirements relating to the design** of food premises and equipment
- 6 describe the **importance of**, and **methods for**, **pest control**.

Range

Importance of temperature control

To prevent, or reduce to an acceptable level, bacterial multiplication; to prevent outbreaks of food poisoning; to meet due diligence criteria; EHO requirements; to keep food safe; to comply with legislation; to control wastage

Methods for temperature control

Temperature logs; use of fridges (under 8 C core), freezers (under -18 C) and serving cabinets, ovens, chiller cabinets, hot cupboards/bains marie (above 63 C), other methods of holding hot food for service (eg Norwegian flasks), thawing cabinets, blast chiller; in order to prevent optimum bacterial growth in food heat/chill food through danger zone as quickly as possible (5C – 63C); calibrated, sanitized temperature probes, temperature management systems (computerised/automated systems); visual checks/control systems, manual control systems; food to be chilled below 8C within 90 minutes of cooking, eg by breaking down into smaller portions; cook chill; effective servicing contracts; use of appropriate vehicles for transporting food

Procedures to control contamination and cross-contamination

COSHH; effective cleaning procedures which are monitored and reviewed regularly; correct use of cleaning products; colour coding (eg of utensils, chopping boards, cleaning equipment); regular microbial swabbing of food preparation areas; clear separation between low and high risk areas; good visibility; pest control; work surfaces which are smooth, impervious, non-tainting, easily cleaned, no crevasses, resistant to corrosion, fit for purpose (eg for commercial use); equipment which is easy to take apart, in good state of repair, installed as to allow adequate cleaning of surrounding areas, easily cleaned, impervious, non-tainting, resistant to corrosion, fit for purpose; personal hygiene procedures (hand washing); correct use of protective clothing; visitors' policy; use of separate sinks for food/washing food equipment/hand washing; use of sterilising sinks; correct storage of equipment; internal/external waste/food disposal procedures

Importance of high standards of personal hygiene

Prevention of the transmission of pathogenic bacteria (in particular staphylococcus aureus) /objectionable matter from an individual into the food chain, routes and vehicles to avoid cross-contamination; convalescent and healthy carriers; consideration to co-workers; tainting/spoilage of food

Procedures for cleaning, disinfection and waste disposal

Cleaning and disinfection – ensuring equipment is disconnected from power before cleaning; clean as you go, traditional stages of cleaning (pre-clean, main clean, rinse, disinfect, rinse, dry), 'clean, rinse, sanitise' method; double-sink washing up, pre-clean, main clean using detergent, second sink to disinfect using water above 82C; cleaning in place; consideration of procedures from delivery of food to service point; correct clearance of areas for cleaning (to avoid chemical contamination, over-spray); correct dilution of chemicals, correct equipment (single use cloths, colour coding); COSHH, lockable storage away from foods (restricted access), storage in original containers, dilution, mixing of chemicals, manufacturers' instructions, PPE, appropriate cleaning and disposal of chemical spillages, safety data sheets; use of mechanical equipment

Waste disposal – regular disposal, no over-night storage, use of bin bags, waste containers kept clean and in good condition, kept on hard surfaces, easy access for collection, clean as you go, separating food and general waste eg glass policy, external waste storage (covered waste container, impervious surface, away from direct sunlight/rain, kept clean and tidy to avoid odours and so as not to attract pests, availability of hoses), recyclables; waste collection of food waste (liquid food waste, oil, grease traps)

Requirements relating to the design

Food premises – designed to make good food hygiene practicable, relating to walls, floors, ceilings, windows, doors, lighting, design of waste areas, work flow (separation between high and low risk areas, good visibility), ventilation, design of building infrastructure/work areas (eg for pest control, storage, surfaces), washing facilities (hand washing basins, toilets), staff areas (changing, shower area as necessary), services (gas, electricity, water, drainage, sanitation)

Equipment – easy to take apart, in good state of repair, installed as to allow adequate cleaning of surrounding areas, easily cleaned, impervious, non-tainting, resistant to corrosion, fit for purpose (eg for commercial use), suitable work surfaces (eg smooth, no crevasses)

Importance of, and methods for, pest control

Pest – rodents, cockroaches, insects, stored products insects, domestic pets, birds, wild cats

Importance of – legislative requirements, to avoid contamination (pathogenic bacteria, spoilage bacteria), to avoid spread of disease, loss of reputation and profit, to prevent drop in staff morale, to avoid damage, wastage of food

Methods for – written policy for pest control; engagement of a pest control contractor; path around food business buildings for ease of detection; traps, poisons, rodenticides, pesticides; netting, fly traps, electronic fly killers; clean as you go

Unit 302

The principles of food safety supervision for catering

Outcome 3

Understand how to implement food safety management procedures

Assessment criteria

Underpinning knowledge

The learner can:

- 1 describe the **importance** to food safety of microbial, chemical, physical and allergenic hazards
- 2 describe **methods and procedures for controlling food safety** to include **critical control points, critical limits** and **corrective actions**
- 3 explain the **requirements** for monitoring and recording food safety procedures
- 4 describe **methods** for, and the **importance of**, evaluating food safety controls and procedures.

Range

Importance

Microbial – typical hazards FBIs and FPs (salmonella, campylobacter, e coli, e coli 0157VTEC, etc), danger zone, vegetative reproduction, binary fission, bacterial growth line (lag, log, stationary, decline), common symptoms (diarrhoea, vomiting, stomach ache etc), bacterial cell make-up (endotoxins, exotoxins, entotoxins, etc), four elements of growth (food, water, time, warmth), psychotrophic, mesophilic, thermophilic,

Chemical – typical hazards (cleaning chemicals, veterinary residue, farming chemicals), overspray, common symptoms (eyes, nose, throat, skin irritation, sickness, vomiting)

Physical – typical hazards (broken machinery, packaging material, plants, string, pests and insects etc), common symptoms (choking, broken teeth, vomiting, etc)

Allergenic – typical hazards (nuts, flour, dairy products, shellfish, wheat, fungi, etc), common symptoms (anaphylactic shock, asthma-like symptoms, difficulty in breathing, swollen lips etc)

Methods and procedures for controlling food safety

Delivery – correct vehicle (fit for purpose, temperature, cleanliness, personal hygiene of the driver)

Storage – correct storage conditions (temperature control, dry stores, COSHH), time limits on temperature control deliveries (food stored within 15 minutes from delivery), FIFO, conditions of storage facilities (infrastructure, seals, shelving, maintenance, etc), drip and cross-contamination

Preparation – correct defrosting, food not prepared too far in advance, temperature control (before, during, after preparation), cross-contamination (vehicles and routes), over-handling, personal hygiene (hand-washing, PPE, jewellery, etc), see also CCPs

Cooking – correct temperatures, methods and time, physical inspections, use of appropriate equipment (probes and wipes), drip and cross-contamination, see also CCPs

Chilling – correct times, temperatures, methods, cross-contamination, equipment

Holding - correct times, temperatures, methods (cold and hot food holding), use of baine maries, equipment, correct disposal

Re-heating - correct times, temperatures, methods, equipment (probes and wipes)

Cleaning – in all the above: effective, monitored cleaning must be in place using correct chemicals and equipment for specific jobs

Critical Control Points, Critical Limits and Corrective Actions

CCPs – the point at which it is critical for an intervention to be taken by the food handler in order to maintain food safety

CLs – the maximum acceptable limits set by management within the HACCP analysis for the safe production of food

CAs – the actions that must be taken by the food handler where a CCP is identified to insure the safe production of food; these actions must form part of the management HCAAP plan and must be regularly reviewed and amended if required

Requirements

2006 Food Safety Regulations make it a legal requirement for records to be kept. Traceability of food (farm to fork), choice of suppliers (supplier audits), delivery records, HACCP (implement the seven steps of HACCP and record all necessary documentation), temperature control records (including storage, cooking, reheating and holding), staff (training, sickness, pre and post employment records), cleaning records and schedules, monitoring of cleaning records and schedules, recommended sample keeping, visitors' records/policy, pest control, maintenance records, waste management policy (including disposal of glass), ensure due diligence is maintained

Methods

Internal/external audits, management reviews, supervisory spot checks (including swabbing of equipment and food handlers), advisory visits by regulatory bodies, staff consultation, supervisors' handover book

Importance

The importance of regular reviews and monitoring of all food safety management systems and records is to ensure the continued safe storage, production and delivery of all foodstuffs. Records of review findings and corrective actions taken must also be recorded.

