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

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

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| Classification ISCED | 1013 Hotel, restaurants and catering |

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| Available grade | Competent / Not yet competent |

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| Modification history | N/A |

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| **Competency Unit** | **Performance Criteria** | **Knowledge and Understanding** |
| **C1. Lead the kitchen team in the preparation and cooking of food**  Overview  This Competency Standard is about team work and how you need to lead and support team in the preparation and cooking of food.  This includes advising, guiding, directing and correcting | P1- Set out and positively communicate the purpose and objectives of the team to all associates  P2- Ensure that each member of the team knows their role and responsibilities and understands how these will contribute to achievement of the team’s objectives  P3- Encourage and support team members to carry out their role and provide recognition when objectives have been achieved  P4- Support the team in addressing team and departmental problems  P5- Give team members support and advice when they need it  P6- Motivate team members to present their own ideas and listen to what they say  P7- Monitor activities and progress across the team without interfering. | K1- Develop different ways of communicating effectively with members of a tea  K2- Schedule and plan the achievement of team objectives and the importance of involving team members in this process  K3- Enlist and describe the importance of and being able to show team members how personal roles and responsibilities contribute to achievement of team objectives  K4- Select and successfully apply different methods for motivating, supporting and encouraging team members and recognizing their achievements  K5-Mention the team and departmental difficulties and challenges that may arise and ways of identifying and overcoming them.  K6- Identify the members, purpose, objectives and plans of your team  K7- Describe the personal roles and responsibilities of members of your team  K8- Explain the types of support and advice that team members are likely to need and how to respond to these  K9- Figure out the Standards of performance for the work of your team |

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|  |  | K10-Illustrate Relevant national and organizational legal, regulatory and ethical requirements |
| **C2- Support the souse chef**  **Overview**  This Competency Standard is about negotiating how a chef de partie can actively support a souse chef on a daily and medium term basis. | P1- Discuss and agree on methods and formats of communication with the sous chef  P2- Agree with the sous chef daily and medium term areas for delegated responsibilities  P3- Support the sous chef in undertaking training and inspections  P4- Ensure that every day food and beverages requirements of section are signed off by sous chef. | K1- Develop methods and formats for communication  K2-Follow and agree on methods and formats of communication with the souse chef  K3-Mentio areas for delegated responsibilities on a daily and medium term basis  K4- Discussed and agree with the sous chef daily and medium term areas for delegated responsibilities  K5- Explain and support the sous chef in undertaking training and inspections  K6- Prepared every day food and beverages requirements of section which are signed off by sous chef.  K7-Understand operational knowledge of kitchen work  K8-Implement Standard Operating Procedures for the kitchen  K9- Describe organizational guidelines for kitchen operations. K1O- Express organizational requirements for food safety and hygiene  K11- Keep record of organizational requirements for maintaining departmental records. |
| **C3- Supervise cook or assistant**  **Overview** | P1- Ensure that cooks / assistants are punctual and efficient in carrying out their duties  P2- Communicate instructions and other information clearly to kitchen staff | K1- Exploit operational knowledge and understanding of the kitchen operation  K2-Explain operational knowledge and understanding of current and future requirements of business |

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| This Competency Standard is about supporting members of the team and ensuring they carry out their duties and tasks efficiently and effectively. | P3- Motivate the kitchen staff in a timely and efficient manner to complete all their duties  P4- Ensure that all staff are performing at the optimum level when preparing, cooking and finishing dishes for customers  P5- Create a friendly, professional environment which inspires teamwork within section of his / her kitchen  P6- Ensure high quality dishes are presented for service. | K3-Appreciate to encourage punctuality and efficiency  K4- Develop the methods of communication in a kitchen environment and how to use them effectively.  K5-Create interest and motivate staff effectively  K6- Analyze that all staff are performing at optimum levels  K7-Supervise to ensure that cooks / assistants are producing the highest quality of product (including seasoning, portion size, appearance)  K8- Involve in process to create a friendly, professional environment which inspires teamwork  K9-Explain Standard operating procedures for the department and section  K10-Know the National and locals laws concerning international hygiene standards , HACCP standards, local food safety preparation laws |
| **C4- Monitor and supervise storage of food within kitchen section**  **Overview**  This Competency Standard is about making sure that food is properly, | P1- Ensure that all food safety and hygiene standards are followed when preparing food for storage  P2- Ensure that cross-contamination procedures are strictly followed throughout food storage procedures  P3- Ensure that all food is safely and hygienically prepared for storage  P4- Ensure that all food prepared for storage is | K1- Maintain Food safety and hygiene standards  K2- Supervise to prepare food for storage K3- Monitor to tag and log food for storage K4-Verify to prevent cross contamination K5-Develop method for storing of food  K6- Mention the correct temperatures for storing different |

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| safely and hygienically stored following all organizational procedures. These include tagging and recording food storage | properly tagged according to organizational requirements  P5- Ensure that all food tagged for storage is properly logged according to organizational requirements  P6- Ensure that different foods are stored in the correct location and at the correct temperature according to organizational requirements. | foods  K7- Explain the Standard Operating Procedures for the kitchen  K8-Express organizational guidelines for kitchen operations  K9-Understand organizational requirements for food safety and hygiene  K10- Know organizational requirements for maintaining departmental records |