Unit 302 **The principles of food safety supervision for catering**

Outcome 4 Understand the role of the supervisor in staff training

Assessment criteria

Underpinning knowledge

The learner can:

- 1 explain the **requirements** for induction and on-going training of staff
- 2 explain the **importance** of effective communication of food safety procedures.

Range

Requirements

2006 Food Safety Regulations require that: the proprietor of a food business shall ensure all persons employed within a food business shall be supervised, instructed and/or trained in food hygiene matters commensurate with their work activities. Further obligations under these regulations are placed upon management in relation to training for HACPP.

Induction – benefits (quickly integrates new employees into the business, goes towards proving due diligence on the part of the employer, allows new employees to become aware of basic food hygiene matters), records of induction to be kept

On-going training – supervisors must observe employees and carry out spot checks to ensure company standards and legal requirements are being maintained. Discrepancies observed and/or identified must be recorded and have corrective action taken (staff may need to be placed of refresher food safety courses or retrained in company procedures)

Importance

In defence of due diligence (including HACCP), staff are aware of legal requirements, company policies and procedures, risks can be eliminated or reduced to an acceptable level, staff awareness/ability is raised, reduction of possible FBIs and FP outbreaks, to encourage good working relationships

Unit 302 The principles of food safety supervision for catering

Notes for guidance

The delivery of this unit should focus on current thinking with regards to food safety and the legal responsibilities of both the employer and employees in relation to food safety in the workplace. Candidates need to have a broad understanding of the requirements of the Food Safety Act 1990 and the Food Hygiene Regulations 2006.

In order to ensure that course content remains current it is essential that the qualification is delivered by subject specific tutors/trainers with up to date knowledge and who maintain continuous professional development (CPD).

It is recommended that tutors/trainers cover outcome three early in the course delivery in order to provide candidates with relevant background information relating directly to the workplace. This would make the remaining course content more structured for candidates.

The range statements are not an exhaustive list and the tutor/trainer should endeavour at all times to provide training related to the working practices and environments of the candidates. It would be beneficial throughout this qualification if tutors/ trainers provide examples from the catering industry as a whole as they will potentially have a mixed group of candidates covering a broad range of establishments from the industry.

Whilst this qualification is knowledge based, tutors should encourage candidates to reinforce their learning in the workplace. To underpin delivery it is strongly recommended that, wherever possible candidates who are not working in the industry are given access to real working practice in the catering and hospitality industry.

There are a variety of resources available to support delivery of this unit and it would be impossible to create a definitive list. Tutors should use those they feel most comfortable with, however in this fast moving industry it is imperative to ensure that the latest edition of any resource is utilised.

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Level: 3

Credit value: 11

NDAQ number: L/600/9152

Unit Aim

The aim of this unit is to enable the candidate to develop the necessary knowledge and understanding of the principles of the dining experience. It covers the influences of the impact of gastronomy including cultural, religious, geographic location, transportation of commodities, science and technology. Candidates will also investigate suppliers of produce, and understand the benefits of sourcing food locally where possible. The candidate will need to evaluate the factors that contribute to a dining experience and how customer needs differ.

Learning outcomes

There is **two** outcome to this unit. The candidate will:

- 1 Be able to explain the influences on eating and drinking cultures
- 2 Be able to investigate the supply and use of commodities

Guided learning hours

It is recommended that 60 hours should be allocated for this unit.

Outcome 1: 30 hours

Outcome 2: 30 hours

Details of the relationship between the unit and relevant national standards

This unit is linked to the:

- N/SVQ in Hospitality Supervision and Leadership: HSL6, HSL9, HSL27, HSL3

Assessment

The outcomes for this unit will be assessed on the basis of evidence produced as a result of:

- an assignment covering practical skills and underpinning knowledge

Practical activities

These are listed under each outcome in the next section under the heading 'Practical Skills'. The assessment takes the form of a set assignment of the candidate's involvement in a range of practical centred activities. The assignment will also sample the candidates underpinning knowledge to verify coverage of the unit.

The method of assessment is designed to enable the candidates to produce the evidence to meet the requirements of the outcomes. The time required for candidates to meet the outcomes of the unit will vary according to their abilities, motivation, prior experience and access to learning resources. It is essential that candidates are given access to working practice in industry wherever possible and any such access must be in compliance with the relevant health, hygiene, safety and company regulations.

Unit 852

Practical Gastronomy

Outcome 1

Be able to explore the influences on eating and drinking cultures from the chefs perspective

Practical skills

The learner can:

- 1 Analyse and evaluate **dining experiences**

Underpinning knowledge

The learner can:

- 1 Give a definition of the term **gastronomy**
- 2 Identify the **factors** that make a good dining experience
- 3 Identify different **meal types** and **dining experiences**
- 4 Explain the **relationship** between customer needs and different types of dining experience
- 5 Identify the types of **beverages** that complement different foods
- 6 Explain the influences of different **cultures/religions** on eating and drinking
- 7 Explain how **science and technology** have affected eating and drinking
- 8 Explain the influence **changes in lifestyles** have had on eating and drinking
- 9 Describe the influence of the **media** on eating and drinking
- 10 Describe the contributions of **individuals** who have made significant impact on professional cookery

Range

Gastronomy

The influences on eating and drinking, the relationship between culture and food, art and/or science of eating and drinking

Factors

Setting, ambience, menu, food, drink, food service, wine service, style (design), reception, technical ability and awareness, execution, perceived value

Meal types

Breakfast, lunch, afternoon tea, dinner

Dining experiences

Fine dining, pub restaurants, traditional pubs, bistros, brasseries, chains, themes, ethnic, fast food, take away, institutional

Relationship

Value and worth, hierarchy of need, perceptions and expectations, reputation, consistency, standardisation (maintaining)

Beverages

Alcoholic/non-alcoholic

Science and technology

Shorter ripening times, reduction of fat content in livestock, increased resistance to pests/disease, increased use of fertilisers, increased yields, increased shelf life, GM foods, irradiated foods, intensive farming, ready meals (for individuals/commercial businesses)

Cultures/religions

Related skills/methods/foods: British, French, Italian, Indian, Chinese, pan Asian, Middle Eastern, South American, USA, Eastern European, etc

Taboo foods (pork, beef, shellfish, alcohol), methods of preparation of commodities (halal, kosher), religious meaning/importance of different foods, different etiquettes of eating and drinking

Changes in lifestyles

Increase consumption of ready meals, takeaway, supermarket shopping, healthy eating initiatives, organic food, vegetarianism, tourism, fashions/fads, increase in eating out, availability and appreciation of fine foods, income/economy

Media

Television, radio, books, magazines, newspapers, internet

Individuals

Chefs, food writers, restaurateurs

Unit 852

Practical Gastronomy

Outcome 2

Be able to investigate the supply and use of commodities

Practical skills

The learner can:

- 1 Investigate the supply of commodities

Underpinning knowledge

The learner can:

- 1 Explain the **considerations** to take into account when choosing suppliers
- 2 Describe the effect **geography** has on local produce
- 3 Explain the impact that the development of **transport/transportation** has had on food

Range

Geography

Climate, soil, lakes, river, sea, terrain

Transport/transportation

Different types of transportation, different ways of transportation, availability of commodities

Considerations

Quality/flavour of produce, cost-effectiveness, terms of supply, supply meets demand, hygiene, HACCP, reputation, reliability, ethical considerations (production methods, food miles, sustainability, fair-trade) appropriateness for purpose, impact (economy, environment, quality), opportunities (seasonality, flavour, quality, marketing potential)

Unit 852 Practical Gastronomy

Notes for guidance

This unit is about the 'whole meal' experience including dining, and it is likely that candidates will have a variety of experiences. Candidates are encouraged to visit different dining establishments offering different sorts of cuisine. This will enable the candidate to gain an appreciation of the relationship between food and different cultures and help them appreciate the different styles of service and the relationships between customer expectations and value for money.

Encouraging candidates to eat out and view food from a customer's prospective would also be beneficial and it may be possible for candidates to eat in different types of establishments and share those experiences almost like a mystery diner experience with set evaluation criteria so the group could present to each other their experience in a presentation situation.

Some of the delivery is best delivered in practical context where candidates could prepare and cook dishes from other cultures and experiment with fusion style cookery; taste different types of commodities and test different meal types.

Some of the delivery should be classroom based where the knowledge requirements demand this approach, for example on the subjects of:

- Geography in relationship to not only such topics as climate but also religious and cultural influences,
- Transportation of food and the impact that this has upon the availability of food items,
- Science and technologies' influence on the quality of commodities and trends in the current climate, for example the increase in popularity of mutton since the outbreak of Foot and Mouth a few years ago and the campaign that followed.
- Changes to people's lifestyle and how this has affected people eating habits as well as their expectation about the type of food they want to eat and the variety of food available.

On the delivery of the beverage aspect of the unit, guest speakers (for example on speciality teas, coffee drinks, chocolate) are encouraged. For alcoholic drinks learners will need to have a broad understanding of wines and spirits as well as mixtures for example cocktails and the ingredients used to produce these drinks. The candidates will need to gain an appreciation of presentation of different drinks including accompaniments, glasses and mixing techniques.

With ever increasing customer expectations and media coverage of the food chain, the purchasing of commodities and their importance not only to the finished dish and cost but also to the customers has never been greater. It is important that Chefs have an appreciation of the commodities used and the link between the food item the environment and the customer.

Guest speakers from local employers and visits to local restaurants, hotels and conferences should be encouraged to ensure teaching and learning is contemporary with industrial trends.

Practical tasks could be used to consider the quality and flavour of food particularly speciality produce. Theory lessons should include the economical aspects of food transportation and the impact that this has again upon the environment and quality of food.

If candidates visit different establishments with careful planning it would be logical for them to consider, review and evaluate prices charged to the customers, willingness to pay when they are confident of food sources and any impact that this has on price and quality.

The internet provides a good source of study for candidates on different types of commodities and the premium paid for speciality produce. It will also provide a potential useful source of identifying produce and enable them to consider the benefits of purchasing locally and the impacts that this has upon the economy, environment, quality, menu selection and the opportunities that this presents to establishments.

It is essential that the delivery of this unit is not solely designed to equip candidates to successfully complete the external assessment. The teaching must encompass wider learning opportunities demonstrating depth, coherence and highlighting valid conclusions.

Unit 853

Advanced skills and techniques in producing vegetable and vegetarian dishes

Level: 3

Credit value: 9

NDAQ number: R/600/9153

Unit aim

The aim of this unit is to enable the candidate to develop the necessary advanced skills knowledge and understanding of the principles in preparing and cooking vegetables to dish specifications. The emphasis in this unit is to develop precision, speed and control in existing skills and develop more refined and advanced techniques. Candidates will also be expected to apply the working methods they have learnt in Unit 302 The principles of food safety supervision for catering.

Learning outcomes

There is **one** outcome to this unit. The candidate will:

- 1 Be able to produce starter and main course dishes

Guided learning hours

It is recommended that 90 hours should be allocated for this unit.

Details of the relationship between the unit and relevant national occupational standards

This unit is linked to the following qualifications:

- N/SVQ in Professional Cookery: 3FC6/10
- N/SVQ in Hospitality Supervision and Leadership (NVQ): HSL30, HSL4

Support of the unit by a sector or other appropriate body

This unit is endorsed by People 1st

Assessment

This unit will be assessed by:

- an assignment covering practical skills and underpinning knowledge

Practical activities

These are listed under each outcome in the next section under the heading 'Practical Skills'. The assessment takes the form of a set assignment of the candidate's involvement in a range of practical centred activities. The assignment will also sample the candidates underpinning knowledge to verify coverage of the unit.

The method of assessment is designed to enable the candidates to produce the evidence to meet the requirements of the outcomes. The time required for candidates to meet the outcomes of the unit will vary according to their abilities, motivation, prior experience and access to learning resources. It is essential that candidates are given access to working practice in industry wherever possible and any such access must be in compliance with the relevant health, hygiene, safety and company regulations.

Unit 853 **Advanced skills and techniques in producing vegetable and vegetarian dishes**

Outcome 1 Be able to produce starter and main course dishes

Practical skills

The learner can:

- 1 Demonstrate **professional practices**
- 2 Produce **vegetable and vegetarian dishes** to **dish specifications** using **advanced skills and techniques**
- 3 Finish **vegetable** and **vegetarian dishes** using **advanced skills**
- 4 Present dishes to meet **styles** of service
- 5 **Evaluate** finished dishes
- 6 Implement correct **storage procedures**

Underpinning knowledge

The learner can:

- 1 Identify **commodities** suitable for vegetarian/vegan dishes
- 2 Describe **advanced techniques** for preparing/cooking vegetables
- 3 State **factors** affecting the **composition** of vegetables
- 4 Describe how the **composition** of different vegetables **influences** the choice of cooking method
- 5 Explain the **effect of cooking methods** on vegetables
- 6 Describe the **cooking requirements** for different vegetables
- 7 Identify **relevant sauces and dressings** to serve with advanced vegetable products
- 8 Identify the **quality points** for a range of vegetable dishes
- 9 Describe how to control time, temperature and environment to achieve desired outcome in vegetable dishes

Range

Professional practices

Appearance, health and safety, working to set timescales adjusting as necessary

Advanced skills

Use tools and equipment with precision and speed, refinement of techniques

Advanced techniques

Turning, shaping, carving, marinading, smoking, extensions of pickling, sous vide, preparing globe artichokes, acidulated cooking liquids (artichokes, salsify), étuve (eg white/red cabbage, peas), drying (tomato, vegetable crisps)

Unit 853

Advanced skills and techniques in producing vegetable and vegetarian dishes

Outcome 1

Be able to produce starter and main course dishes

Dish specifications

Inc portion control, yield, garnishes, produce and use fillings/refined sauces/dressings/soups (inc foam/emulsion, dressings/herb oils, flavourings, reductions, sabayon based sauces, salsas, coulis, starch thickened)

Vegetable/vegetarian dishes

For example galette, soufflé, mousseline, royale, terrine, fritters, tatin, subrics, koftas, strudles, pies, gougère (filled choux ring), crepes, roulade, falafel, accompagniments/garnishes

Styles

Plated, silver, family service, buffet, style of establishment

Evaluate

Measure and compare against quality standards

Commodities

Nuts, rice, pulses, root, tuber, bulb, leaf and brassica, seed, vegetable fruits, stem and shoot/sprouting, fungi, flower, squash, vegetable protein, mycoprotein, seaweed/sea vegetables, exotic/uncommon (bok/pak choi), specialist fungi (eg morel, trompette, chanterelle, enoki, cepes, porcini, black and white truffles), artichokes (globe, Jerusalem), salsify, okra, water chestnuts, bamboo shoots, fennel, white asparagus, kohlrabi, durian

Storage procedures

Temperature controlled, freezing (conventional and blast), date, labelling, covered, position, stock rotation, vacuum packing, bottling

Factors

Origin, terrain, climate, season, variety, age, size, length of storage

Composition

Texture, water content, tissue structure, colour

Influences

Choice of cooking method, saucing, choice of dish

Effect of cooking methods

On nutritional value, structure

Unit 853

Advanced skills and techniques in producing vegetable and vegetarian dishes

Outcome 1

Be able to produce starter and main course dishes

Cooking requirements

Degree of cooking (time, temperature), wet/dry method of cooking, additional flavours/seasoning, basting

Relevant sauces and dressings

Starch based, reduction based, butter thickened, foam, emulsion, herb oils, salsas

Quality points

Degree of cooking, appearance, flavour, aroma, texture, temperature

Unit 853 Advanced skills and techniques in producing vegetable and vegetarian dishes

Notes for guidance

These skills and knowledge in unit 853 can be applied and demonstrated whilst achieving other craft units, as vegetables naturally form garnishes and accompaniments for many other dishes.

It is likely that at level 2, candidates will have developed good skills in the preparation and cookery of vegetables but at this level the skills will be further developed and honed, in particular knife skills and techniques to prepare vegetables and garnishes and use of more varied commodities and combinations of ingredients.

Unit 853 is a practical unit covering both advanced vegetable preparation and vegetarian dishes. Although primarily a practical unit, the theory of origin, use, quality, selection of commodities will need to be explained and underpin the candidates' knowledge in practical sessions. Some of the theory work on origins may have been covered in other units, for example unit 303 looked at sourcing, quality and customer requirements/expectations based upon price and quality.

The vegetarian aspect of this unit should form a considerable part of the unit and the candidate will need to understand the different types of vegetarians and their specific needs and could experiment with alternative ingredients when working on unit 853.

The internet, television, cookery books and guest speakers will all provide the candidate with ideas and inspiration. The vegetarian society along with other organisations will provide a wealth of information. Candidates should consider the quality of organic products, fair trade etc and this may also could be covered in unit 303.

The range is varied and candidates should be encouraged to produce dishes that show skills imagination and flair. The range provides examples of the sorts of dishes that could be prepared all range items should be addressed either as a practical skill or in theory sessions.

Practical work experience will be of benefit for candidates to demonstrate their abilities in a real life environment and build their confidence and pace. Work placements should be encouraged in local restaurants, cafes, pubs and hotels. Equally guest speakers from local employers and visits to local restaurants, hotels and conferences should be encouraged to ensure teaching and learning is contemporary with industrial trends.

It is essential that the delivery of this unit is not solely designed to equip candidates to successfully complete the external assessment. The teaching must encompass wider learning opportunities demonstrating depth, coherence and highlighting valid conclusions.

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Unit 854

Advanced skills and techniques in producing meat dishes

Level: 3

Credit value: 17

NDAQ number: D/600/9155

Unit aim

The aim of this unit is to enable the candidate to develop the necessary advanced skills knowledge and understanding of the principles in preparing and cooking meat to dish specifications. The emphasis in this unit is to develop precision, speed and control in existing skills and develop more refined and advanced techniques. Candidates will also be expected to apply the working methods they have learnt in Unit 302 The principles of supervising food safety for catering.

Learning outcomes

There are **two** outcomes to this unit. The candidate will:

- 1 Be able to prepare meat, cuts, joints and associated products
- 2 Be able to produce meat dishes, associated products and garnishes

Guided learning hours

It is recommended that 140 hours should be allocated for this unit.

Outcome 1: 60 hours

Outcome 2: 80 hours

Details of the relationship between the unit and relevant national standards

This unit is linked to the following qualifications:

- N/SVQ in Hospitality Supervision and Leadership: HSL30, HSL4
- N/SVQ in Professional Cookery: 3FP3/10, 3FC3/10

Support of the unit by a sector or other appropriate body

This unit is endorsed by People 1st

Assessment

This unit will be assessed by:

- an assignment covering practical skills and underpinning knowledge

Practical activities

These are listed under each outcome in the next section under the heading 'Practical Skills'. The assessment takes the form of a set assignment of the candidate's involvement in a range of practical centred activities. The assignment will also sample the candidates underpinning knowledge to verify coverage of the unit. The method of assessment is designed to enable the candidates to produce the evidence to meet the requirements of the outcomes. The time required for candidates to meet the outcomes of the unit will vary according to their abilities, motivation, prior experience and access to learning resources. It is essential that candidates are given access to working practice in industry wherever possible and any such access must be in compliance with the relevant health, hygiene, safety and company regulations.

Unit 854

Advanced skills and techniques in producing meat dishes

Outcome 1

Be able to prepare meat, cuts, joints and associated products

Practical

The learner can:

- 1 Demonstrate **professional practices**
- 2 Prepare **meat, cuts, joints** and associated products to **dish specifications** using **advanced skills and techniques**
- 3 Implement correct **storage procedures**

Underpinning knowledge

The learner can:

- 1 State **factors** affecting the **composition** of meat
- 2 Describe how the **composition** of different meats **influences** the choice of processes and preparation methods
- 3 Describe the range of products available after dissection of a carcass
- 4 Describe the **methods** in producing **fine and coarse forcemeats**
- 5 Compare the **effects** of different **preservation methods** for meat

Range

Professional practices

Appearance, health and safety, working to set timescales adjusting as necessary

Meat, cuts, joints

Lamb/mutton (eg saddle, shoulders, best end, loin, noisette, kidneys), pork/bacon (eg leg, loin, shoulder, chop, trotters), beef (eg sirloin, topside, shin, fillet steak, tongue), veal (eg cushion, saddle, mignon, cutlet, sweetbreads)

Dish specifications

Methodology, exact quantities, timings, presentation, portion control, yield

Advanced skills

Use tools and equipment with precision and speed, refinement of techniques

Advanced techniques

Larding, barding, tunnel boning, smoking, curing, drying, compressing and shaping techniques, substances used for tenderising, marinades, sous vide, mincing/blending and preparation of fine/coarse forcemeats (eg for quenelles, mousselines, pojariskis, terrines, pates, sausages)

Unit 854 Advanced skills and techniques in producing meat dishes

Outcome 1 Be able to prepare meat, cuts, joints and associated products

Storage procedures

Temperature, date, labelling, covered, position, stock rotation

Factors

Origin, breed, age, feed, cut, wellbeing (eg organic), slaughtering method, period of ageing

Composition

Texture, fat content, muscle development

Influences

Requirement for addition of fats (eg larding, barding), choice of tenderising methods, choice of preparation relating to dish requirements

Methods

Blending (manual/mechanical), accurate seasoning, fine sieve, ice/chill, addition of protein (eg egg white), incorporation of cream, testing (eg poach, fry)

Fine and coarse forcemeats

Terrines, pates, sausages

Effects

On texture, taste, suitability for use, nutritional value, shelf life, colour

Preservation methods

Smoking, curing, drying, pickling, salting, marinating, canning

Storing methods

Chilling, vacuum packing, freezing (conventional and blast)

Unit 854

Advanced skills and techniques in producing meat dishes

Outcome 2

Be able to produce meat dishes and associated products

Practical skills

The learner can:

- 1 Demonstrate **professional practices**
- 2 Produce **meat based dishes** to **dish specifications** using **advanced skills and techniques**
- 3 Finish **meat based dishes** using **advanced skills**
- 4 Present dishes to meet **styles** of service
- 5 **Evaluate** finished dishes
- 6 Implement correct storage procedures

Underpinning knowledge

The learner can:

- 1 Describe how the **composition** of different meats **influences** the choice of cooking method
- 2 Explain the **effects** that cooking methods have on fats, proteins and connective tissues within meat
- 3 Describe the **cooking requirements** for different **joints, cuts of meat and offal**
- 4 Identify **relevant sauces and dressings and finishes** for advanced meat products
- 5 Describe the **quality points** for a range of meat dishes and offal
- 6 Describe how to control time, temperature and environment to achieve desired outcome in meat dishes
- 7 Describe the skills required to check and finish the dish to specification

Range

Professional practices

Appearance, health and safety, working to set timescales adjusting as necessary

Meat based dishes

Meat dishes, associated products (eg sausages, terrines, pates), hot and cold canapés, soups

Dish specifications

Including portion control, yield, garnishes, produce and use refined (clarity, texture, depth of flavour, consistency, seasoning), sauces (foam/emulsion, gravies, jus), dressings (oils), flavourings (herbs, spices, wine), associated products, consistency, flavour, seasoning, temperature, carving

Unit 854

Advanced skills and techniques in producing meat dishes

Outcome 2

Be able to produce meat dishes and associated products

Advanced skills

Use tools and equipment with precision and speed, refinement of techniques

Advanced techniques

Sous vide cooking, preparing, cooking and finishing bone marrow, cooking and presenting sweetbreads, preparing and cooking Osso Bucco

Styles

Plated, silver, family service, gueridon/carving, style of establishment

Composition

Texture, fat content, muscle development, colour

Influences

Choice of cooking method, saucing, choice of dish

Effects

Melting/rendering, shrinkage/weight loss, tenderising, firming up, visual changes

Cooking requirements

Degree of cooking (time, temperature), wet/dry method of cooking, additional flavours/seasoning, basting

Joints, cuts of meat and offal

Lamb/mutton (eg saddle, shoulder, best end, noisette, kidneys), pork/bacon (eg leg, loin, shoulder, chop, trotters), beef (eg sirloin, topside, shin, fillet steak, tongue), veal (eg cushion, saddle, mignon, cutlet, sweetbreads)

Relevant sauces, dressings and finishes

Starch based, reduction based, monté au beurre, liaison finish, foam, emulsion, herb oils, salsas

Quality points

Tender, moist, sealed, degree of cooking, appearance, flavour, aroma, temperature

Unit 854 Advanced skills and techniques in producing meat dishes

Notes for guidance

This unit is a practical unit, although it is possible to cover each outcome separately, for example outcome 1 is a preparation outcome and may be able to be covered in a specific kitchen and larder session(s). Outcome 2 could be addressed through a mixture of taught practical sessions as well as during service in the college restaurant.

Within the theoretical aspects of this unit, there is a need for candidates to understand the commodities used and as with other units the candidate should have their knowledge of food but also flavours, cultural influences, texture, colours and combinations of ingredients developed. This could be done through tasting sessions in practical theoretical classes (demonstrations) as well as involvement in demonstration from suppliers of equipment and raw ingredients.

Unit 855

Advanced skills and techniques in producing poultry and game dishes

Level: 3

Credit value: 14

NDAQ number: H/600/9156

Unit aim

The aim of this unit is to enable the candidate to develop the necessary advanced skills knowledge and understanding of the principles in preparing and cooking poultry and game to dish specifications. The emphasis in this unit is to develop precision, speed and control in existing skills and develop more refined and advanced techniques.

Candidates will also be expected to apply the working methods they have learnt in Unit 302 The principles of food safety supervision for catering.

Learning outcomes

There are **two** outcomes to this unit. The candidate will:

- 1 Be able to prepare poultry and game, cuts, joints and associated products
- 2 Be able to produce poultry and game dishes and associated products

Guided learning hours

It is recommended that 110 hours should be allocated for this unit.

Outcome 1: 50 hours

Outcome 2: 60 hours

Connections with other qualifications

This unit contributes towards the knowledge and understanding required for the following qualifications:

- Diploma in Hospitality Supervision and Leadership (NVQ): HSL30, HSL4
- N/SVQ in Professional Cookery: 3FP4/10, 3FP5/10, 3FC4/10, 3FC5/10

Assessment

This unit will be assessed by:

- an assignment covering practical skills and underpinning knowledge.

Practical activities

These are listed under each outcome in the next section under the heading 'Practical Skills'. The assessment takes the form of a set assignment of the candidate's involvement in a range of practical centred activities. The assignment will also sample the candidates underpinning knowledge to verify coverage of the unit. The method of assessment is designed to enable the candidates to produce the evidence to meet the requirements of the outcomes. The time required for candidates to meet the outcomes of the unit will vary according to their abilities, motivation, prior experience and access to learning resources. It is essential that candidates are given access to working practice in industry wherever possible and any such access must be in compliance with the relevant health, hygiene, safety and company regulations.

Unit 855

Advanced skills and techniques in producing poultry and game dishes

Outcome 1

Be able to prepare poultry and game, cuts, joints and associated products

Practical skills

The learner can:

- 1 Demonstrate **professional practices**
- 2 Prepare **poultry and game** to **dish specifications** using **advanced skills** and **techniques**
- 3 Implement correct **storage procedures**

Underpinning knowledge

The learner can:

- 1 Explain the difference between **poultry and game**
- 2 Identify different types of **poultry and game**
- 3 Identify the **seasons** for game
- 4 State **factors** affecting the composition of meat
- 5 Describe the **quality points** for poultry and game
- 6 Describe how the **composition** of the meat **influences** the choice of processes and preparation methods
- 7 Name the **cuts/joints and offal** after dissection
- 8 Describe the **methods** in producing fine and coarse forcemeats
- 9 Compare the **effects** of different **preservation methods** for poultry and game

Range

Professional practices:

Appearance, health and safety, working to set timescales adjusting as necessary

Poultry and game

Poultry (eg quail, chicken (inc poussin), turkey, guinea fowl, goose), feathered game (eg pheasant, grouse, wood pigeon, wild duck, partridge, woodcock, snipe), furred game (eg rabbit, hare), large game (eg venison, wild boar)

Dish specification

Methodology, precise quantities, timings, presentation, balance of ingredients

Advanced skills

Use tools and equipment with precision and speed, refinement of techniques

Unit 855

Advanced skills and techniques in producing poultry and game dishes

Outcome 1

Be able to prepare poultry and game, cuts, joints and associated products

Advanced preparation techniques

Cut hare/rabbit into portions, prepare saddle of rabbit/hare/venison (long and short), tying, trussing whole poultry/game birds for pot roast, barding, larding, boning inc tunnel boning and seaming, mincing/blending and preparation of fine/coarse forcemeats (eg for quenelles, mousselines, pojarisks, terrines, pates, sausages, ballotine, galantine), compressing and reforming/shaping, smoking, curing, drying, tenderising, marinades, sous vide

Storage procedures

Temperature, date, labelling, covered, position, stock rotation

Seasons

Beef, pork, lamb, mutton and veal availability, price fluctuation according to season, quality variability according to season, other influences on the price of meat (weather, holiday periods, disease/infections)

Factors

Origin (wild, domesticated, free range, organic), breed, age, feed (eg corn fed), season, slaughtering method, period of ageing, muscle development, cut (with/against grain)

Quality points

Age, undamaged, pliability of breast bone, plumpness of breast, tearability (ears of rabbits/hares, webs of ducks), brittleness of beak, freshness, aroma, colour, packaging, temperature, texture, water content

Composition

Texture, fat content, muscle development, colour

Influences

Requirement for addition of fats (eg larding, barding), choice of tenderising methods, choice of preparation relating to dish requirements

Cuts/joints and offal

Cuts/joints: haunch, saddle, leg, loin fillet, medallion, shoulder

Offal: head, liver, kidney, heart, gizzard, cocks combs

Methods

Blending (manual/mechanical), accurate seasoning, fine sieve, ice/chill, addition of protein (eg egg white), incorporation of cream, testing (eg poach, fry)

Effects

On texture, on taste, on suitability for use, on nutritional value, shelf life, colour, purchasing units

Preservation methods

Smoking, curing, drying, pickling, salting, marinating, canning, vacuum packing, confit, rillettes, chilling, freezing (conventional and blast)

Unit 855

Advanced skills and techniques in producing poultry and game dishes

Outcome 2

Be able to produce poultry, game dishes and associated products

Practical skills

The learner can:

- 1 Demonstrate **professional practices**
- 2 Produce **poultry and game dishes** to **dish specifications** using **advanced skills and techniques**
- 3 Finish **poultry and game dishes** using **advanced skills**
- 4 Present dishes to meet **styles** of service
- 5 **Evaluate** finished dishes
- 6 Implement correct storage procedures

Underpinning knowledge

The learner can:

- 1 Describe how the **composition** of the meat affects the choice of cooking method
- 2 Explain the **effect of cooking methods** on poultry and game
- 3 Describe the **cooking requirements** for different joints, cuts of poultry, game and offal
- 4 Identify relevant **sauces and dressings** to serve with advanced poultry and game products
- 5 Describe the **quality points** for a range of poultry and game dishes and offal
- 6 Describe how to control time, temperature and environment to achieve desired outcome in poultry and game dishes

Range

Professional practices

Appearance, health and safety, working to set timescales adjusting as necessary

Poultry and game based dishes

Poultry and game dishes (eg jugged hare, pot roasting, ballotine, galantine, civet, salmis), associated products (eg sausages, terrines, pates), hot and cold canapés, game soups

Dish specifications

Inc portion control, yield, garnishes, produce refined (clarity, texture, depth of flavour, consistency, seasoning), sauces (foam/emulsion, gravies, jus), dressings (oils), flavourings (herbs, spices, wine)

Advanced skills

Use tools and equipment with precision and speed, refinement of techniques

Unit 855

Advanced skills and techniques in producing poultry and game dishes

Outcome 2

Be able to produce poultry, game dishes and associated products

Advanced techniques

Shaping quenelles, producing multi-layered terrines

Styles

Plated, silver, family service, gueridon/carving, buffet

Evaluate

Measure and compare against quality standards

Composition

Texture, fat content, muscle development, colour

Effect of cooking methods

On fats, muscle tissues, connective tissues, nutritional value

Cooking requirements

Degree of cooking (time, temperature), wet/dry method of cooking, additional flavours/seasoning, basting

Sauces and dressings

Starch based, reduction based, butter thickened, blood and vinegar liaison thickened, foam, emulsion, herb oils, salsas

Quality points

Tender, moist, browned/seared, degree of cooking, appearance, flavour, aroma, temperature, consistency, texture, portion size

Unit 855 Advanced skills and techniques in producing poultry and game dishes

Notes for guidance

This unit is primarily a practical unit but it may be possible to cover each outcome differently, for example, outcome 1 is a preparation outcome and may be able to be covered in a specific kitchen and larder session(s). Outcome 2 could be addressed through a mixture of taught practical sessions as well as sessions in the college restaurant.

The practical skills for this unit are at advanced level and this should be reflected in the dishes produced where candidates should demonstrate a range of practical preparation and cookery skills. The types of dishes should also be relevant to the current styles and trends within industry.

Within theoretical aspects of this unit there is a need for candidates to understand the commodities used and as with other units the candidate should have their knowledge of food but also flavours, cultural influences, texture, colours and combinations of ingredients developed. This could be done through tasting sessions in practical theoretical classes (demonstrations) as well as involvement in demonstration from suppliers of equipment and raw ingredients.

Candidates should also be encouraged to experiment with food and combinations of ingredients. This could be covered in part by other units for example unit 852. In order for this experiential learning to take place there will need to be clear planning of the qualification delivery via schemes of work and lesson plans for both practical and theory in a holistic format.

Unit 856 **Advanced skills and techniques in producing fish and shellfish dishes**

Level: 3
Credit value: 12
NDAQ number: J/501/2136

Unit aim

The aim of this unit is to enable the candidate to develop the necessary advanced skills knowledge and understanding of the principles in preparing and cooking fish and shellfish to dish specifications. The emphasis in this unit is to develop precision, speed and control in existing skills and develop more refined and advanced techniques.

Candidates will also be expected to apply the working methods they have learnt Unit 302 The principles of food safety supervision for catering.

Learning outcomes

There are **two** outcomes to this unit. The learner can:

- 1 Be able to prepare fish and shellfish dishes and associated products
- 2 Be able to produce fish and shellfish dishes and associated products

Guided learning hours

It is recommended that 100 hours should be allocated for this unit

Outcome 1: 65 hours
Outcome 2: 35 hours

Details of the relationship between the unit and relevant national standards

This unit is linked to the following qualifications:

- N/SVQ in Hospitality Supervision and Leadership (NVQ): HSL30, HSL4
- N/SVQ in Professional Cookery: 3FP1/10, 3FP2/10, 3FC1/10, 3FC2/10

Support of the unit by a sector or other appropriate body

This unit is endorsed by People 1st

Assessment

This unit will be assessed by:

- an assignment covering practical skills and underpinning knowledge

Practical activities

These are listed under each outcome in the next section under the heading 'Practical Skills'. The assessment takes the form of a set assignment of the candidate's involvement in a range of practical centred activities. The assignment will also sample the candidates underpinning knowledge to verify coverage of the unit.

The method of assessment is designed to enable the candidates to produce the evidence to meet the requirements of the outcomes. The time required for candidates to meet the outcomes of the unit will vary according to their abilities, motivation, prior experience and access to learning resources. It is essential that candidates are given access to working practice in industry wherever possible and any such access must be in compliance with the relevant health, hygiene, safety and company regulations.

Unit 856

Advanced skills and techniques in producing fish and shellfish dishes

Outcome 1

Be able to prepare fish and shellfish dishes and associated products

Practical skills

The learner can:

- 1 Demonstrate **professional practices**
- 2 Prepare **fish** and **shellfish** to **dish specifications** using **advanced skills** and **techniques**
- 3 Implement correct storage procedures

Underpinning knowledge

The learner can:

- 1 Explain the **impacts** of line caught, net caught and farmed fish
- 2 Describe the range of products available after filleting
- 3 Describe the **methods** in producing **fine and coarse forcemeats**
- 4 Explain the uses of various types of **panadas**
- 5 Compare the **effects** of different **preservation methods** for fish and shellfish

Range

Professional practices

Appearance, health and safety, working to set timescales adjusting as necessary

Fish

Exotic fish (eg barramundi, grouper, tilapia, parrot fish), oily fish (eg tuna, shark, eels), flat fish (eg skate/ray, Dover sole, brill), round fish (eg sea bass, red snapper), fresh water fish (eg bream, pike, sandre)

Shellfish

Crustacean (eg lobster, langoustine, crayfish, crabs), molluscs (eg clams, scallops, oysters), cephalopods (eg octopus, squid, cuttle fish)

Dish specification

Portion control, yield, garnishes, produce and use fillings/refined sauces/dressings/soups (bisques, chowders, Nantua, Americaine, rouille)

Advanced skills

Use tools and equipment with precision and speed, refinement of techniques, professional practice (appearance, health and safety, working to set timescales)

Unit 856

Advanced skills and techniques in producing fish and shellfish dishes

Outcome 1

Be able to prepare fish and shellfish dishes and associated products

Advanced techniques

Removing double fillets, gutting through the gills, removing bones leaving whole fish intact, skinning eel, stuffing whole fish with multiple fillings, cutting fish for sushi or sashimi, opening oysters, compressing and shaping techniques, marinades, sous vide, carving, mincing/blending and preparation of fine/coarse forcemeats

Impacts

Environment, sustainability, quality of product, cost

Methods

Blending (manual/mechanical), accurate seasoning, fine sieve, ice/chill, addition of protein (eg egg white), incorporation of cream, testing (eg poach)

Fine and coarse forcemeats

Terrines, pates, sausages, quenelles, mousselines

Panadas

Rice, bread, frangipane, choux based, potato

Effects

On texture, on taste, on suitability for use, on nutritional value, shelf life, colour, purchasing units

Preservation methods

Smoking, curing, drying, pickling, salting, marinating, canning, vacuum packing, freezing (conventional and blast), chilling

Unit 856

Advanced skills and techniques in producing fish and shellfish dishes

Outcome 2

Be able to produce fish, shellfish dishes and associated products

Practical skills

The learner can:

- 1 Demonstrate **professional practices**
- 2 Produce **fish and shellfish dishes** to **dish specification** using **advanced skills** and **techniques**
- 3 Finish **fish and shellfish dishes** using **advanced skills**
- 4 Present dishes to meet **styles** of service
- 5 **Evaluate** finished dishes
- 6 Implement correct **storage procedures**

Underpinning knowledge

The learner can:

- 1 Describe how the **composition** of different fish and shellfish affects the choice of cooking method
- 2 Explain the **effect of cooking methods** on fish and shellfish
- 3 Describe the **cooking requirements** for different fish and shellfish
- 4 Identify **relevant sauces and dressings** to serve with advanced fish and shellfish products
- 5 Describe the **quality points** for a range of fish and shellfish dishes
- 6 Describe how to control time, temperature and environment to achieve desired outcome in fish and shellfish dishes
- 7 Describe the skills required to check and finish the dish to specification

Range

Professional practices

Appearance, health and safety, working to set time scales and adjusting as necessary

Fish and shellfish based dishes

Fish and shellfish dishes, associated products (eg terrines), hot and cold canapés, soups

Fish

Exotic fish (eg barramundi, grouper, tilapia, parrot fish), oily fish (eg tuna, shark, eels), flat fish (eg skate/ray, Dover sole, brill), round fish (eg sea bass, red snapper), fresh water fish (eg bream, pike, sandre)

Unit 856

Advanced skills and techniques in producing fish and shellfish dishes

Outcome 2

Be able to produce fish, shellfish dishes and associated products

Shellfish

Crustacean (eg lobster, langoustine, crayfish, crabs) molluscs (eg clams, scallops, oysters) cephalopods (eg octopus, squid, cuttle fish)

Dish specification

Inc portion control, yield, garnishes, produce and use refined (clarity, texture, depth of flavour, consistency, seasoning), sauces (foam/emulsion, gravies, jus), dressings (oils), flavourings (herbs, spices, wine), soups (bisques, chowders, nantua, Americaine, rouille), consistency, flavour, seasoning, temperature, carving, saucing

Advanced skills

Use tools and equipment with precision and speed, refinement of techniques, demonstrate professional practice (appearance, health and safety, working to set timescales)

Advanced techniques

Produce sushi or sashimi, shaping quenelles, producing hot soufflé, producing hot and cold multi-layered terrines, producing bisque, clarifying fish/shellfish consommé

Styles

Plated, silver, family service, gueridon, buffet

Evaluate

Measure and compare against quality standards

Storage procedures

Crushed ice, temperature control, vacuum packing, date labelling, covered, position, stock rotation

Composition

Texture, fat content, colour

Effect of cooking methods

On fats, proteins, connective tissues

Cooking requirements

Degree of cooking (time, temperature), wet/dry method of cooking, additional flavours/seasoning, basting

Relevant sauces and dressings

Starch based, reduction based, monté au beurre, liaison thickened, foam, emulsion, herb oils, salsas

Quality points

Degree of cooking, proportions, size, precision, appearance, flavour, aroma, temperature, colour, consistency, freshness, texture

Unit 856 Advanced skills and techniques in producing fish and shellfish dishes

Notes for guidance

This unit is primarily a practical unit but it may be possible to cover each outcome differently for example outcome 1 is a preparation outcome and may be able to be covered in a specific kitchen and larder session(s). Outcome 2 could be addressed through a mixture of taught practical sessions as well as sessions in the college restaurant.

The practical skills for this unit are at advanced level and this should be reflected in the dishes produced where candidates should demonstrate a range of practical preparation and cookery skills the use of both fish and shellfish commodities may be evident in individual dishes.

In the theoretical aspects of this unit there is a need for candidates to understand the commodities used and, as with other units, the candidate should have their knowledge of food but also flavours, cultural influences, texture, colours and combinations of ingredients developed. This could be done through tasting sessions in practical theoretical classes (demonstrations) as well as involvement in demonstration from suppliers of equipment and raw ingredients.

This unit will need to be well planned to take account of the availability and sustainability of fish and shellfish and it may be possible to use demonstrations within the centre or to take advantage of demonstrations by suppliers.

Unit 863 Food product development

Level: 3

Unit aim

The aim of this unit is to enable the candidate to develop the necessary knowledge and understanding of how to research, design, develop and evaluate new products to meet market requirements.

Learning outcomes

There is **one** outcome to this unit. The candidate will:

- 1 Be able to research, design, develop and produce food products

Guided learning hours

It is recommended that 60 hours should be allocated for this unit.

Details of the relationship between the unit and relevant national standards

This unit is linked to the

- Diploma in Hospitality Supervision and Leadership (NVQ): HSL9

Support of the unit by a sector or other appropriate body

This unit is endorsed by People 1st

Assessment

This unit will be assessed by:

- an assignment covering practical skills and underpinning knowledge

Practical activities

These are listed under each outcome in the next section under the heading 'Practical Skills'. The assessment takes the form of a set assignment of the candidate's involvement in a range of practical centred activities. The assignment will also sample the candidates underpinning knowledge to verify coverage of the unit.

The method of assessment is designed to enable the candidates to produce the evidence to meet the requirements of the outcomes. The time required for candidates to meet the outcomes of the unit will vary according to their abilities, motivation, prior experience and access to learning resources. It is essential that candidates are given access to working practice in industry wherever possible and any such access must be in compliance with the relevant health, hygiene, safety and company regulations.

Unit 863

Food product development

Outcome 1

Be able to research, design, develop and produce food products

Practical skills

The learner can:

- 1 **Research** the **requirements** for a new product
- 2 **Design** a new product
- 3 **Develop and produce** a new product
- 4 **Evaluate** and finalise the product

Underpinning knowledge

The learner can:

- 1 Explain the **considerations** when developing a new food product
- 2 Explain the **benefits** of new technology and modern equipment for food product development

Range

Research

Brainstorm, consumer research, internet, library, new/historical recipe books, evaluation of existing products, other cultures/countries, classical concepts

Requirements

Establish the market needs (to meet new trends (eg healthier options), to increase choice for existing customers, to widen customer base, to make best use of chef's skills, to allow less experienced staff to produce the dish, to meet specific dietary requirements, adapt for seasonality, local produce, improve profitability)

Design

Write down ideas, draw sketch, draft prototype recipe, costing, nutritional content, potential sources of ingredients, check dish meets requirements

Develop and produce

Write food requisition, practise dish, adjust recipe

Evaluate

Tasting panels, feedback reports, questionnaires

Unit 863

Food product development

Outcome 1

Be able to research, design, develop and produce food products

Considerations

Appearance, aroma, taste, texture, cost, ease of production, healthy eating, special diets, customer requirements, service requirements (silver service, plated, take away, immediate service or regeneration required, practicalities of large function), retail requirements, items which may cause an allergic reaction, classical concepts, health and safety (HACCP compliance), nutritional content (eg for food labelling – traffic light system)

Benefits

Speed, efficiency, quality, cost control, ease of production, introduction of new concepts, more variety on the menu, food safety

Unit 863 Food product development

Notes for guidance

This is primarily an investigative unit and with careful planning work carried out in unit 852 may also contribute to its content. For example, menu planning and dish composition aspects of this unit could be developed in practical sessions, the evaluation aspects already covered if a candidate has visited different types of establishments and evaluated the food and menu.

Any theory input will need to consider the type of market for the product and cover all of the items in the 'consideration' range. It is worth noting that these are complimentary to the sorts of changes to life style and cultural religious considerations in unit 852. Equally, the benefits of the new product could be covered and should explore the benefits to both the establishment and the customer requirements.

Candidates are likely to use a variety of sources to stimulate their product development and it may be possible to obtain information from large companies on their product development process, for example information packs, speakers, DVD or downloadable material from the internet.

This unit could also be assessed as a freestanding unit for people who are involved in product development for companies. In this case the evidence for the assignment may naturally be obtained from the workplace.

Appendix 1 Relationships to other qualifications

Links to other qualifications and frameworks

City & Guilds has identified the connections to other qualifications. This mapping is provided as guidance and suggests areas of overlap and commonality between the qualifications. It does not imply that candidates completing units in one qualification are automatically covering all of the content of the qualifications listed in the mapping.

Centres are responsible for checking the different requirements of all qualifications they are delivering and ensuring that candidates meet requirements of all units/qualifications. For example, units within a QCF qualification may be similar in content to units in the NQF qualification which the candidate may have already undertaken and this may present opportunities for APL.

This qualification has connections to the

- Level 3 Diploma in Hospitality Supervision and Leadership (NVQ)
- Level 3 N/SVQ in Professional Cookery.

See individual units for specific links.

Literacy, language, numeracy and ICT skills development

This qualification includes opportunities to develop and practise many of the skills and techniques required for success in the following qualifications:

- Functional Skills (England) – see www.cityandguilds.com/functionalskills
- Essential Skills (Northern Ireland) – see www.cityandguilds.com/essentialskillsni
- Essential Skills Wales (from September 2010).

There might also be opportunities to develop skills and/or portfolio evidence if candidates are completing any Key Skills alongside this qualification.

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Appendix 2 Sources of general information

The following documents contain essential information for centres delivering City & Guilds qualifications. They should be referred to in conjunction with this handbook. To download the documents and to find other useful documents, go to the **Centres and Training Providers homepage** on www.cityandguilds.com.

Providing City & Guilds qualifications – a guide to centre and qualification approval contains detailed information about the processes which must be followed and requirements which must be met for a centre to achieve ‘approved centre’ status, or to offer a particular qualification. Specifically, the document includes sections on:

- The centre and qualification approval process and forms
- Assessment, verification and examination roles at the centre
- Registration and certification of candidates
- Non-compliance
- Complaints and appeals
- Equal opportunities
- Data protection
- Frequently asked questions.

Ensuring quality contains updates and good practice exemplars for City & Guilds assessment and policy issues. Specifically, the document contains information on:

- Management systems
- Maintaining records
- Assessment
- Internal verification and quality assurance
- External verification.

Access to Assessment & Qualifications provides full details of the arrangements that may be made to facilitate access to assessments and qualifications for candidates who are eligible for adjustments in assessment.

The **centre homepage** section of the City & Guilds website also contains useful information such on such things as:

- ***Walled Garden***
Find out how to register and certificate candidates on line
- ***Qualifications and Credit Framework (QCF)***
Contains general guidance about the QCF and how qualifications will change, as well as information on the IT systems needed and FAQs
- ***Events***
Contains dates and information on the latest Centre events
- ***Online assessment***
Contains information on how to register for GOLLA assessments.

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Useful contacts

Type	Contact	Query
UK learners	T: +44 (0)844 543 0033 E: learnersupport@cityandguilds.com	<ul style="list-style-type: none"> • General qualification information
International learners	T: +44 (0)20 7294 2885 F: +44 (0)20 7294 2413 E: intcg@cityandguilds.com	<ul style="list-style-type: none"> • General qualification information
Centres	T: +44 (0)844 543 0000 F: +44 (0)20 7294 2413 E: centresupport@cityandguilds.com	<ul style="list-style-type: none"> • Exam entries • Registrations/enrolment • Certificates • Invoices • Missing or late exam materials • Nominal roll reports • Results
Single subject qualifications	T: +44 (0)20 7294 8080 F: +44 (0)20 7294 2413 F: +44 (0)20 7294 2404 (BB forms) E: singlesubjects@cityandguilds.com	<ul style="list-style-type: none"> • Exam entries • Results • Certification • Missing or late exam materials • Incorrect exam papers • Forms request (BB, results entry) • Exam date and time change
International awards	T: +44 (0)20 7294 2885 F: +44 (0)20 7294 2413 E: intops@cityandguilds.com	<ul style="list-style-type: none"> • Results • Entries • Enrolments • Invoices • Missing or late exam materials • Nominal roll reports
Walled Garden	T: +44 (0)20 7294 2840 F: +44 (0)20 7294 2405 E: walledgarden@cityandguilds.com	<ul style="list-style-type: none"> • Re-issue of password or username • Technical problems • Entries • Results • GOLLA • Navigation • User/menu option problems
Employer	T: +44 (0)121 503 8993 E: business_unit@cityandguilds.com	<ul style="list-style-type: none"> • Employer solutions • Mapping • Accreditation • Development Skills • Consultancy
Publications	T: +44 (0)20 7294 2850 F: +44 (0)20 7294 3387	<ul style="list-style-type: none"> • Logbooks • Centre documents • Forms • Free literature

If you have a complaint, or any suggestions for improvement about any of the services that City & Guilds provides, email: feedbackandcomplaints@cityandguilds.com

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